

How to Use this Tool for Real Time Results

This is a guide to what is ultimately a simple process for accessing data relating to surveys and forms collected online by the UCEAP Research unit.

To Access Data:

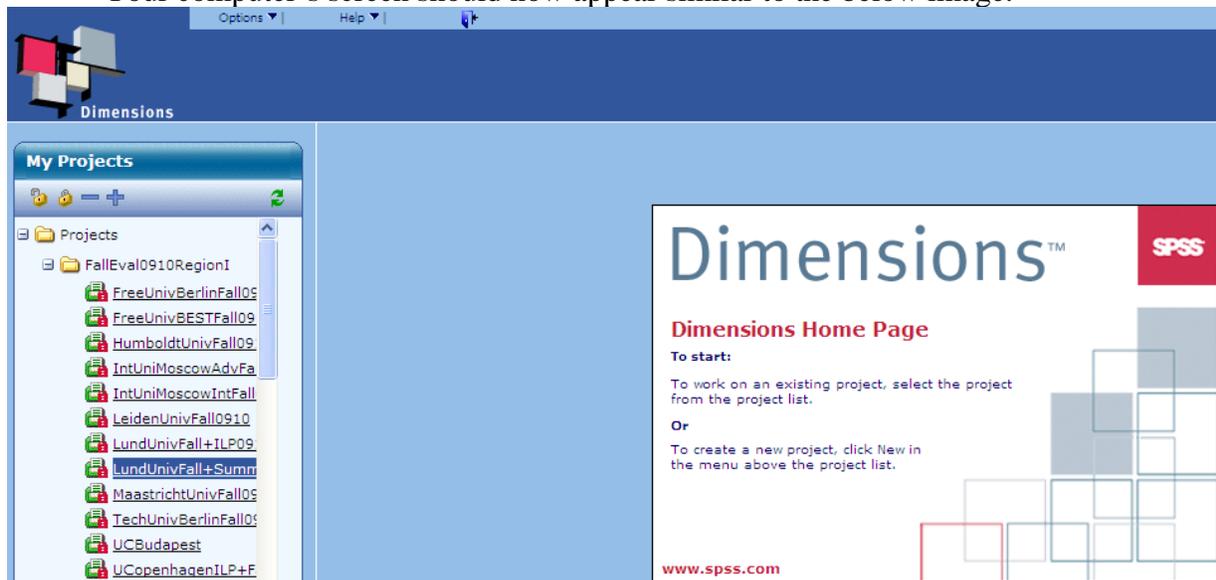
Step 1. Log-on to: [Research DimensionsNet \(New Website\)](https://surveys.eap.ucop.edu/SPSSMR/DimensionNet/Login/default.aspx?ReturnUrl=%2fSPSSMR%2fDimensionNet%2fdefault2.aspx%3fhash%3d11%3a01%3a40.1753344&hash=11:01:40.1753344)

(<https://surveys.eap.ucop.edu/SPSSMR/DimensionNet/Login/default.aspx?ReturnUrl=%2fSPSSMR%2fDimensionNet%2fdefault2.aspx%3fhash%3d11%3a01%3a40.1753344&hash=11:01:40.1753344>)

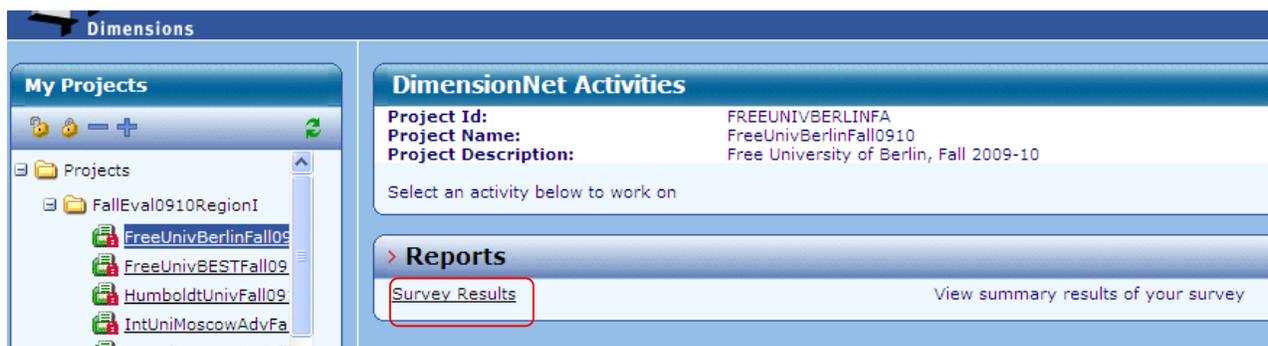
Step 2. Enter your user name and password assigned to you or your region.

