The Office of Institutional Research and Assessment now offers a secure, internal, self-service interactive data dashboard for **Student Credit Hours!**

Access is managed at the user level. For access, email simona.mitevska@maine.edu

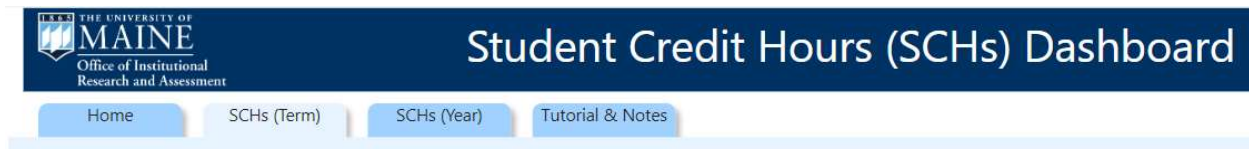> **To access the Student Credit Hours dashboard:**
>
> 1. Navigate to Student Credit Hours Dashboard
> 2. Sign in with your existing UMaine email and password.

Understanding Student Credit Hours (SCHs):

- Student Credit Hours (SCHs) represent the total credit hours offered by a college or academic unit (department), regardless of the instructor's college or department, or the student's major.
- The filters on each page pertain to the courses within specific colleges and academic units (departments). The charts and tables you will see help visualize the proportion of students with majors that align with the selected course's department/college.

Navigating Pages:

You will find different topics organized as light blue tabs at the top of each dashboard page. You can easily navigate by clicking these tabs, or alternatively you can use the left-hand side bar.

Let's explore the three main pages:

1. **SCHs (Term) Page**
   On this page, you can view student credit hours by term - Fall, Spring, or Summer. Select a term to see SCHs for the past two years for the chosen term.
2. **SCHs (Year) Page**
   Here, you can view student credit hours over the last two academic years. Please note that you cannot select a specific year on this page.
3. **SCHs by Major Page**
   On this page, you can see the number of student credit hours by students' major for one academic year at a time. Additionally, by hovering over the bars, you can discern the proportion of total credit hours that correspond to each student's major.

Viewing Data by Academic Unit or College (first two pages only):

There are two options available to help you analyze data based on academic units or colleges:

View by Academic Unit	View by College

- **View by Academic Unit**
  This option allows you to view SCHs taken by students with a major within the academic unit compared with those with a major outside of the academic unit.
- **View by College**
  Here, you can see SCHs taken by students majoring within the college compared with those majoring outside the college.

Example:

Let's say you want to see how many of the student credit hours for English department courses were taken by students majoring within that department. First, choose either "SCHs by Term" or "SCHs by Year" based on your preferred timeline. Then, select "View by Academic Unit". Apply filter for the course department as "English". The resulting chart and table will show a clear breakdown of the proportion of student credit hours for English courses taken by students who are majoring within the English department compared to those majoring outside of it.

Managing Filters:

Filter options with a circle beside them means only one filter option can be chosen at a time.

Institution

UMaine

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Filter options with a checkbox beside them means multiple filter options can be chosen at a time.
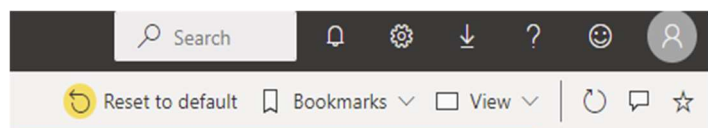
Course Level

All

☐ Undergraduate
☐ Graduate

Course Level

All

To clear your filter selections, hover over the upper right-hand corner of the filter and click on the eraser. Alternatively, you can click on "Reset to default" in the upper left corner of the dashboard.

You can also create a "Bookmark" with your choice of filter selections by selecting your filters, then clicking Bookmarks then Add a Personal Bookmark.

🔎 Search   🔔 ⚙ ↓ ? ☺ ⊗

↺ Reset to default   🔖 Bookmarks ⌄   ☐ View ⌄   ↻ 💬 ☆

More Options:

Each element in the dashboard (visuals and tables) more options available. To access them, hover over the top right-hand corner of the element and click the ellipses for "More Options".

Export data to excel or show a visual as a table in more options.

Copy visual to clipboard (can be pasted in word, power point, email).

Want to learn even more? Check out Power BI Help - Office of Institutional Research and Assessment - University of Maine (umaine.edu) or email simona.mitevska@maine.edu with questions.