OBIEE

Oracle Business Intelligence

Enterprise Edition

Rensselaer Business Intelligence

Admissions, Undergraduate

TABLE OF CONTENTS

INTRODUCTION 1

USER INTERFACE 1
HOW TO LAUNCH OBIEE 1
HOW TO NAVIGATE 2
SUBJECT AREAS 2
ADMISSIONS, UNDERGRADUATE SUBJECT AREA 3
Admissions Production Detail Dashboard 3
Prompts 4
Chart 4
Table (Raw Data) 6
Filter Summary section 6
Admissions Undergraduate Dashboard Applicants by Month and Days 7
Admissions Undergraduate Dashboard 8
Admissions Undergraduate Dashboard STLY Applicant to End of Term 11
Admissions Undergraduate Dashboard STLY (Same Time Last Year) 12
SAT Admissions Undergraduate Dashboard 15
TOOLS AND MENUS 19
Prompts (drop down lists) 19
Page Options 19
Print and Export 19
Rows Visible (how to view all rows of data) 20
Drill to Detail 20
Add Column 20
Move Column 20
Remove Column 20
Hide/Unhide Sections 20
Save Current Customization 21
Clear Customization 21
Open Custom report 22
Subtotal 22
Grand Total 23
Add Pivot Table Section 23
Add Pivot Table Prompt 23
Browser Settings 24
Pop-Up Blocker 24
Mozilla Firefox: Adobe Flash (Shockwave Flash) must be enabled (to view graphics like charts) 25
Internet Explorer, Clear Cache 26
CONTACT INFORMATION 27

INTRODUCTION

Oracle Business Intelligence Enterprise Edition (OBIEE) is a web-based Business Intelligence tool that provides a full range of reporting and analytics capabilities that allow you to:

- *Collect up-to-date data from your organization*
- *Present the data in easy-to-understand formats*
- *Deliver data in a timely fashion*

These capabilities enable better decisions, informed actions, and the ability to implement more-efficient business processes.

USER INTERFACE

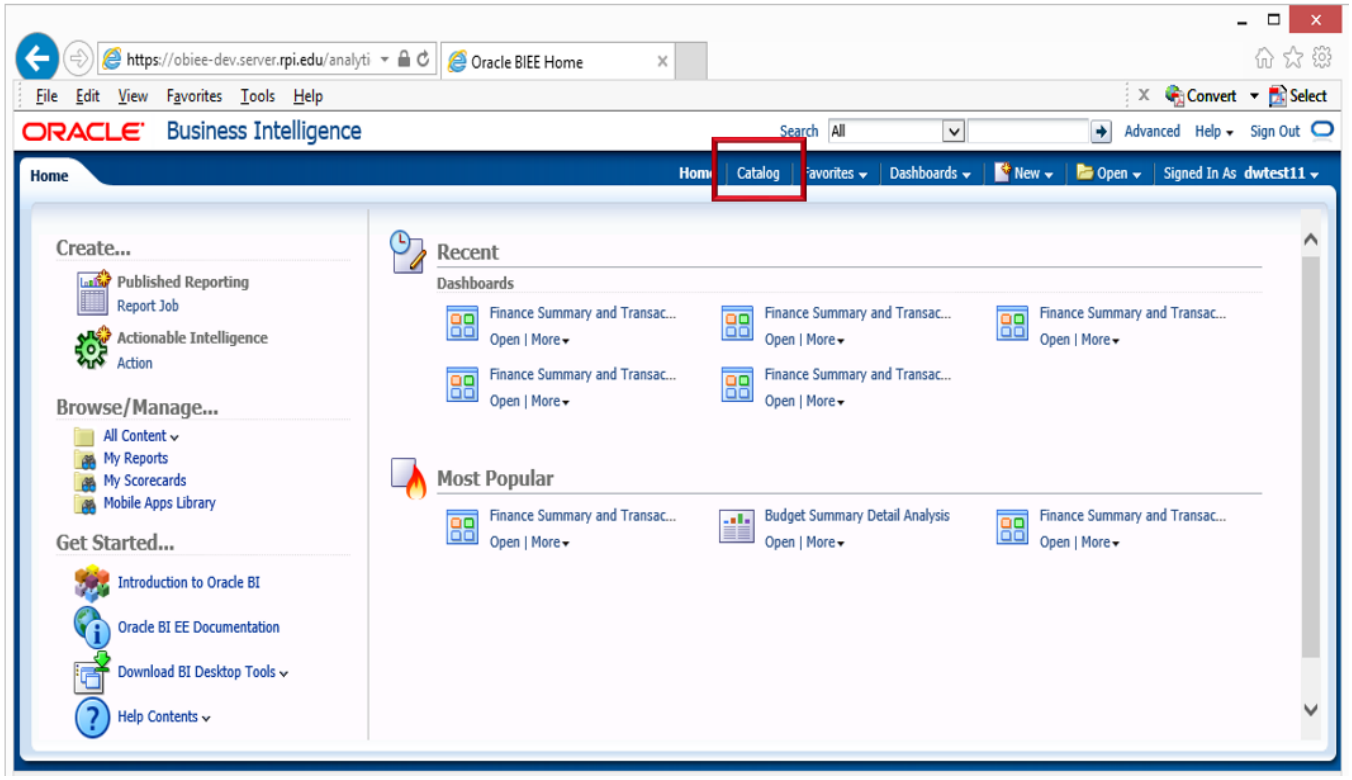
- Web-based application
- Works from all browsers (IE, Chrome, Firefox, Safari)
- Allow pop-ups from rpi.edu (see Browser Settings section for more information)

HOW TO LAUNCH OBIEE

- Web Application (no installation or special setup required)
- URL: https://obiee.server.rpi.edu/analytics/
- Sign In (RCS User ID and RCS password)

HOW TO NAVIGATE

- Will open to this page, select Catalog



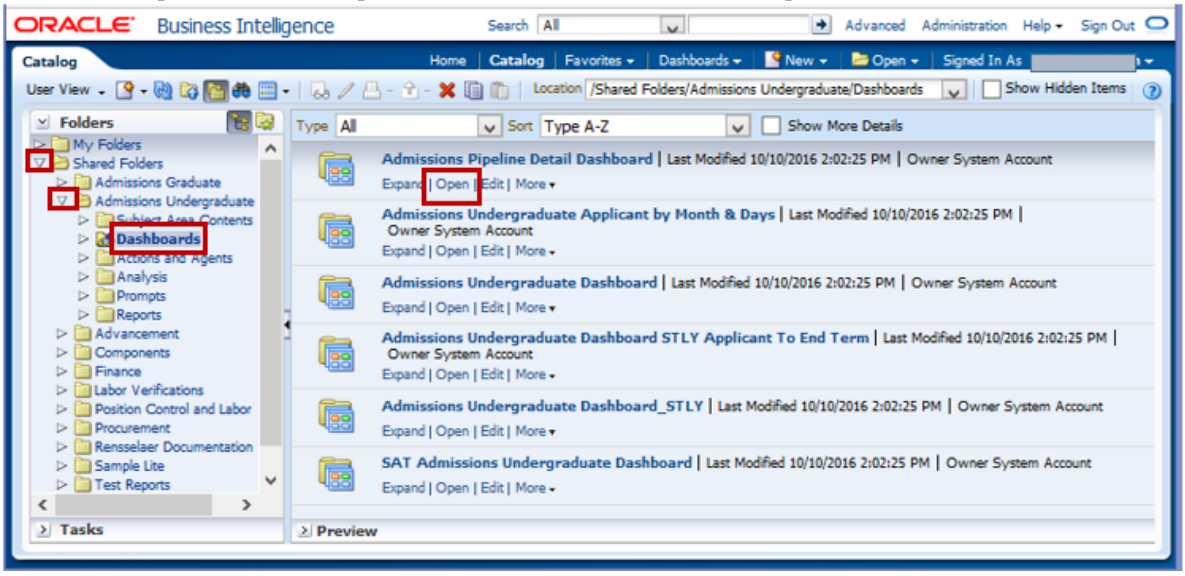
SUBJECT AREAS

- Finance
- Advancement
- Student
- Research
- Position Control
- Admissions

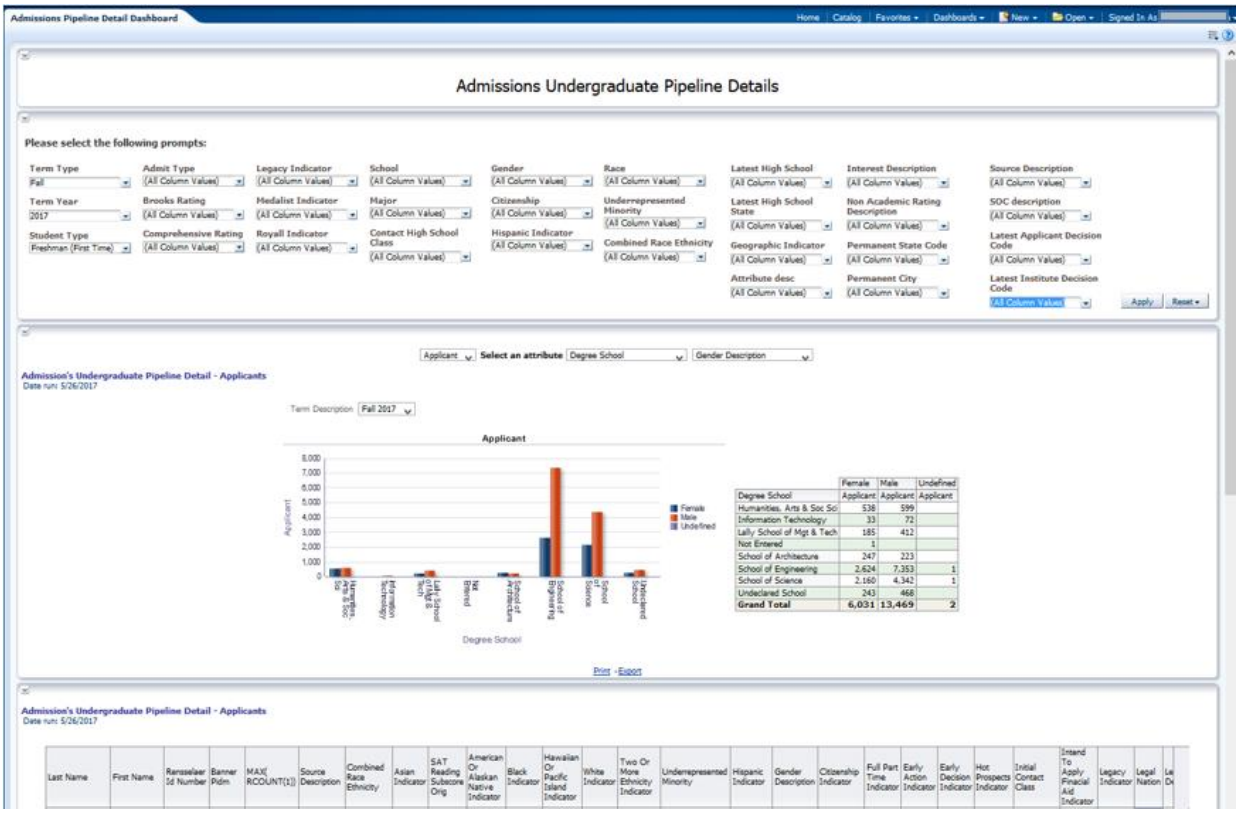
Admissions, Undergraduate Subject Area

Admissions Production Detail Dashboard

- From Folders, open Shared Folders, Admissions Undergraduate, and select the Dashboards folder
- Select Open from the options below the Admissions Pipeline Detail dashboard

