



Summary Reports (counts of students)



Record-Level Reports

ACCESS

1. <http://mysru.sru.edu> > SRU Experience Portal > All Links Tile > My Reports > Cognos
2. <https://sis.sru.edu/ibmcognosprod>
3. <http://sislinks.sru.edu/PROD/> > COGNOS [PROD]

Current Students

Report Title	Description	Location: Team Content
• Registration Summary	University-wide picture	#1 Summary Reports > Enrollment Reports
• Registration by Academic Units	Current & prior-year YTD headcount by college	#1 Summary Reports > Enrollment Reports
• Enrollment Crosstabs	Historical trends by: college, dept, program, concentration	#1 Summary Reports > Enrollment Reports > Historical Enrollment Summaries
• Registered Students in My Dept	Demographic, Academic, Contact information for students majoring in my department	#5 My Department Contact lists > Current Students
• Students Eligible to Register in My Dept	Demographic, Academic, Contact information for students who haven't withdrawn or graduated but haven't yet registered for class	#5 My Department Contact lists > Current Students

Applicants

Report Title	Description	Location: Team Content
• FR/TR New Enrollment Summary	Admissions funnel data for new freshman and new transfer applicants	#1 Summary Reports > Admissions Funnels
• GR Admissions Funnel by Program	Admissions funnel data for new graduate students by department > program > concentration	#1 Summary Reports > Admissions Funnels
• Admissions Summary	Counts of new FR and new TR cross-tabulated by: race/ethnicity, region, college	#1 Summary Reports > Admissions Funnels > Special Admission Funnels
• Potential New FR in My Dept	Demographic, academic, contact info for new FR offers-not-deposits, deposits, and registrations	#5 My Department Contact Lists > New Students
• All Graduate Applicants in My Dept	Demographic, academic, contact info for all graduate applicants to your department	#5 My Department Contact Lists > New Students

Courses

Report Title	Description	Location: Team Content
• Master Schedule for Registration	PDF report lists every course separated into sections by subject	#2 Academic Reports > #5 Master Schedule Reports
• Master Schedule of Courses with Open Seats	A specific set of courses that have not yet reached maximum enrollment	#2 Academic Reports > #5 Master Schedule Reports
• Historical Course Enrollment by Subject and Number	Enrollment trend of courses over time	#1 Summary Reports > Enrollment Reports > Historical Enrollment Summaries
• Class List by CRN	Enter one or multiple CRNs to see a list of students registered for each, email, major	#2 Academic Reports > #2 Class List Reports