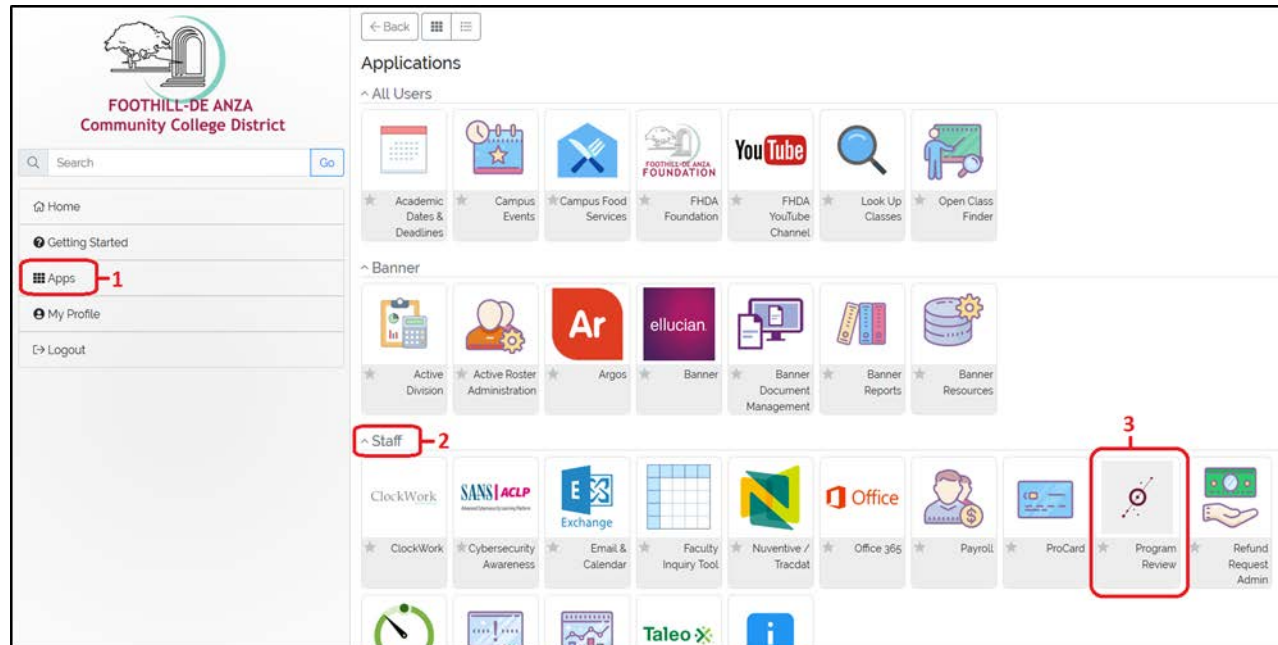


Exploring Degrees and Certificates Awarded in the Program Review Data Tool

Step One: Logging in (Enlarge this document on your screen for best viewing of the print screens)

- Login to MyPortal
- On the menu on the left side of the screen click on “Apps”, then scroll down to the “Staff” drop-down menu and click on the “Program Review” application.



Step Two: Navigating to the Awards Page

- On the home page of the Program Review Tool, click on the menu item “Annual Certificates and Degrees Awarded” circled in red in the image below.

FHDA Online Program Review Data Tool

Welcome to the Program Review Data Tool. The tool was designed to provide departments with standard information for analyzing trends in enrollments and course success that can be used to help assess the strength of a program.

Use the navigation tools on the left to drill down to the division, department, and course.

[Notes and Definitions](#)

FHDA DISTRICT
FHDA District

Multi-Unit Selection

SPECIAL UNIT GROUPINGS

FILTER
EDUCATION LEVEL
ETHNICITY
ON LINE STATUS
GENDER
AGE
CAMPUS
CREDIT STATUS
SPECIAL COURSE TYPE

Program Review

Enrollment Trends

	2012-13	2013-14	2014-15	3-yr %Inc
Unduplicated Headcount	65,181	63,822	62,794	-3.7%
Enrollment	322,949	320,652	321,674	-0.4%
Sections	10,213	10,149	10,402	1.9%
WSCH	1,467,076	1,468,212	1,481,583	1.0%
FTEF	32,619	32,609	32,890	0.8%
FTEF	915.8	916.1	938.2	2.5%
Productivity	534	534	526	-1.4%

Annual Certificates and Degrees Awarded →

Explore Enrollment Trends →

Explore Success Rate Trends →

Disproportionate Impacts →

Other Tools for Comparisons →

Scheduling Tools →

Step Three: Select Your College

- Click on the tree on the left to select only De Anza College
- Expand the tree to show all divisions

The screenshot shows the 'Explore Awards' interface for De Anza College. The left sidebar is expanded to show the 'DE ANZA COLLEGE' section, with a red arrow pointing to the 'De Anza College' item. The main content area displays a table of awards with the following data:

Major	Degree Group	2013-14	2014-15	2015-16	2016-17
2AA1 - Admin Asst/Office Technology	Certificate of Achievement	1			
Total		1	0	0	0
2AA0 - Admin Assist/Office Technology	Associate in Arts	1			
Certificate of Achievement		1			
Total		2	0	0	0
2AAT - Auto Techncn:Adv Auto Technlgy	Certificate of Achievement	1	1		
Total		1	1	0	0
2ABE - Auto Techncn:Bsc Eng Perf Tech	Certificate of Achievement	13	14	10	8
Total		13	14	10	8
2ABK - Bookkeeping	Certificate of Achievement		3	2	4
Total		0	3	2	4
2AC1 - Tax Practitioner	Certificate of Achievement		2	3	
Total		0	2	3	0
2AC3 - Accounting	Certificate of Achievement	19	26	24	47
Total		19	26	24	47
2ACB - Bookkeeping	Certificate of Achievement	7	4		
Total		7	4	0	0
2ACG - Accounting	Associate in Arts				16

Step Four: Select Your Division

- Select your division
- Expand the carrot to the left of your division to display the departments
 - o In this example, Social Sciences is expanded to display all awards within the division

The screenshot shows a web browser window with the URL <https://fhda.higheredprofiles.com/#/pivot?page=19>. The page title is "Explore Awards" and the subtitle is "De Anza College > Social Sciences and Humanities".

The left sidebar contains a navigation menu with the following items:

- SOCIAL SCIENCES AND HUMANITIES
 - FHDA District
 - De Anza College
 - Applied Technologies
 - Biol. Health, Env Sc, Wkstr Ed
 - Business/Computer Systems
 - Creative Arts
 - Disability Supp Progr and Serv
 - Intercultural/Internation Stu
 - Language Arts
 - Learning Resources
 - Physical Education/Athletics
 - Physical Sciences/Math/Engin
 - Social Sciences and Humanities** (highlighted with a red arrow)
 - Student Services
 - Foothill College
- Multi-Unit Selection
- SPECIAL UNIT
- GROUPINGS
- DISPLAY
 - #
 - %
 - Bar chart icon
 - Line chart icon
- FILTER
 - Click here to see more filter variables
 - Age
 - MAJOR
 - 1ACC - Accounting
 - 1ACZ - Accounting-CEA
 - 1AFT - Adaptive Fitness Therapy

Step five: Select The Awards

- You will now see all awards within your division. You can filter further down now by Major or Degree Group, if desired
- It should be noted that ALL majors for the whole district are displayed in the filter, so you will need to scroll to find the particular major you are looking for. Note that all De Anza majors start with "2"
- You may also disaggregate the data further by gender and ethnicity

The screenshot shows the 'Profiles - Explore Awards' interface. The left sidebar contains filter options: 'SPECIAL UNIT', 'GROUPINGS', 'DISPLAY' (with icons for list, bar chart, pie chart, and line chart), and 'FILTER'. The 'FILTER' section includes 'All', 'MAJOR', 'Degree Group', 'ETHNICITY', 'GENDER', and 'YEAR RANGE'. The 'MAJOR' list includes items like '1ADC - Accounting', '1ACZ - Accounting-CEA', '1AFT - Adaptive Fitness Therapy', '1AFZ - Adaptive Fitness Therapy-CEA', '1AHI - Art History', '1AMS - American Studies', '1ANI - Anthropology', and '1ANT - Anthropology for All / None'. The 'Degree Group' list includes 'Associate in Arts', 'Associate in Arts-Transfer', 'Associate in Science', 'Associate in Science-Transfer', 'Certificate', and 'Certificate of Achievement'. The main table displays award data with columns for award name, type, and four numerical values.

Award Name	Award Type	Value 1	Value 2	Value 3	Value 4
Total		38	40	33	22
2CD1 - Child Development	Certificate of Achievement	14	1	1	
Total		14	1	1	0
2CD2 - Child Development	Certificate of Achievement	5	19	28	54
Total		5	19	28	54
2CDE - Early Interv/Spct Educ Assist	Certificate of Achievement	3		1	
Total		3	0	1	0
2CHD - Child Development	Certificate of Achievement				6
Total		0	0	0	6
2ECM - Early Childhood Mental Health	Certificate of Achievement	1	6	2	5
Total		1	6	2	5
2ECT - Early Childhood Ed for Trnsfer	Associate in Science	3	9	22	
Total		0	3	9	22
2HST - History for Transfer	Associate in Arts	1	4	11	9
Total		1	4	11	9
2LDR - Leadership and Social Change	Certificate of Achievement	2	14	13	
Total		0	2	14	13
2PAR - Paralegal Studies	Associate in Arts	54	57	40	35
Certificate of Achievement		50	55	36	31
Total		104	112	76	66
2PST - Political Science for Transfer	Associate in Arts	4	9	12	36
Total		4	9	12	36
2SBS - Lib Arts-Soc & Behavioral Sci	Associate in Arts	331	345	340	346
Total		331	345	340	346
2SCT - Sociology for Transfer	Associate in Arts	3	11	21	36