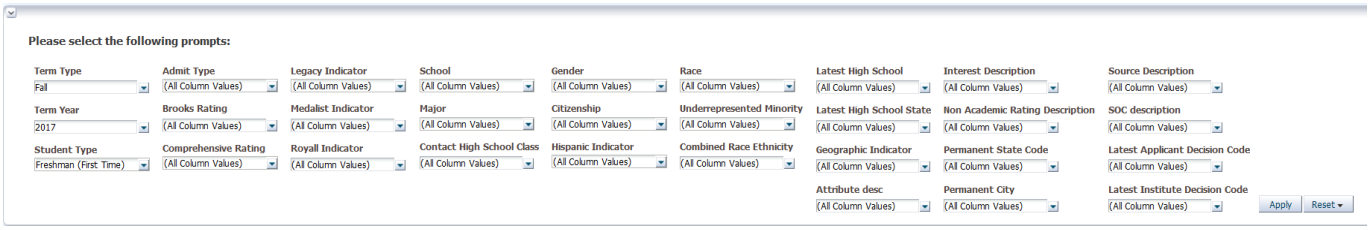


The dashboard will open as:



Prompts

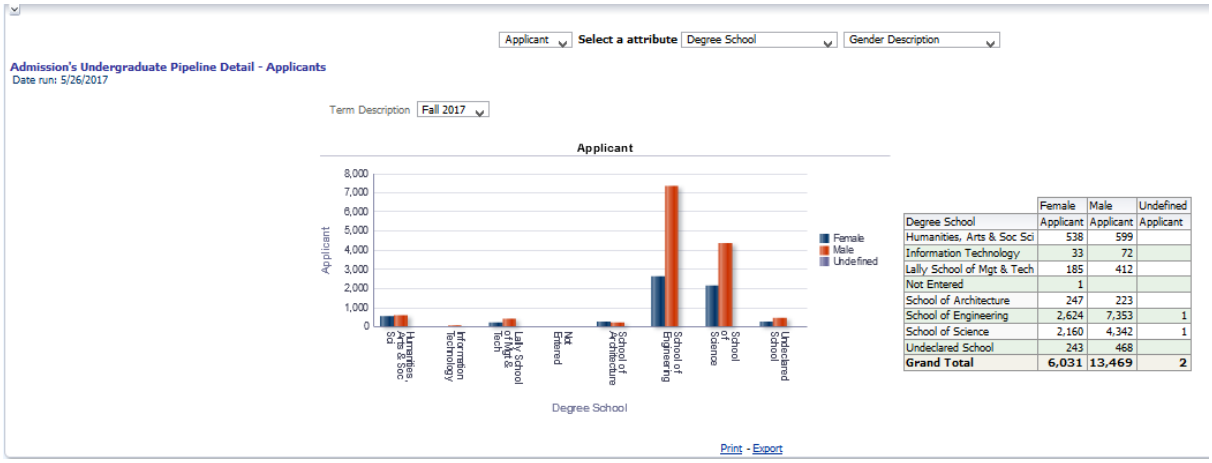
- There are a number of fields (prompts) available to quickly customize your report



- If you want to limit your report
    - Select an option(s) from the drop-down list or
    - Type directly into the drop-down box or
    - Search for something specific (at the bottom of the drop down list is a search box)
- Select Apply (this will process the report based on what you selected in the prompts)

Chart

- The chart will initially open with results based on the prompts selected

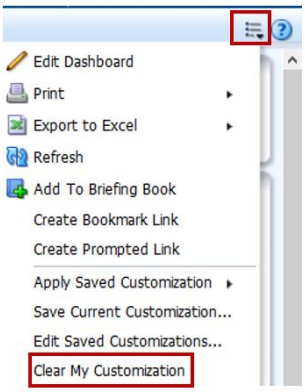


Degree School	Female Applicant	Male Applicant	Undefined Applicant
Humanities, Arts & Soc Sci	538	599	
Information Technology	33	72	
Lally School of Mgt & Tech	185	412	
Not Entered	1		
School of Architecture	247	223	
School of Engineering	2,624	7,353	1
School of Science	2,160	4,342	1
Undeclared School	243	468	
Grand Total	**6,031**	**13,469**	**2**

- There are additional prompts within the chart area to quickly edit and customize your chart

Applicant	Degree School	Gender Description
Accept	Attribute	Attribute Description
Confirm	Contact High School Class	Degree School Description
	Interest	Contact High School Class
	Gender	Combined Race Ethnicity
	Combined Race Ethnicity	Legacy Indicator
	Royall Indicator	Brooks Rating
	Geographic Indicator	Rotc Indicator
	Bkgpctapplicants	Underrepresented Minority
	Source	
	Major Minor Concentration	
	Top Ten Percentile	
	Brooks Rating	

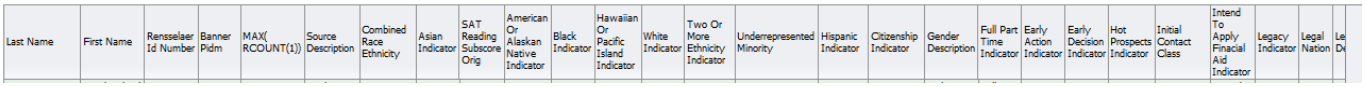
- To clear prompt selections, select Clear My Customizations from page options icon at the top right



- Print and Export options (links are at the bottom of the reports) Print - Export
    - Print
        - Printable PDF
        - Printable HTML (includes more options for resizing, headers and footers)
    - Export
        - PDF
        - Excel 2007+ (formatted data, totals are static)
        - PowerPoint 2007+
        - Web Archive (.mht)
        - Data
            - CSV Format (raw, unformatted data, no totals)
            - Tab delimited Format
            - XML Format

Table (Raw Data)

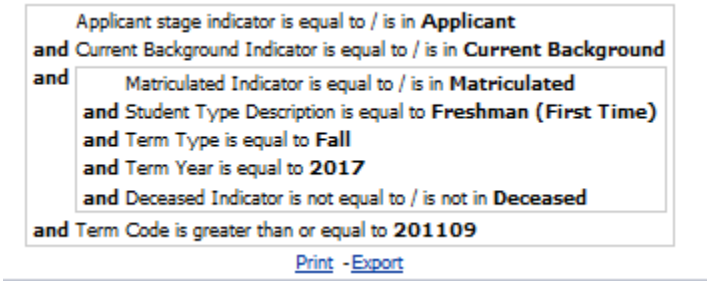
- The section after the chart is a table. This contains all data returned in the report.



- To navigate, horizontal and vertical scrolling is available
- Data can be printed, exported, or sorted
    - To sort, hover cursor over the column heading and select the up or down arrow to sort
- Columns can be moved or removed

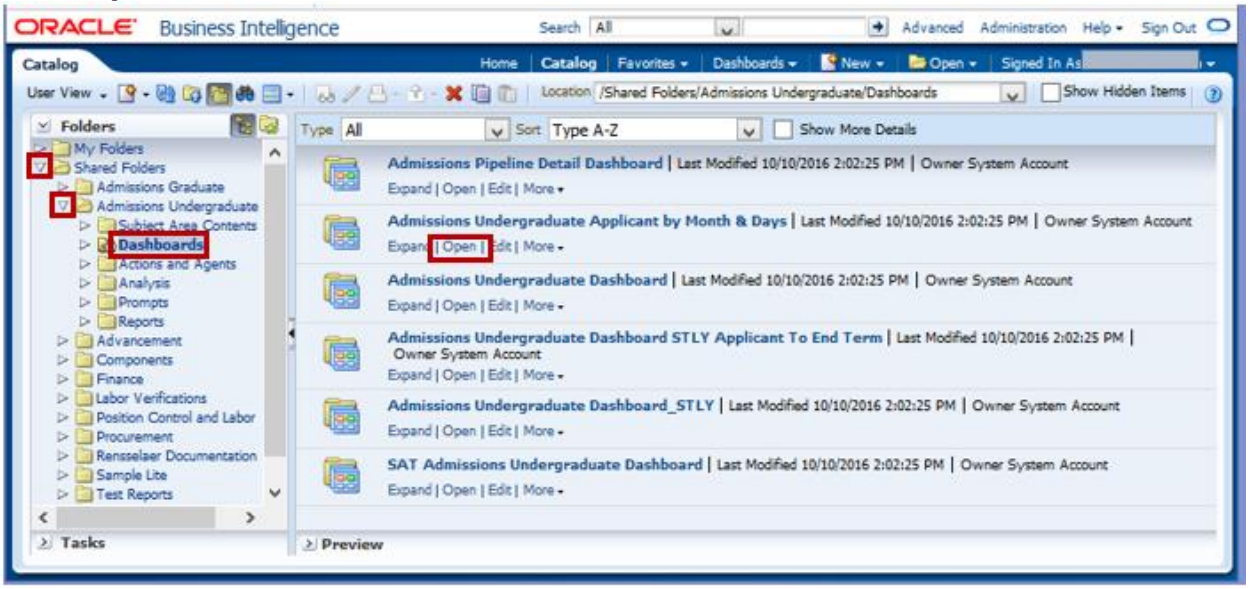
Filter Summary section

- The last section includes a snapshot of the filters (limits) placed on the dashboard

