

Admin Data Dictionary



Overview tab

Enrollment Trend:

This is the first step where you can filter the date from the first month you had access to the end of the current month. This will allow for the most accurate information and dictates the information displayed on each tab following Enrollment Trend.

Date:

For best results, please filter by date that your webpage went live (otherwise data will default to 1/12/23 and may contain “test” data).

Trendline:

Displays number of screenings completed on each given date.

Survey List:

Shows screenings available and number of screenings taken during selected timeframe.

Survey Dropdown:

Can select “all” to view all screening demographic answers at one time or may filter on individual screenings to view demographic answers individually based on screening selected.

Question Dropdown:

Can select “all” to view all demographic question answers at one time or may filter on individual questions to view demographic answers individually. **Selecting “all” will overlap data making it difficult to view.*

Screening report tab

Survey Dropdown:

Can select “all” or select individual screenings.

Survey Result:

This displays all screenings, the screening result, how many screenings completed, and percent of each category scored. **Please note you need to scroll down to see all screenings.*

Survey Summary:

This displays each screening question, possible answer, and number/percentage of each answer. **Please note, you need to scroll down to see all questions.*

**You also have the ability to download this report via image, Excel, PDF, and/or PowerPoint.*