Data Highlighting Practices

During the data preparation for the following reports, certain data was highlighted for review and presentation. Following the listing of reports is an explanation of the highlighting practices.

Reports with Data Highlighting

Complete Data Sets
  • Schedule of Classes Snapshots (Census)

Class Time Module Usage
  • Classes that Meet on Fridays

Friday Activity
  • Classes that Meet on Fridays

Data Highlighting Practices

1. Under column headings, Building and Room, all general inventory classrooms (GICs) are highlighted in yellow – all other rooms are left without highlight
2. Under column heading, Start Time, End Time and Meeting Pattern (Mtg Pat), all standard time modules are highlighted in yellow – all other combinations of start/end times and meetings patterns are left without highlight
3. All meeting patterns are reflected in the reports listed above. An individual class, with a unique Class Number (Class Nbr), may have several rows reflected on these reports. Repeating Class Number data is highlighted for further review. Those additional rows that were the result of multiple instructors were shaded in gray and the data strikeout feature was used so that these rows would not inflate the counts of total meeting patterns and classes offered during standard meeting patterns.