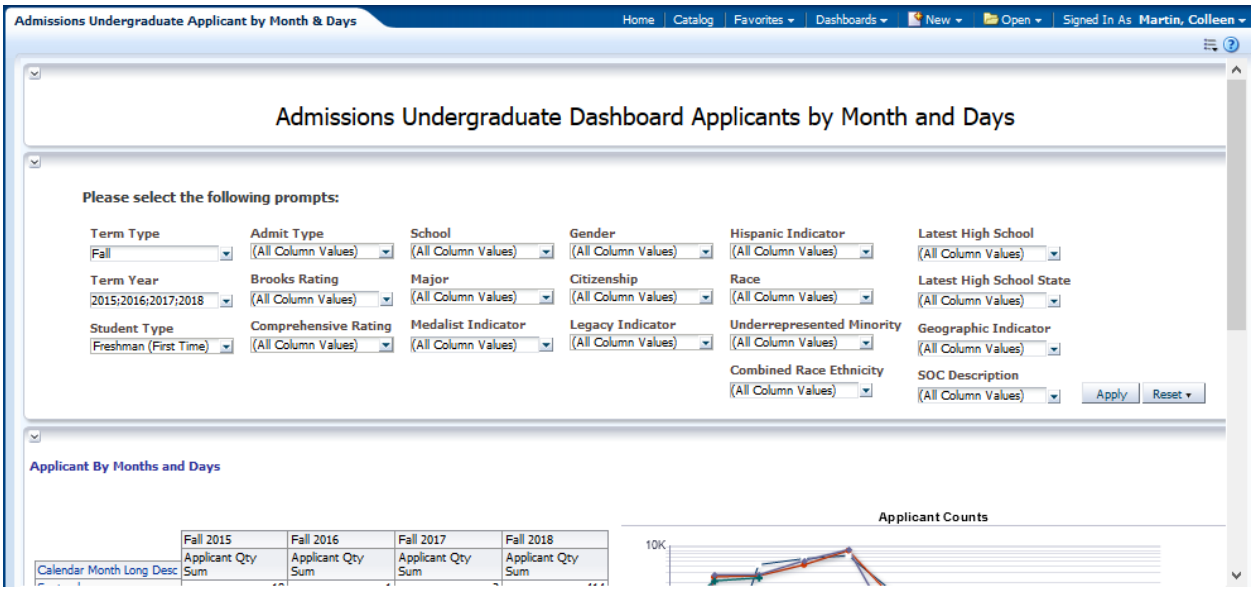


Admissions Undergraduate Dashboard Applicants by Month and Days

- From Folders, open Shared Folders, Admissions Undergraduate, and select the Dashboards folder
- Select Open from the options below the Admissions Undergraduate Applicant by Month & Days

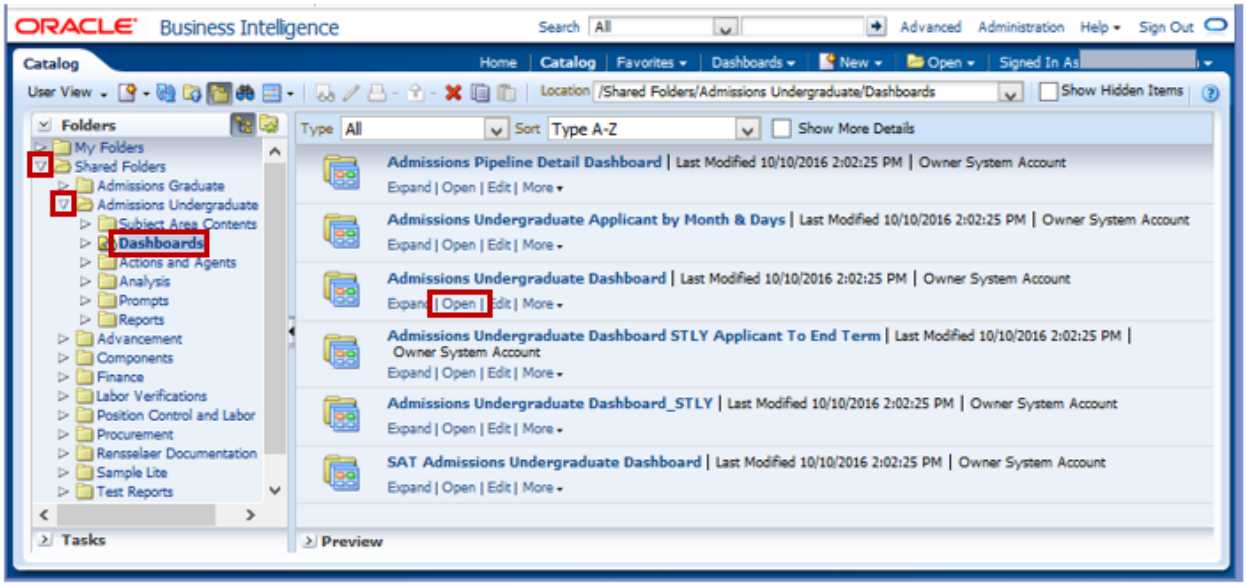


The dashboard will open as:

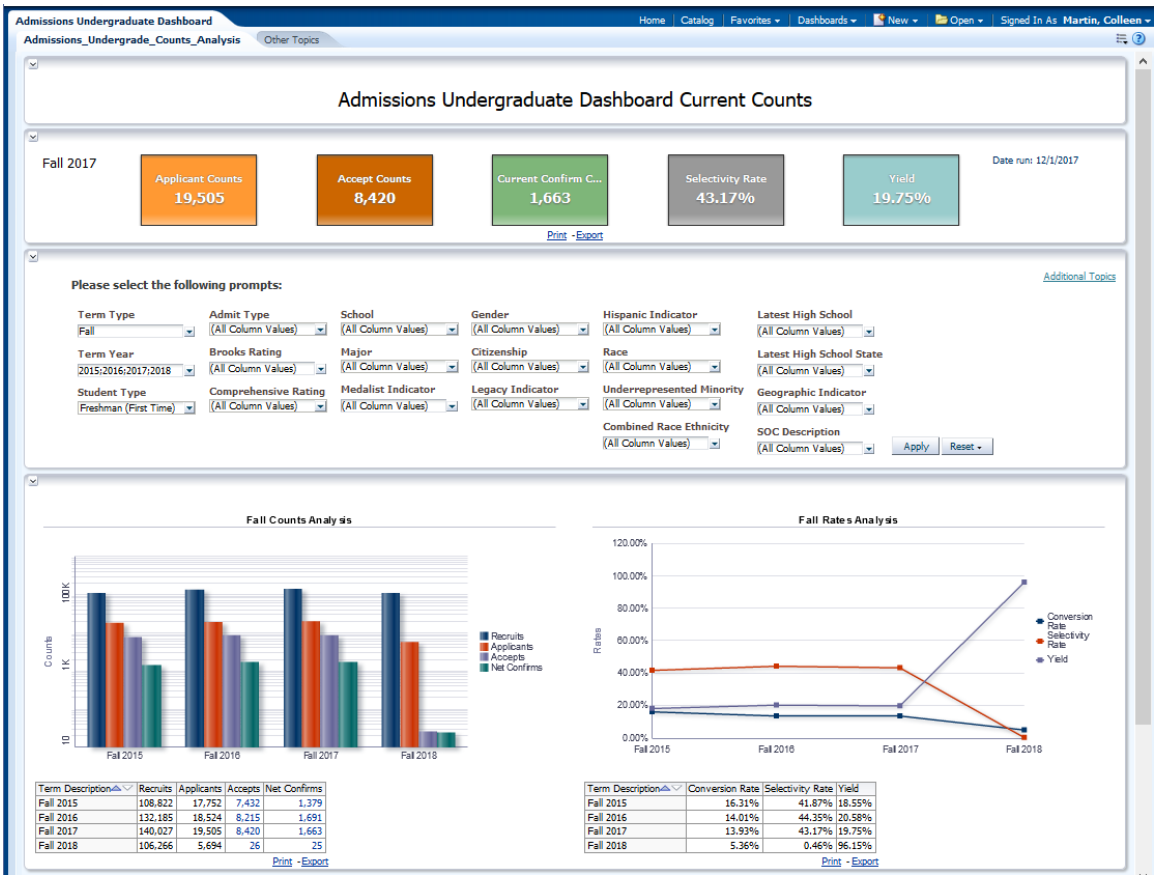


Admissions Undergraduate Dashboard

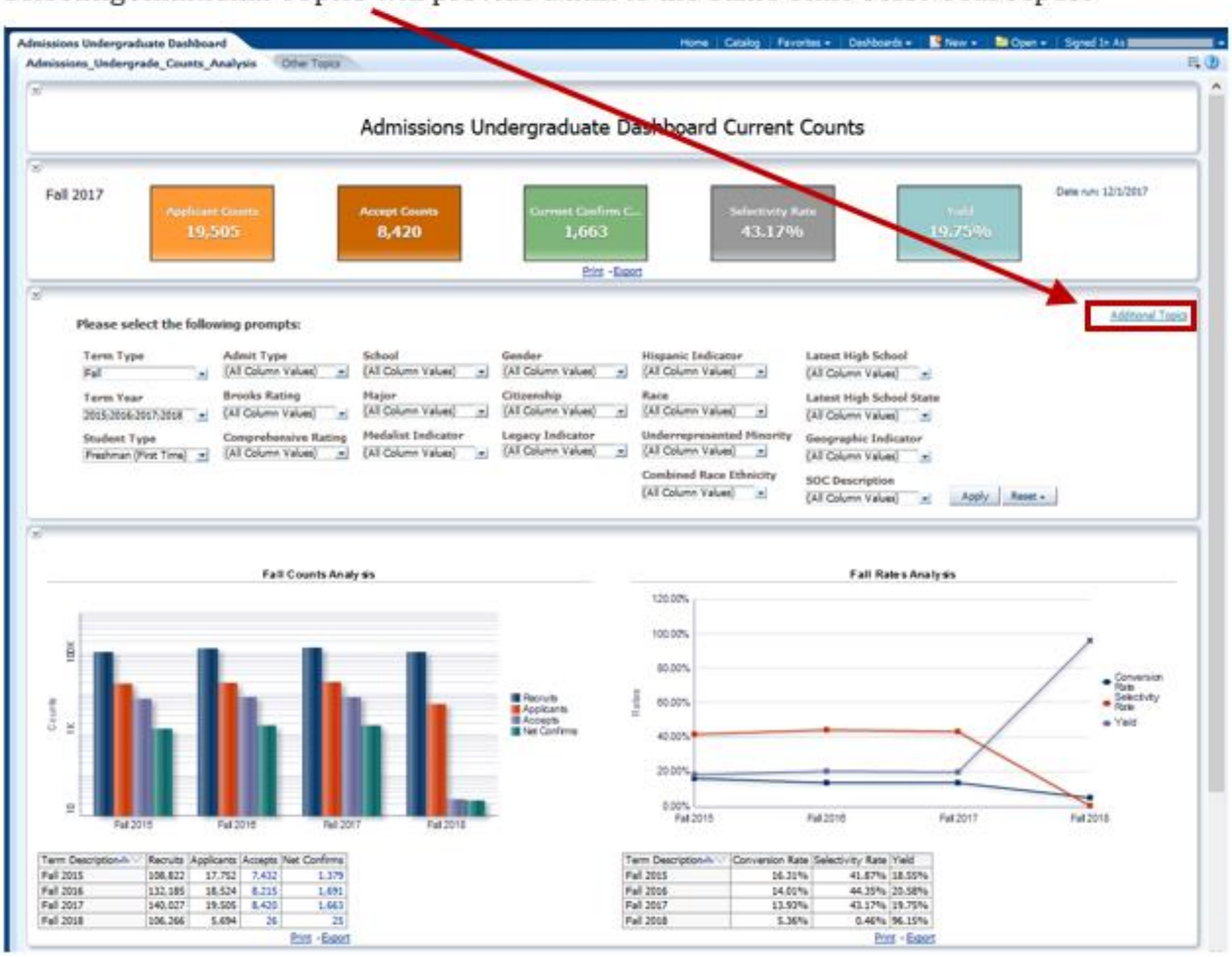
- From Folders, open Shared Folders, Admissions Undergraduate, and select the Dashboards folder
- Select Open from the options below the Admissions Undergraduate Dashboard



