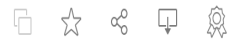


Program Review Data Retrieval Instructions

1. Go to the [Program Review Data Dashboard](#). You will find **Enrollment** and **Equity** data here, which are required for Instructional areas.
 - **Non-instructional areas** may go to [AVC IERP](#) link to choose appropriate data to be used for your analysis.
2. By default, you will see the **Instructions & Definitions**.

Academic Program Review by [AVC IERP](#)



Instructions and Definitions

Enrollment


Equity


Institutional Success & Retention

Navigating the Dashboard

To navigate this dashboard, click on the **tabs** above.

Alternatively, you can use >>> at the bottom of the page to navigate back and forth.

Each tab has filters  that allow you to slice and dice the data.



Select Your **Subject Area**

Select Your **Program** to see Awards

Academic Year

(Multiple values)


Subject Filter

BUS

Program Major Filter

(Multiple values)

Click >>> to View your Data >>>

- Under “Academic Year,” choose the FOUR most recent academic years.
 - Under “Subject,” select your subject area (academic discipline).
 - Under “Program Major,” unselect majors that were included by default (if any). Then, choose your degree/certificate/program offering(s).
3. You can now access your **Enrollment** and **Equity** data.
 4. For **EACH** tab (**Enrollment** and **Equity**), click on the download  icon on top or bottom of the page.
 - Select to download the data in **image** format.
 - Copy and paste the image of the data page in your Part 5 of the Program Review Report.

Reminder:

In Part 5 of your Program Review Report, you ***must have these required data inserted:***

- **Instructional Areas:** Enrollment and Equity data
- **Non-Instructional Areas:** Any supporting data/information