

Tableau is data visualization software that EM&M has been using for some time and that the College of Liberal Arts & Social Sciences adopted as a reporting tool to replace the Power Analyzer. The LAS Technology Center has been using Tableau since 2011 and below are the most popular reports on Tableau Server that are available to all LAS department chairs, program directors and full/part-time staff:

| Project             | Workbook       | Views/Tabs  | Description   |
|---------------------|----------------|---|---|
| LAS Classes         | Classes        | Classes Dashboard<br>Enrollment Totals  | Shows all LAS courses from Summer 2011 to the current quarter along with course enrollment, cap, instructor, meeting time and combined section  |
| LAS Degrees Awarded | DegreesAwarded | Degrees Awarded<br>Demographics<br>International<br>List  | Shows total number of conferrals by year, ethnicity and gender, a map of international population, and lists the students with their conferral date   |
| LAS Students        | Student Report | Majors<br>Double Majors<br>Minors<br>Graduate Students<br>Certificate Students<br>Advisors' Advisees<br>Future Students | Lists the current term's activated students in the various categories along with a list of faculty and their advisees, and students who are active but not term activated or eligible to enroll for the current term and students who starting in a future term |

**NOTE:** All of these reports are updated daily with data captured from PeopleSoft the night before so the information changes every day. If there appears to be a discrepancy in the data, first verify that the information is correct in Campus Connect.

## Important

Student information should only be shared with other DePaul employees on a need-to-know basis and should not be shared with any third parties or student employees; otherwise, this is a violation of [FERPA](#). Also, when sending an email to more than one student, the email addresses need to be copied into the bcc: box of the message. This prevents the students from seeing each other's email addresses. Lastly, it is okay to email constituents within your own area, but you must allow a way for them to opt-out of receiving further email communication. Please see [this policy](#) for further information.

For a quick lesson on using Tableau at DePaul, please watch the instructional videos linked below. We encourage you to relax and watch them all together in couch mode by clicking this icon. 🛋️

<http://vimeo.com/album/2706840> (password: depaullastc)

If you have a question about a particular Tableau report, have an idea for a new Tableau report, believe there is an error in the data, or would like to express a compliment or complaint, please email [LASDataRequest@depaul.edu](mailto:LASDataRequest@depaul.edu).