The dashboard will open as:

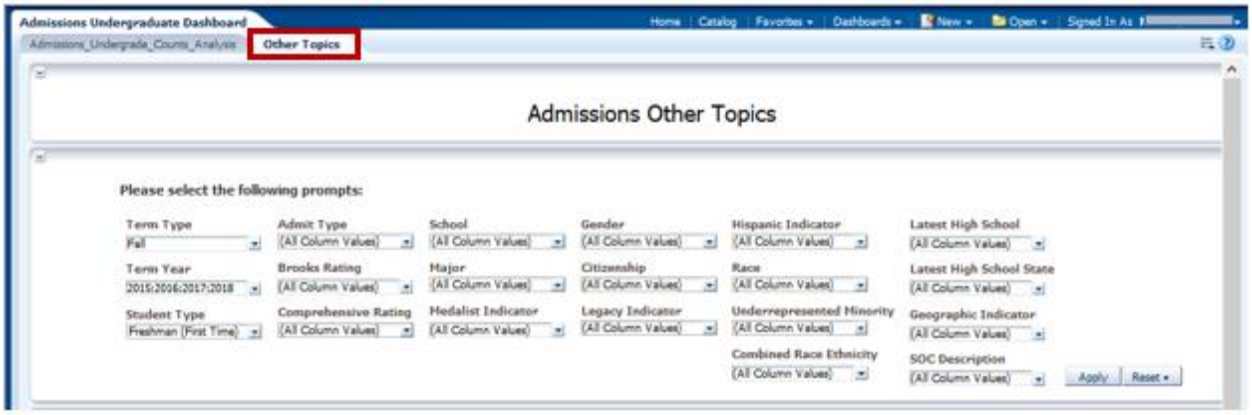


Selecting Additional Topics will provide a link to the Same Time Prior Year report



Selecting the Other Topics Tab will open the following dashboard page:

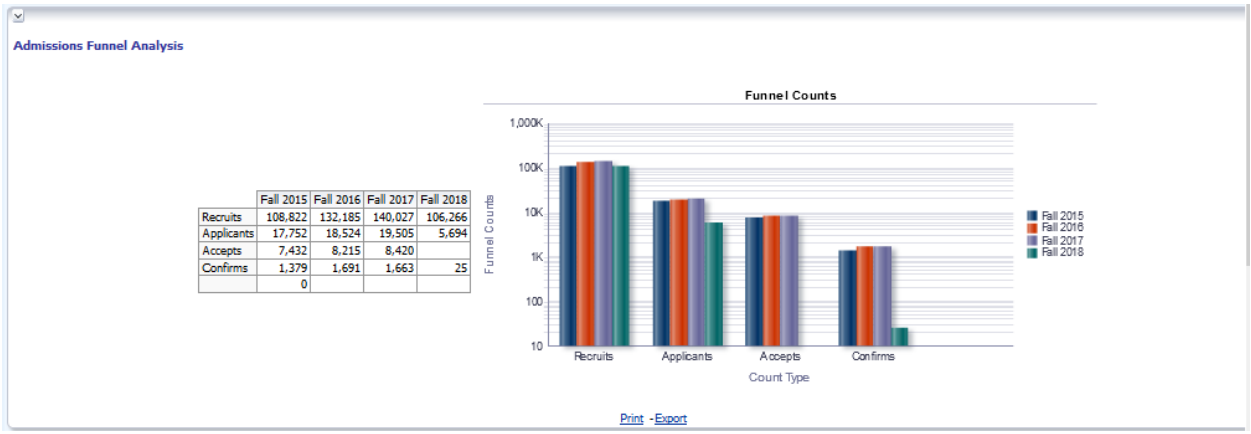
- Prompts



- Admissions Analysis by Comprehensive Rating

Comprehensive Rating Decision	Fall 2015	Fall 2016	Fall 2017	Fall 2018
A1	4,784	5,220	6,112	13
A2	2,153	2,453	1,940	12
A3	495	542	368	1
Undeclared	10,320	10,309	11,085	5,668
Grand Total	**17,752**	**18,524**	**19,505**	**5,694**

- Admissions Funnel Analysis



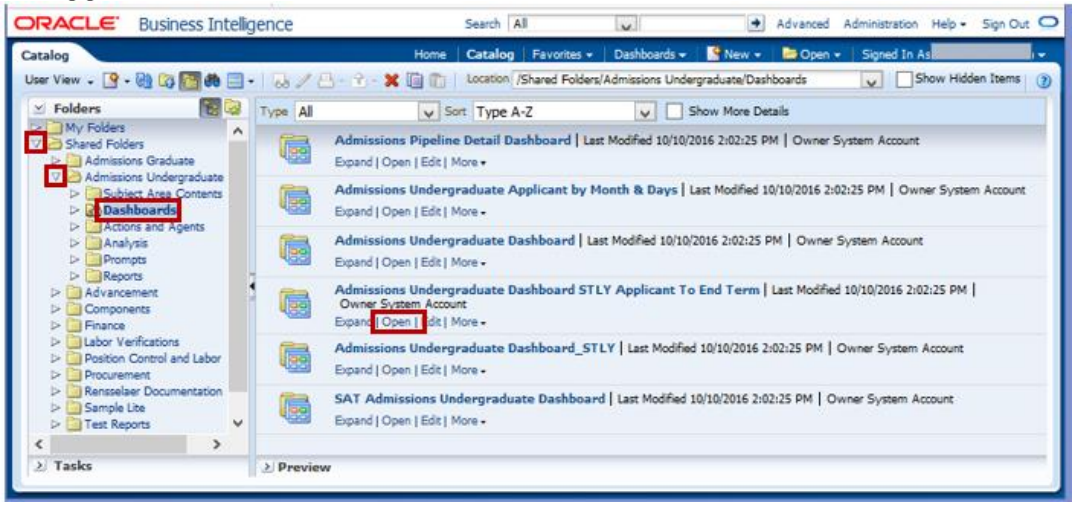
	Fall 2015	Fall 2016	Fall 2017	Fall 2018
Recruits	108,822	132,185	140,027	106,266
Applicants	17,752	18,524	19,505	5,694
Accepts	7,432	8,215	8,420	
Confirms	1,379	1,691	1,663	25
	0			

- Top Ten Rank in Class Analysis

	Fall 2015		Fall 2016		Fall 2017		Fall 2018	
	Percent	Head Counts	Percent	Head Counts	Percent	Head Counts	Percent	Head Counts
Recruits	58%	3,869	57%	3,842	56%	3,681	54%	27
Applicants	58%	3,838	57%	3,813	56%	3,672	67%	6
Accepts	80%	2,576	77%	2,748	77%	2,614		
Confirms	72%	466	65%	468	63%	388	71%	5
		0						

Admissions Undergraduate Dashboard STLY Applicant to End of Term

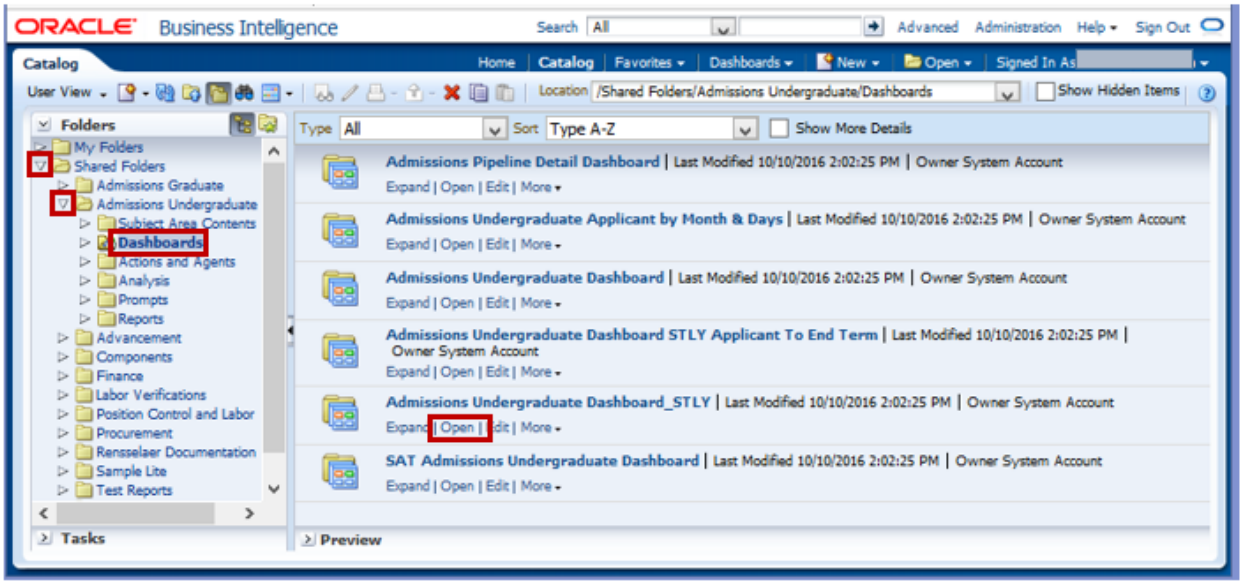
- From Folders, open Shared Folders, Admissions Undergraduate, and select the Dashboards folder
- Select Open from the options below the Admissions Undergraduate Dashboard STLY Applicant to End of Term



The dashboard will open as:

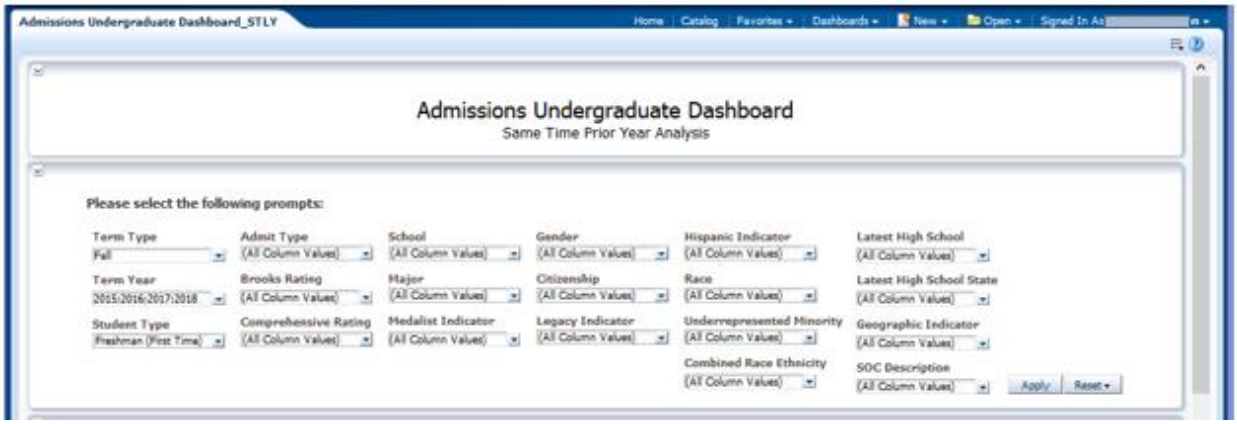
Admissions Undergraduate Dashboard STLY (Same Time Last Year)

- From Folders, open Shared Folders, Admissions Undergraduate, and select the Dashboards folder
- Select Open from the options below the Admissions Undergraduate Dashboard_STLY

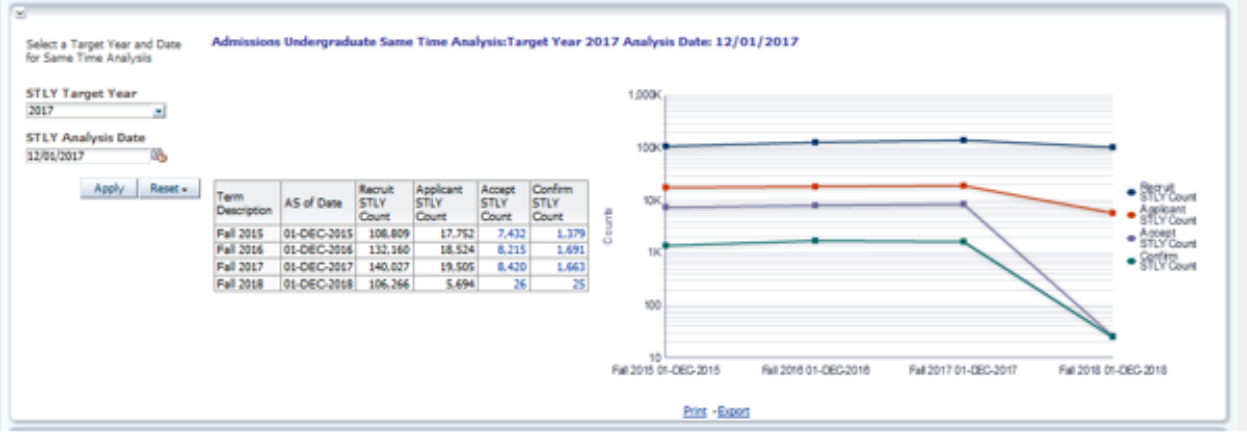


The dashboard will open as:

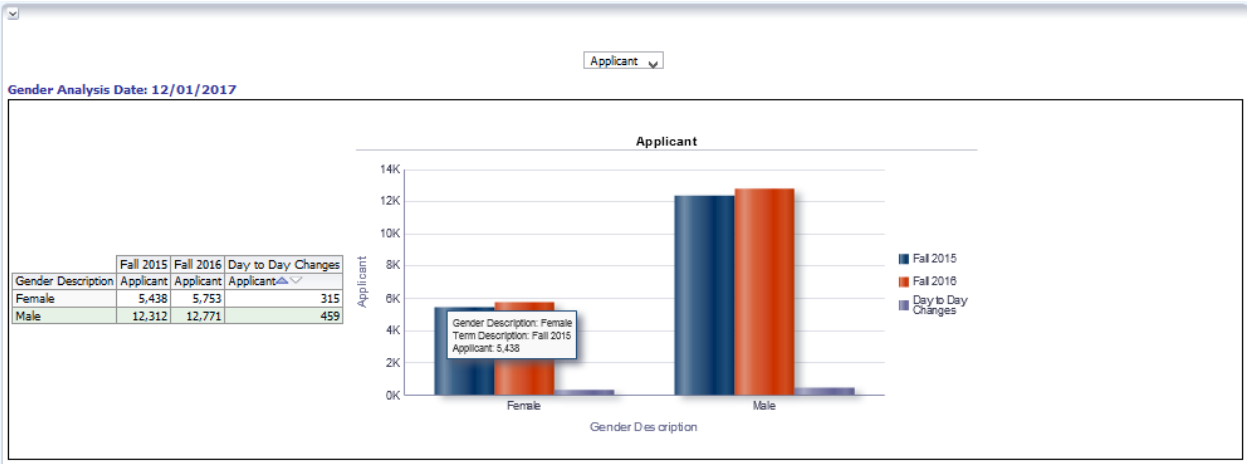
- Prompts



- Admissions Undergraduate Same Time Analysis Target Year, Analysis Date



- Gender Analysis



- Race Analysis

Race Analysis Date: 12/01/2017

	Fall 2015	Fall 2016	Day to Day Changes
Two Or More Ethnicity Indicator	Applicant	Applicant	Applicant
American Indian or Alaskan Native	36	31	-5
Asian	2,116	2,513	397
Black or African American	992	1,108	116
Multiple Races	1,449	1,089	-360
Native Hawaiian or Other Pacific Islander	9	9	0
Not Applicable	4,768	5,022	254
Unknown	288	315	27
White	8,092	8,437	345

- School Analysis

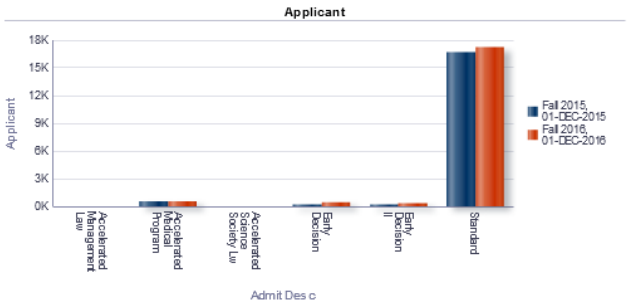
School Analysis Date: 12/01/2017

	Fall 2015	Fall 2016	Day to Day Changes
Degree School Description	Applicant	Applicant	Applicant
Humanities, Arts & Soc Sci	964	1,102	138
Information Technology	56	84	28
Lally School of Mgt & Tech	581	581	0
School of Architecture	464	509	45
School of Engineering	9,775	9,741	-34
School of Science	5,266	5,834	568
Undeclared School	644	673	29

- Admit Type Analysis

Admit Type Analysis Date: 12/01/2017

	Fall 2015	Fall 2016
	01-DEC-2015	01-DEC-2016
Admit Desc	Applicant	Applicant
Accelerated Management Law	13	17
Accelerated Medical Program	579	553
Accelerated Science Society Lw	7	10
Early Decision	276	440
Early Decision II	278	380
Standard	16,597	17,124



- Major Analysis

Major Analysis Date: 12/01/2017

Term Description	Fall 2015	Fall 2016	Day to Day Changes
Major Minor Conc Description	Applicant	Applicant	Applicant
Aeronautical Engineering	944	1,015	71
Applied Physics	111	114	3
Architecture	453	486	33
Biochemistry & Biophysics	263	272	9
Bioinformatics & Molec Biology	122	172	50
Biology	1,170	1,178	8
Biomedical Engineering	1,323	1,354	31
Building Sciences	11	23	12
Business and Management	580	581	1
Chemical Engineering	994	855	-139
Chemistry	254	280	26
Civil Engineering	581	576	-5
Cognitive Science	90	119	29
Communication	43	38	-5
Computer & Systems Engineering	843	867	24
Computer Science	2,034	2,366	332
Design, Innovation and Society	67	93	26
Economics	153	127	-26
Elect Media, Arts, & Comm	95	80	-15
Electrical Engineering	797	817	20
Electronic Arts	40	26	-14
Environmental Engineering	255	252	-3
Environmental Science	72	69	-3
Games & Simulation Arts & Sci	199	299	100
Geology	21	18	-3

Rows 1 - 25

- High School State Analysis

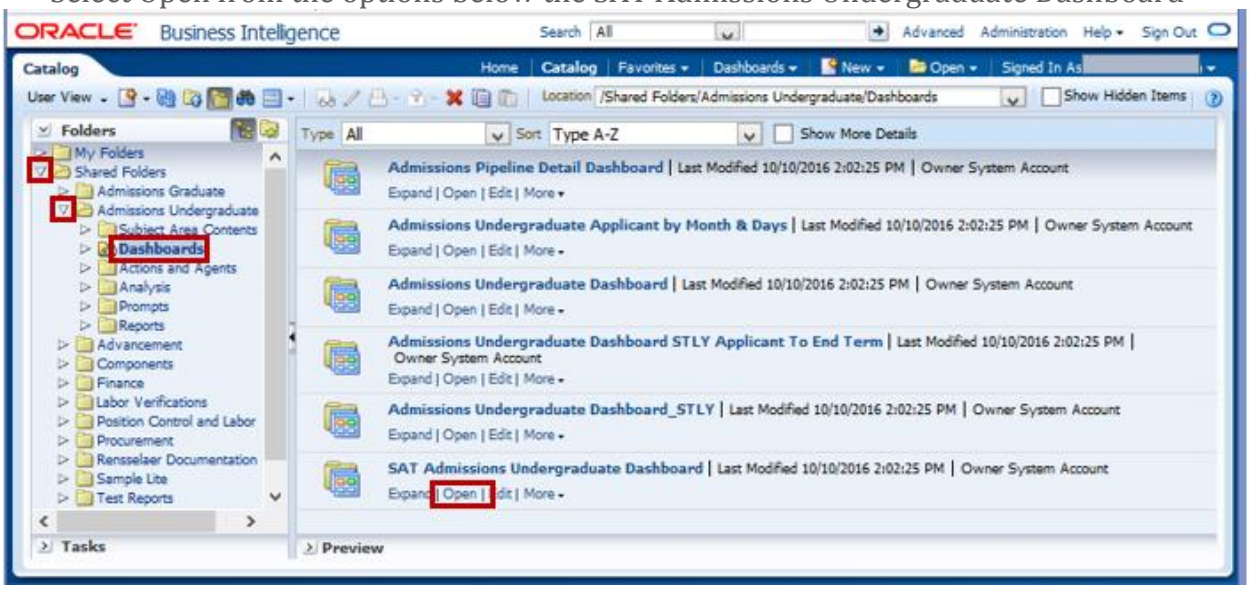
High School State Analysis Date: 12/01/2017