Step 3. Select the enter icon using your computer's mouse, or hit the enter key or return key on your computer's keyboard.

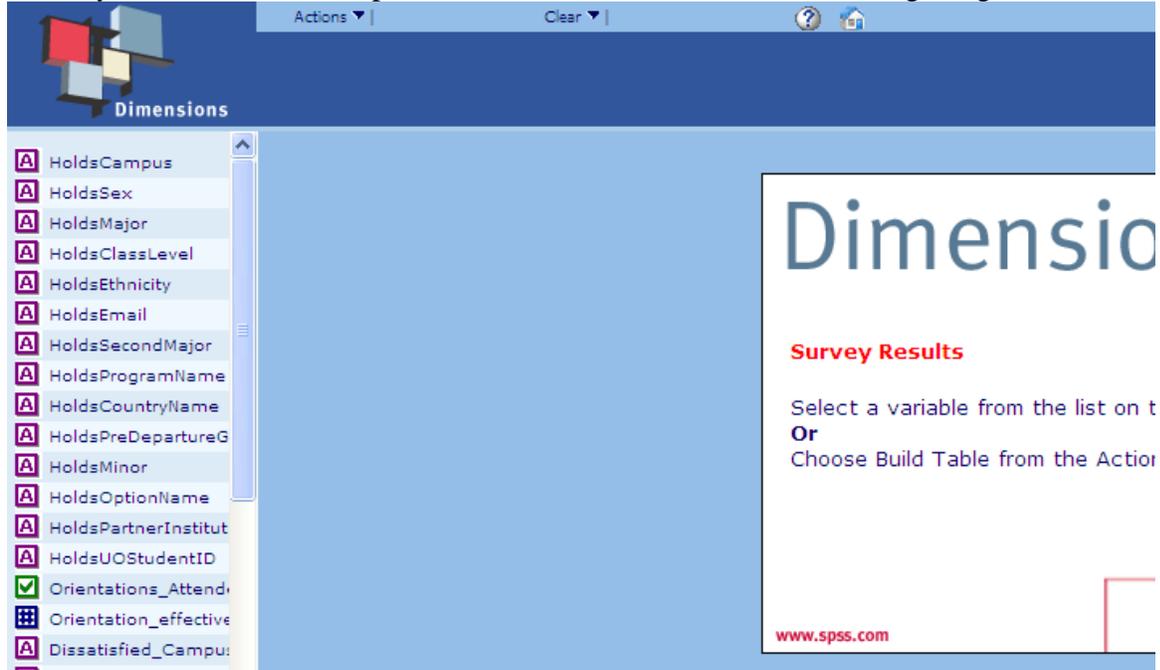
Your computer's screen should now appear similar to the below image.



Step 4. Under the pane on the far left entitled “My Projects” select the form or survey associated with the data you wish to access. You will know that it is active when “highlighted.” Your screen should now appear similar to the below image.



Step 5: Under the Reports window pane in the center of your computer's screen, select "Survey Results." Your computer screen should resemble the following image.



You are now at the point of viewing the data in an online report environment.

Viewing Online Reports:

1. **Frequency tables:** The simplest means of assessing student responses is to look at a single response. E.g., with your computer's mouse, in the upper left window pane select the variable of interest (e.g., in the above screen shot UC Campus). Your computer should then list the variable's data, and will look similar to the following image.

Dimensions

- HoldsCampus
- HoldsSex
- HoldsMajor
- HoldsClassLevel
- HoldsEthnicity
- HoldsEmail
- HoldsSecondMajor
- HoldsProgramName
- HoldsCountryName
- HoldsPreDepartureG
- HoldsMinor
- HoldsOptionName
- HoldsPartnerInstitut
- HoldsUOStudentID
- Orientations_Attend
- Orientation_effective
- Dissatisfied_Campus
- Dissatisfied_StudyCe
- Housing_type_major
- Housing_building_na
- Housing
- Dissatisfied_housing

Project: UCParisFall0910: UC Paris, French and European Studies, Fall 2009-10

Table: "HoldsCampus"

Filter:

Interview Filter: Respondent data only with status : Completed successfully

Global Filter:

No. of respondents limit: 100

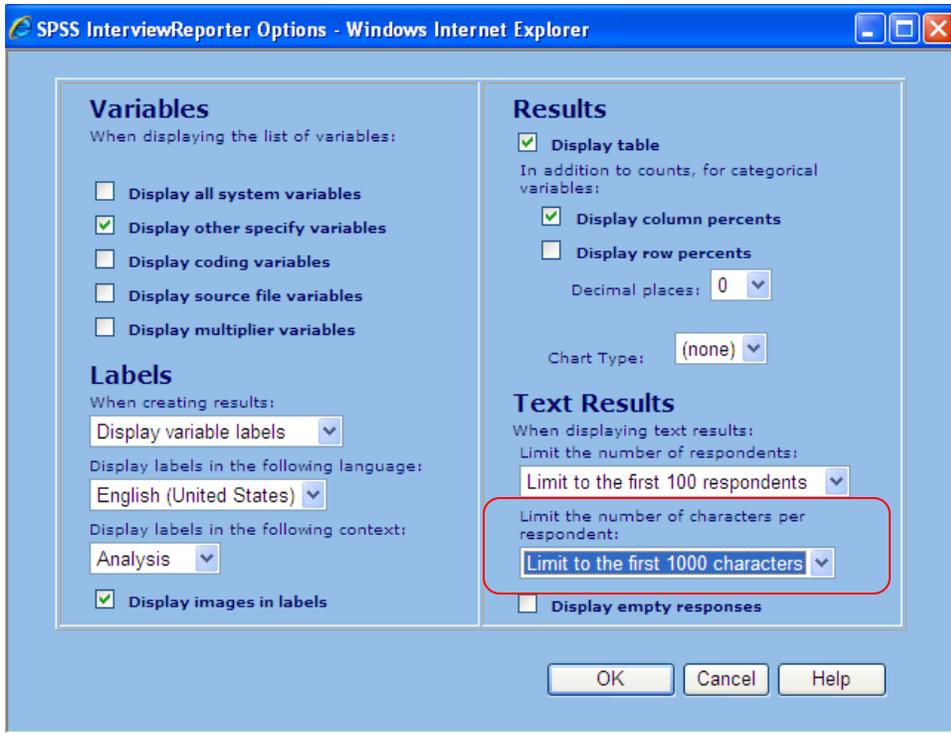
Characters per respondent limit: 100

"HoldsCampus"
UCSB
UCSB
UCSB
UCI
UCI
UCLA
UCB
UCI
UCD
UCSD
UCI
UCSD
UCI
UCSB
UCB
UCR
UCD

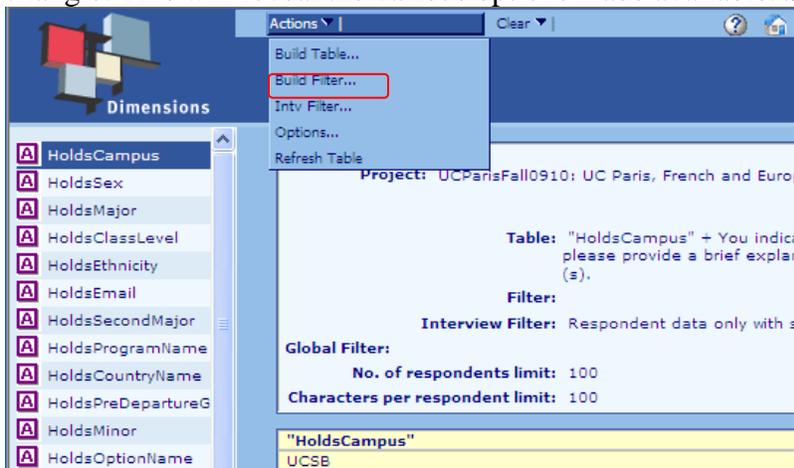
To view the responses of other questions, simply select another variable. Usually, each variable is associated with a demographic element or a question in the survey or form.

Open-text responses are limited to the first 100 characters, but this is usually sufficient to give one a sense of the question's ability to elicit a response (positive/negative, wideranging, curt, etc).

