

## General Admissions Report

A lot of admissions queries in AY are very similar: they output data coming from applications, and select the this data based on the same fields: admin term, major, department, career, etcetera.

In Slate a query filter (criteria for application selection) can be modified when you run a query. This removes the need to create separate queries for each combination of these selection criteria. Four basic queries have been created to cover a large percentage of the previous AY queries:

### General Admissions Report

This is a comprehensive report that shows biographic data, admission data, test score data, decision data, and previously attended institutions with details.

### General Admissions Report, more filters

This is the same comprehensive report, but with more options to further narrow down the population that shows up on the report.

### General Admissions Report, Simplified

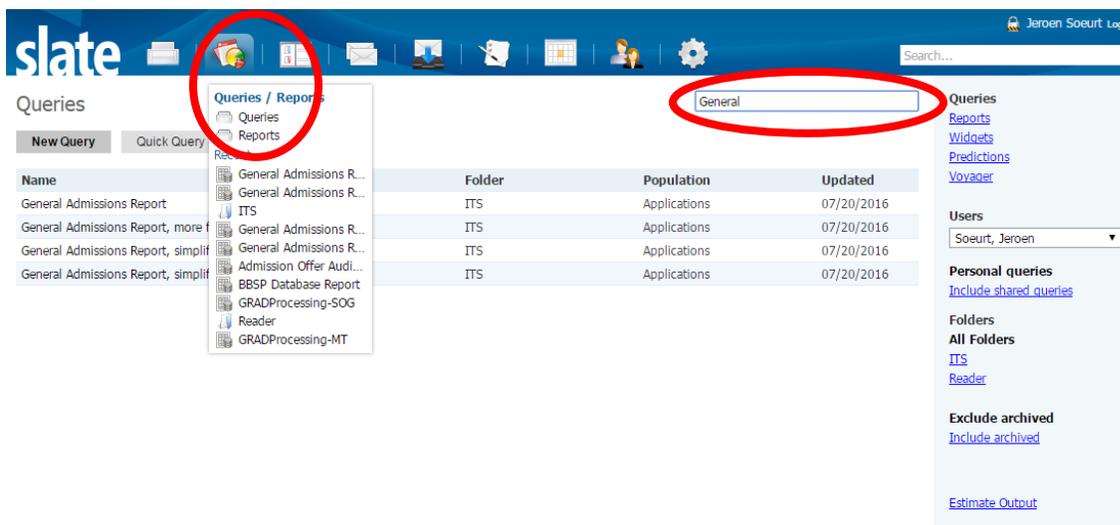
A simplified version of the General Admissions Report. Use this to get a quick list of students/applications based on several criteria.

### General Admissions Report, Simplified, more filters

The same simplified report, but now but with more options to further narrow down the population that shows up on the report.

## Running these queries

Click on the second icon from the left and choose Queries. Now search for General Admissions Report.



The screenshot shows the Slate application interface. The top navigation bar includes the 'slate' logo and a search bar. The 'Queries / Reports' menu is open, showing a list of queries. The search bar contains the text 'General'. The main content area displays a table of queries with columns for Name, Folder, Population, and Updated. The table lists several queries related to General Admissions Reports, all with a Population of 'Applications' and an Updated date of '07/20/2016'. The right sidebar contains navigation links for Reports, Widgets, Predictions, and Voyager, as well as a Users dropdown menu and sections for Personal queries, Folders, and Exclude archived.

Name	Folder	Population	Updated
General Admissions Report	ITS	Applications	07/20/2016
General Admissions Report, more filters	ITS	Applications	07/20/2016
General Admissions Report, simplified	ITS	Applications	07/20/2016
General Admissions Report, simplified, more filters	ITS	Applications	07/20/2016

Click on a query to go to the filter screen.

## General Admissions Report

Folder	ITS
User	<a href="#">Jeroen Soeurt</a>
Population	Applications
Execution Mode	Retrieve all records each time query is run
Filters	<a href="#">Application Status</a> <b>PINNED</b> IN Awaiting Submission, Awaiting Payment, Awaiting Submission <a href="#">Term</a> <b>PINNED</b> IN Fall 2017, Fall 2017 - Deadline 1, Fall 2017 - Deadline 2, Fall 2017 - Deadline 3 <a href="#">Tag</a> NOT IN Test Record <a href="#">Major</a> <b>PINNED</b> IN American Studies, Anthropology, Art History, Audiology, Biology, Chemistry, Computer Science, Economics, Education, English, Environmental Science, Environmental Studies, Health, History, International Studies, Journalism, Law, Life Sciences, Mathematics, Music, Nursing, Philosophy, Political Science, Psychology, Public Health, Public Policy, Sociology, Theology, Urban Planning, Writing <a href="#">Round Key</a> <b>PINNED</b> IN GRAD
Estimated Rows	4

**Run Query**

Here, click on a filter that you'd like to adjust. In this example, choose application status of Awaiting Submission, Major Biology, Round Key Grad and Term Fall 2017 to create a comprehensive report of applications/students for Graduate Biology, Term Fall 2017, who have not yet submitted their application.

The estimated rows count shows you how many rows will show up on the report with the current filters.

Click on Run Query to create the report. From the results screen you can choose to export to a file; for example to Excel.

## General Admissions Report

Output

Excel Spreadsheet

**Export**

You can also click on a row, and choose Lookup Record, to go directly to an application.