	Fall 2015	Fall 2016	Day to Day Changes
High School State	Applicant	Applicant	Applicant
.	22	13	-9
AA	1		-1
AB	4	4	0
AE	10	9	-1
AK	32	35	3
AL	51	76	25
AP	2	2	0
AR	33	47	14
AS		1	1
AZ	129	172	43
BC	21	15	-6
CA	1,454	1,457	3
CO	174	200	26
CT	773	841	68
DC	37	46	9
DE	61	62	1
FL	423	465	42
GA	166	193	27
GU	1		-1
HI	48	67	19
IA	29	40	11
ID	39	27	-12
IL	285	364	79
IN	72	99	27
KS	34	40	6

Rows 1 - 25

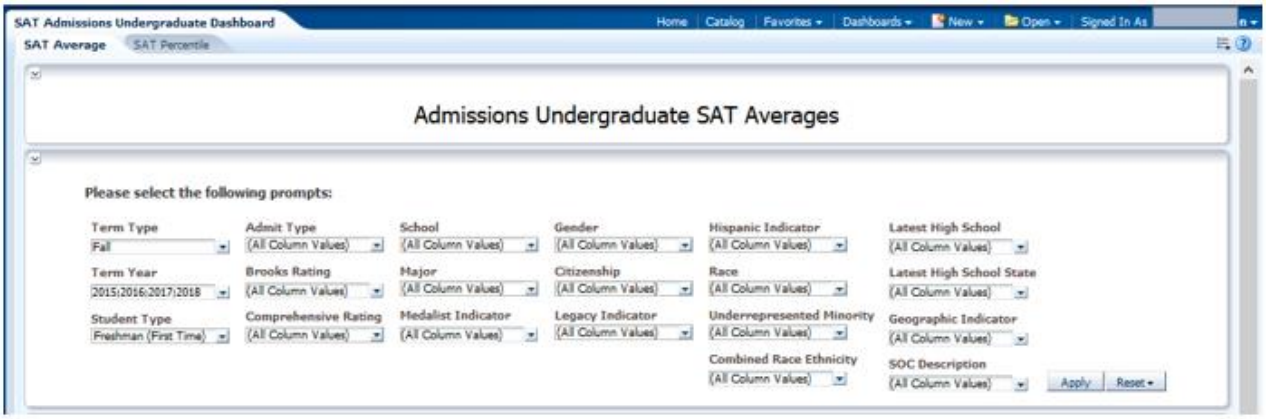
SAT Admissions Undergraduate Dashboard

- From Folders, open Shared Folders, Admissions Undergraduate, and select the Dashboards folder
- Select Open from the options below the SAT Admissions Undergraduate Dashboard



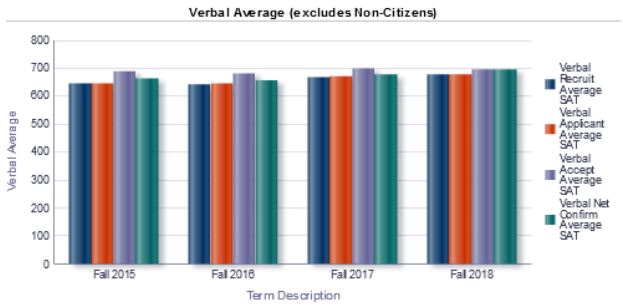
The dashboard will open as:

- Prompts



- SAT Verbal Average (exclude Non-Citizen)

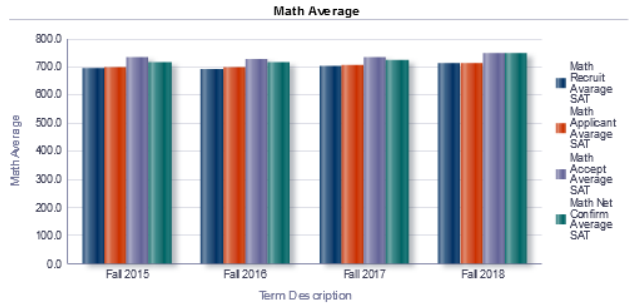
SAT Verbal Averages (excludes Non-Citizens)



Term Description	Verbal Recruit Count	Verbal Recruit Average SAT	Verbal Applicant Count	Verbal Applicant Average SAT	Verbal Accept Count	Verbal Accept Average SAT	Verbal Net Confirm Count	Verbal Net Confirm Average SAT
Fall 2015	9817	642.4	8439	645	4218	686.4	725	660.7
Fall 2016	9971	641.2	8292	644	4528	679.6	906	656.0
Fall 2017	11089	666.5	9431	668	4955	697.7	915	677.5
Fall 2018	6344	676.9	2865	677	14	692.9	14	692.9

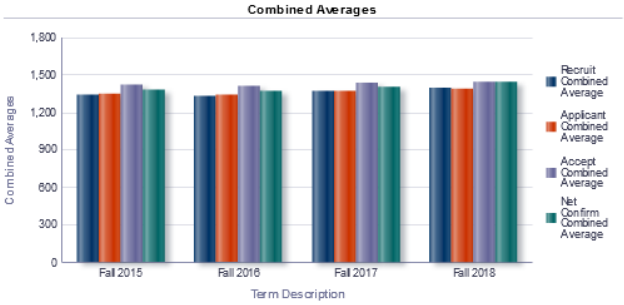
- SAT Math Average

SAT Math Averages



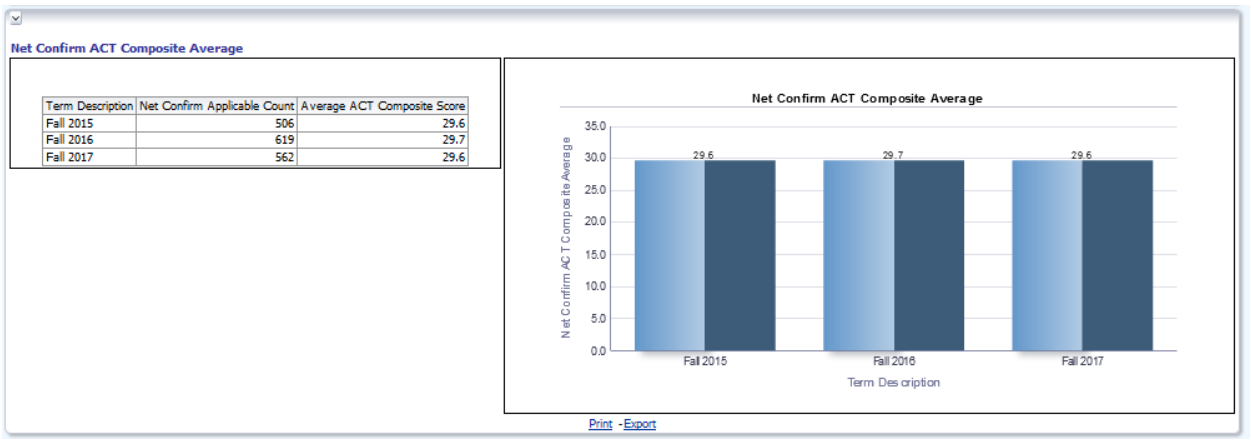
Term Description	Math SAT Recruit Count	Math Recruit Avarage SAT	Math SAT Applicant Count	Math Applicant Avarage SAT	Math SAT Accept Count	Math Accept Average SAT	Math SAT Net Confirm Count)	Math Net Confirm Average SAT
Fall 2015	12066	694.5	10536	698.7	4916	731.3	873	716.3
Fall 2016	12307	691.9	10369	695.9	5121	726.2	1072	713.8
Fall 2017	13282	701.6	11404	704.7	5530	731.8	1100	722.1
Fall 2018	6592	712.8	3083	711.0	15	747.3	15	747.3

Term Description	Recruit Combined Average	Applicant Combined Average	Accept Combined Average	Net Confirm Combined Average
Fall 2015	1,337	1,344	1,417.7	1,377.0
Fall 2016	1,333	1,339	1,405.9	1,369.7
Fall 2017	1,368	1,373	1,429.6	1,399.7
Fall 2018	1,390	1,388	1,440.2	1,440.2



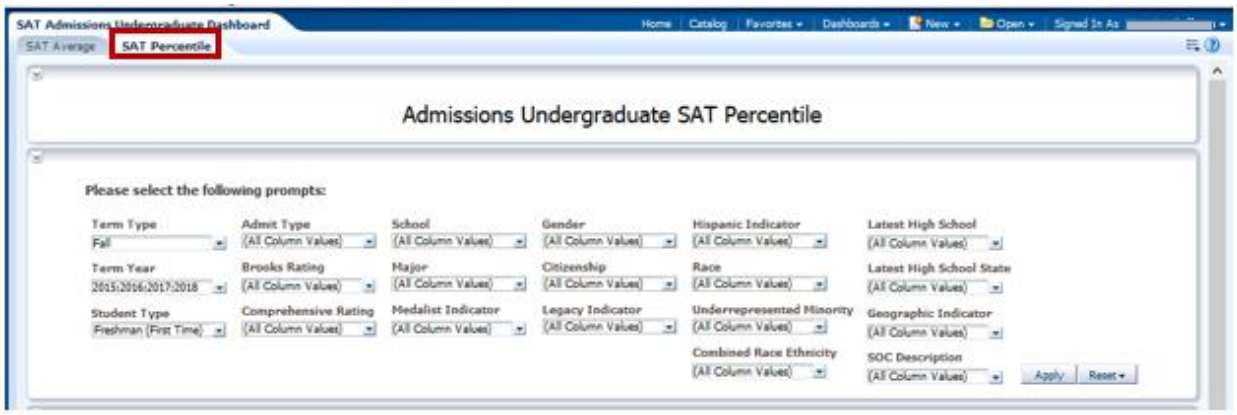
Print - Export

- Net Confirm ACT Composite Average



Selecting the tab will open the following dashboard page:

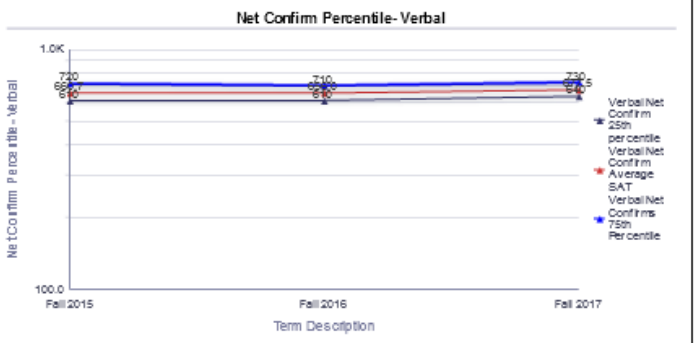
- Prompts



- SAT Percentiles for Verbal and Math, and the Averages and Standard Deviation

Admission Undergraduate SAT Percentile- Verbal(excludes Non-Citizens)

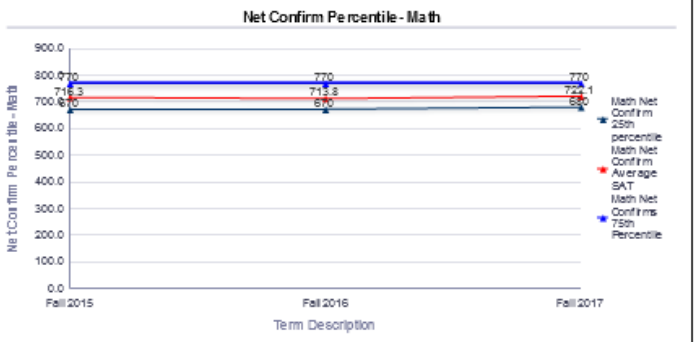
Term Description	Verbal Net Confirm 25th percentile	Verbal Net Confirm Average SAT	Verbal Net Confirms 75th Percentile
Fall 2015	610	660.7	720
Fall 2016	610	656.0	710
Fall 2017	640	677.5	730



Print - Export

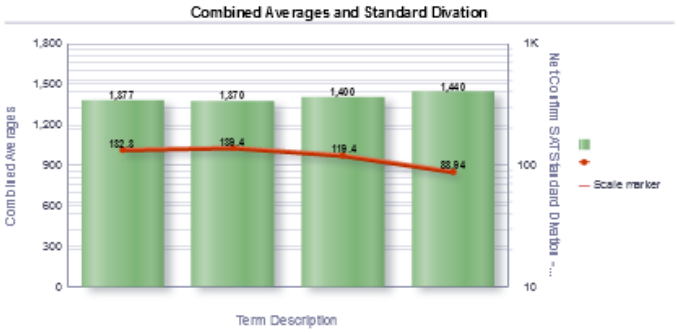
Admission Undergraduate SAT Percentile- Math

Term Description	Math Net Confirm 25th percentile	Math Net Confirm Average SAT	Math Net Confirms 75th Percentile
Fall 2015	670	716.3	770
Fall 2016	670	713.8	770
Fall 2017	680	722.1	770



Print - Export

Term Description	Net Confirm Combined Average	Net Confirm SAT Standard Diviation - Combined
Fall 2015	1,377.0	132.3
Fall 2016	1,369.7	139.4
Fall 2017	1,399.7	119.4
Fall 2018	1,440.2	88.9



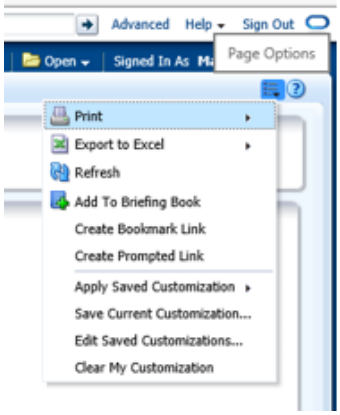
Print - Export

TOOLS AND MENUS

Prompts (drop down lists)

- Select one or more values from the drop-down list or
- Type directly into the drop-down box or
- Search for something specific (at the bottom of the drop down list is a search box)
- Select Apply (this will process the report based on what you selected in the prompts)

Page Options



Print and Export

- Dashboard (will print or export entire dashboard, all pages)
- Page (will print or export the current page you are on)
- Report (will print or export only the report section you have selected)
- Print
    - Printable PDF
    - Printable HTML (includes more options for resizing, headers and footers)
- Export
    - PDF
    - Excel 2007+ (formatted data, totals are static)
    - PowerPoint 2007+
    - Web Archive (.mht)
    - Data
        - CSV Format (raw, unformatted data, no totals)
        - Tab delimited Format
        - XML Format

Rows Visible (how to view all rows of data)

- By default, only a certain number of rows will be visible. If there are additional rows available, you will see the arrows below. Select the double arrow to view the next 500 rows of data.

Drill to Detail

- If a field in a report is blue, there is additional detail available. Click on the field and a new browser window will open.

Add Column

- Right click on a column name, select Include Column, then select from the available columns

Move Column

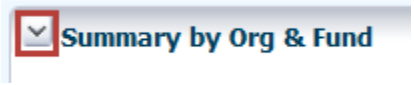
- Hover cursor over a column name until you see the double arrow cross icon
- Then left click to select and drag column below the column name until you see a highlighted area where you want to drag it to
- Or, right click and select Move Column, then select Left or Right

Remove Column

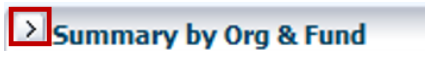
- Right click on a column name, select Exclude Column

Hide/Unhide Sections

- Select the down arrow at the top left of the section to hide

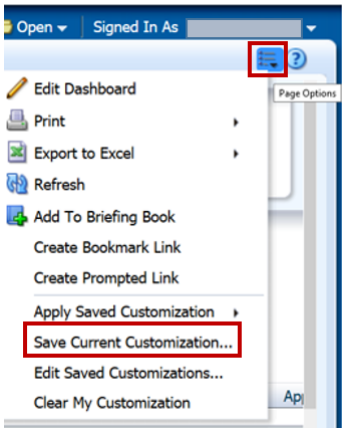


- Select the right arrow at the top left of the section to unhide

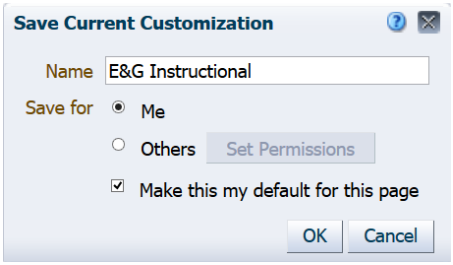


Save Current Customization

- From the Page Options menu (upper right), select “Save Current Customizations…”

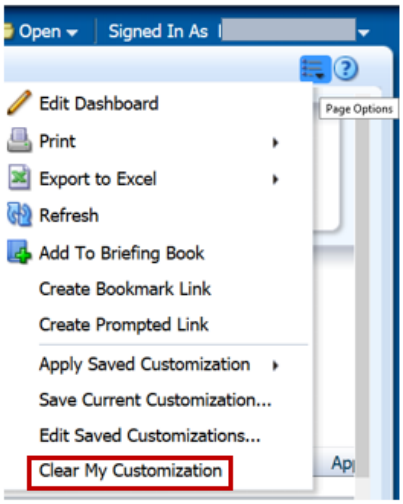


- Then add a meaningful name
- To apply this customization to this dashboard each time you open it, select “Make this my default for this page”



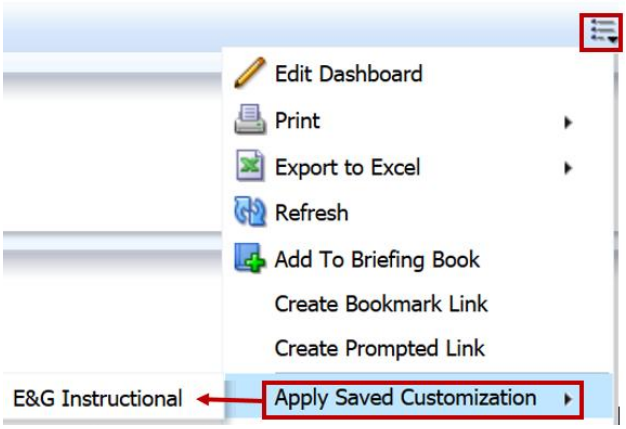
Clear Customization

- From the Page Options menu (upper right), select “Clear My Customization”



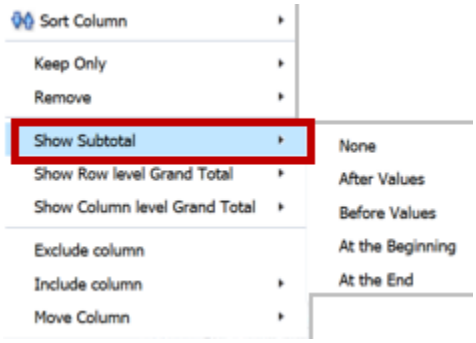
Open Custom report

- To view reports that have been saved as customizations
- The newly created customization, plus any others you have available to you, will now be accessible from the Page Options menu
- Select “Apply Saved Customization” and select customization from the list



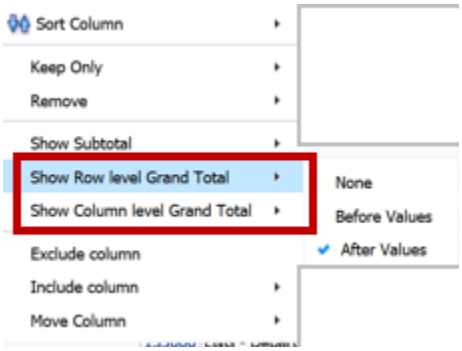
Subtotal

- Right click on a column name, select “Show Subtotal”, then select location



Grand Total

- Right click on a column name, select “Show Row level Grand Total”, or “Show Column level Grand Total”, then select location



Add Pivot Table Section

- Hover cursor over a column name until you see the double arrow cross icon
- Then left click to select and drag column above the column name until you see a highlighted area named “Sections”
    - This will move the column above the report

- Or, right click and select Move Column, To Sections

Add Pivot Table Prompt

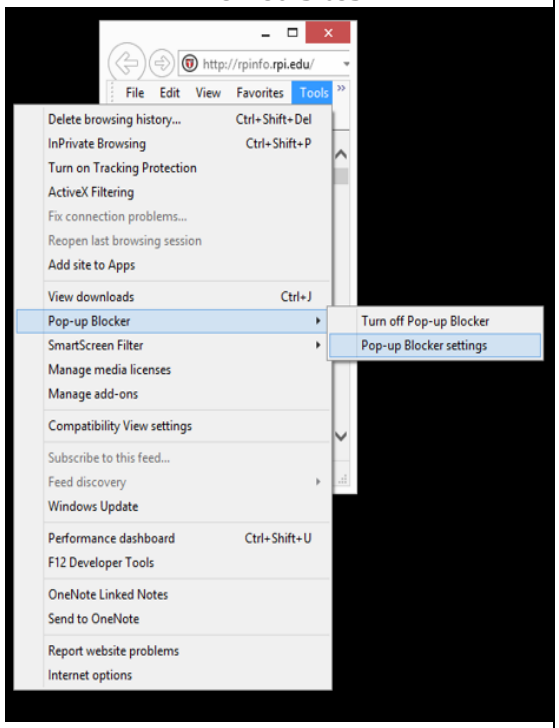
- Hover cursor over a column name until you see the double arrow cross icon
- Then left click to select and drag column above the column name until you see a highlighted area named “Pivot Table Prompts”
    - This will move the column above the report as a prompt (drop-down list)

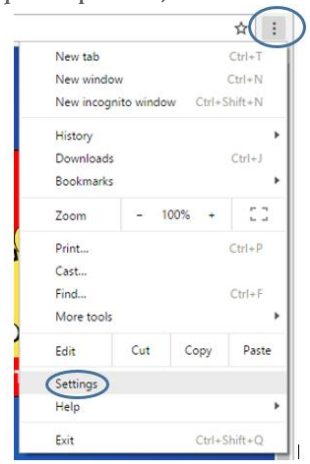
- Or, right click and select Move Column, To Prompts

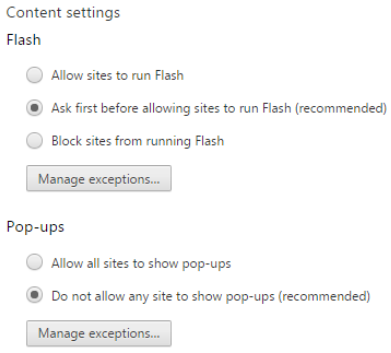
Browser Settings

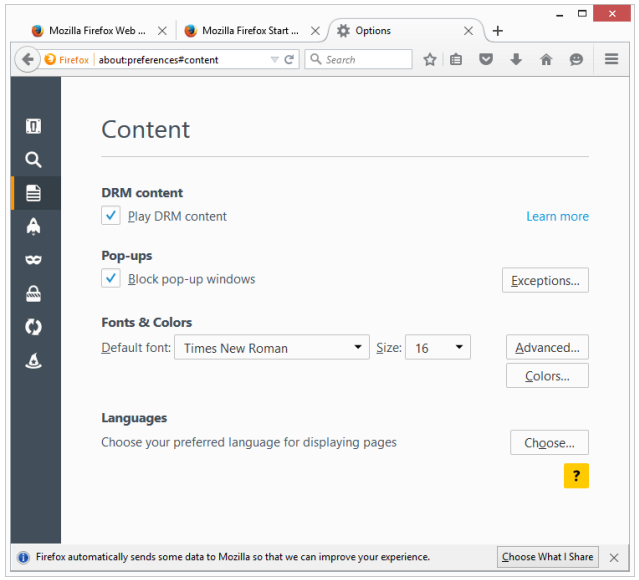
Pop-Up Blocker

Internet Explorer	Chrome	Mozilla Firefox
From the Tools Menu, hover over the Pop-up Blocker item, and select "Pop-up Blocker settings" option in the fly-out menu. Add *.rpi.edu to the list of Allowed sites	Settings, select "show advanced settings…" at the bottom, under Privacy select content settings, under Pop-ups select manage exceptions, type *.rpi.edu, select Allow	Options, content, exceptions, add https://obiee.server.rpi.edu



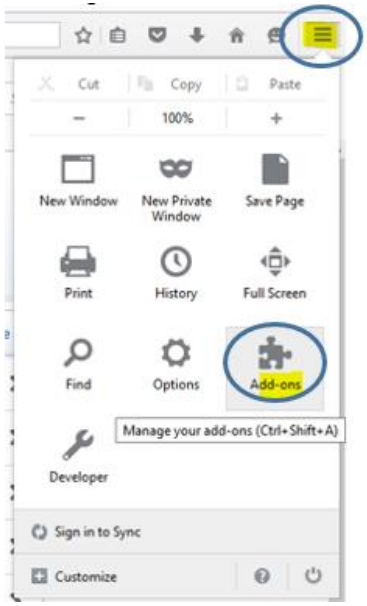




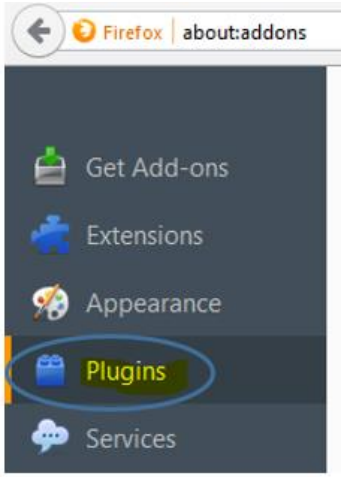


Mozilla Firefox: Adobe Flash (Shockwave Flash) must be enabled (to view graphics like charts)

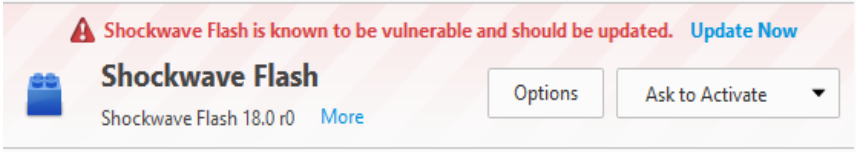
1. Top Right of screen, will open menu of options. Select "Add-ons".



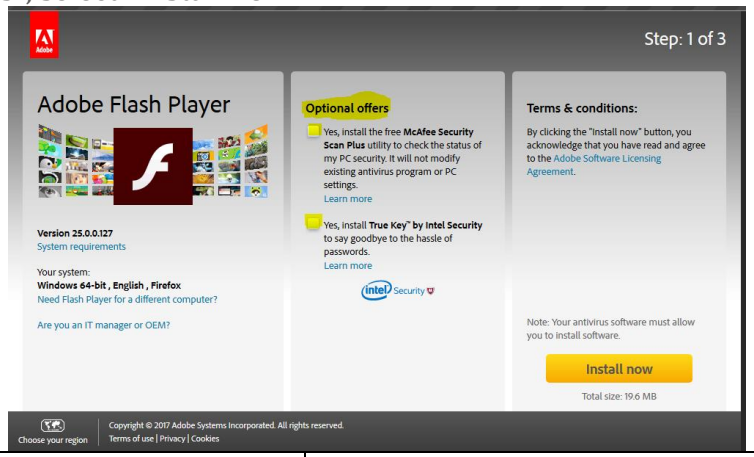
2. From top left, select Plugins



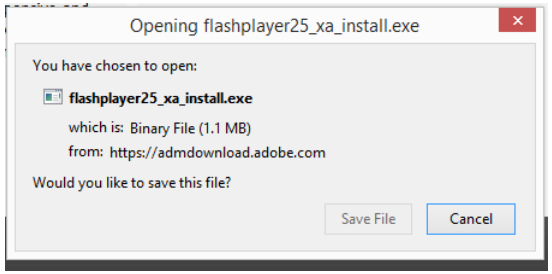
3. Select "Update Now":



4. Recommend, do not leave boxes checked under "Optional offers", select "Install now"



5. Select "Save File":



6. It will ask do you want to install, answer yes

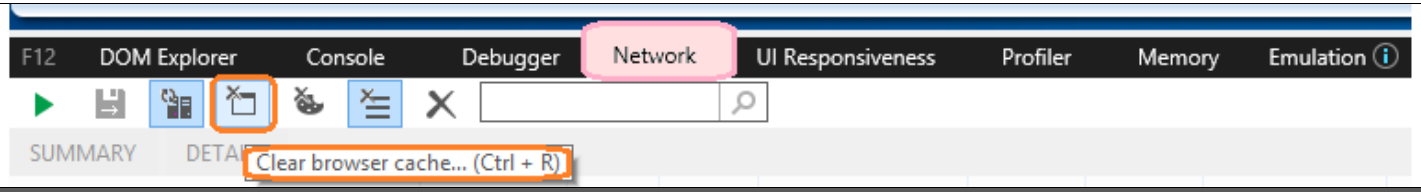
7. Select auto update option, then "Next"

8. Select "Finish" and restart browser

Internet Explorer, Clear Cache

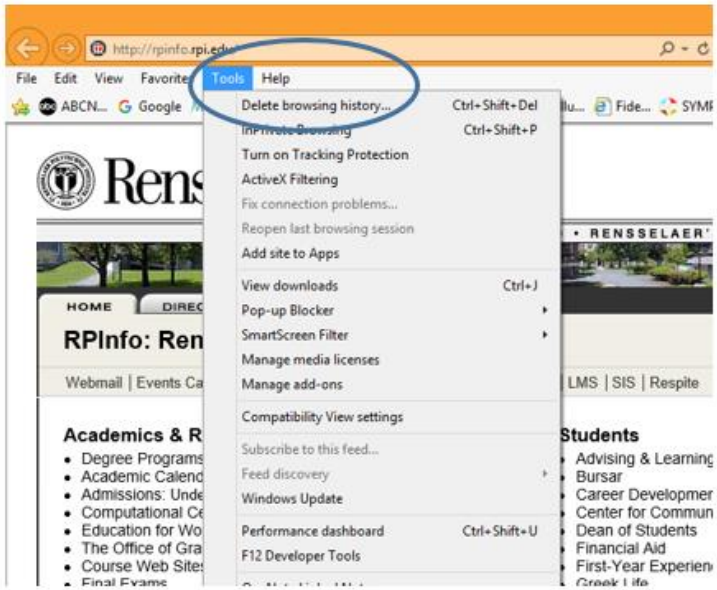
(If menu in isn't visible or there is no content, in IE, the cache may need to be cleared)

1. *Hit F12 (on your keyboard) to display developer tools (or from the menu bar, select Tools, then F12 Developer Tools*
2. *Select the "Network" tab*
3. *Click the "Clear Browser Cache" button (4th from the left)*
4. *Restart browser*



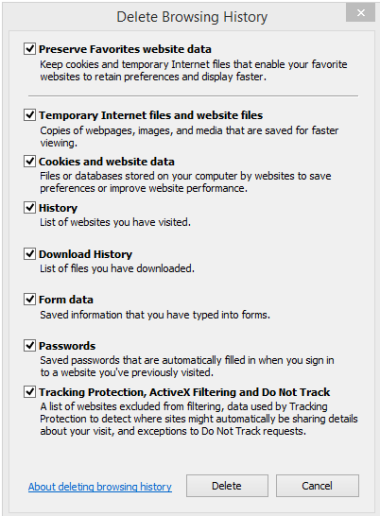
and / or

Under Tools, Delete browsing history…

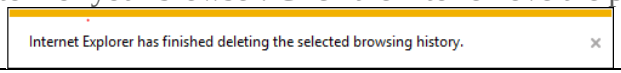


Check all of the boxes in the Delete Browsing History window

Click **Delete** on the bottom of the window



You will eventually after a short period of time, depending on your personal amount of history since the last cache clear, see a pop-up on the bottom of your browser. Click the x to remove the pop-up.



CONTACT INFORMATION

If you have any questions or comments,

please E-mail the data warehouse group:

Email: Data Warehouse Support

iacs-dw-sup@lists.rpi.edu

NOTES