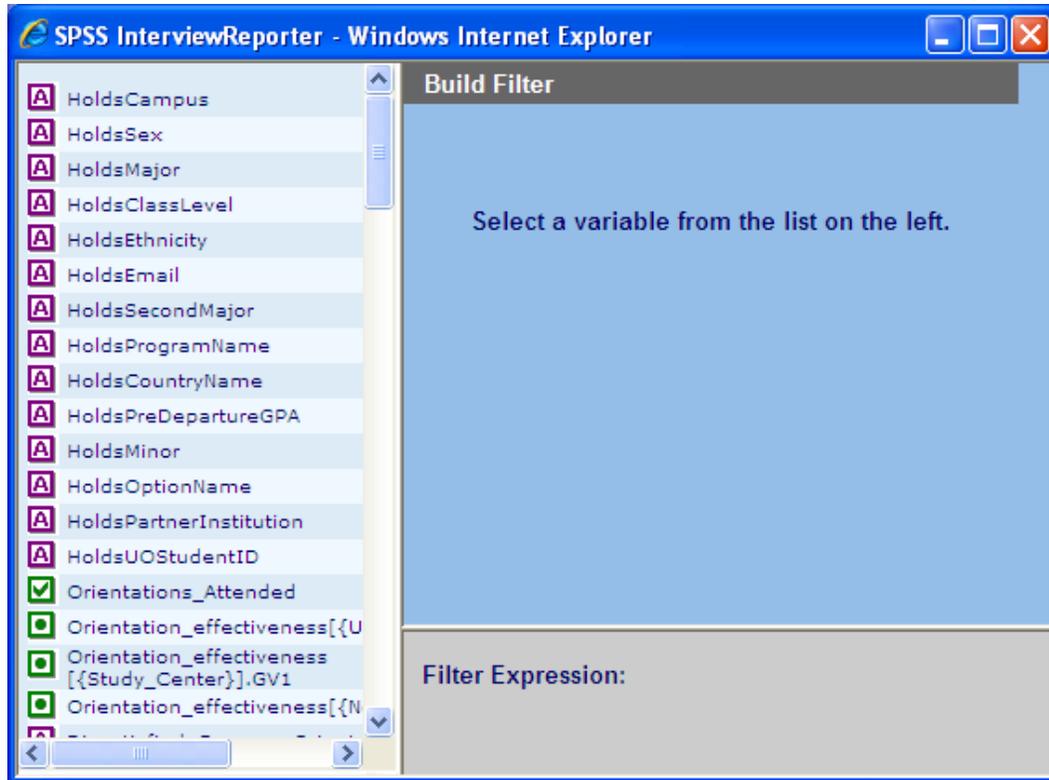
To increase the amount of text that you are able to see at once, select options at the top left. A pop up window (see example below) will appear. The bottom right drop down box allows you to limit the text results first 1000 characters instead of the first 100.



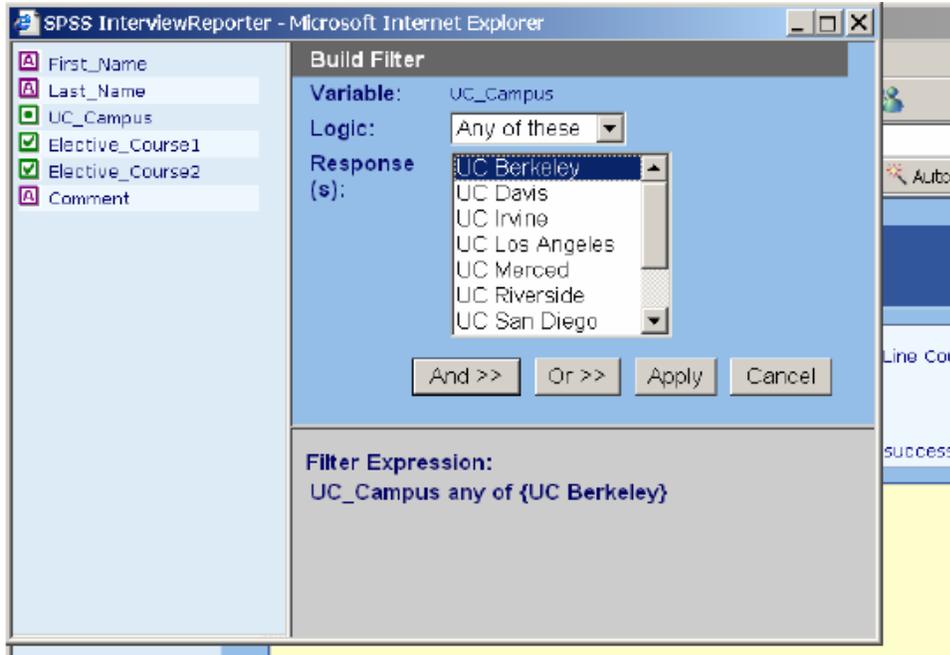
2. **Filtering:** To refine the report you can “filter” the data, (e.g., for one campus, or for other purposes maybe by sex, ethnicity, etc). To do this, direct your computer’s mouse over the drop down options arrow next to the word “Actions,” and select (“click”) on this downward directed triangle. This will reveal the various options made available. Select “Build Filter...”



It is now a simple matter of following instructions and using the logical sequence necessary to filter your data. For example selecting UC Campus from the variables list on the far left produces (see Image A), allows the user to view the data according to the campus or campuses of their interest (see Image B).



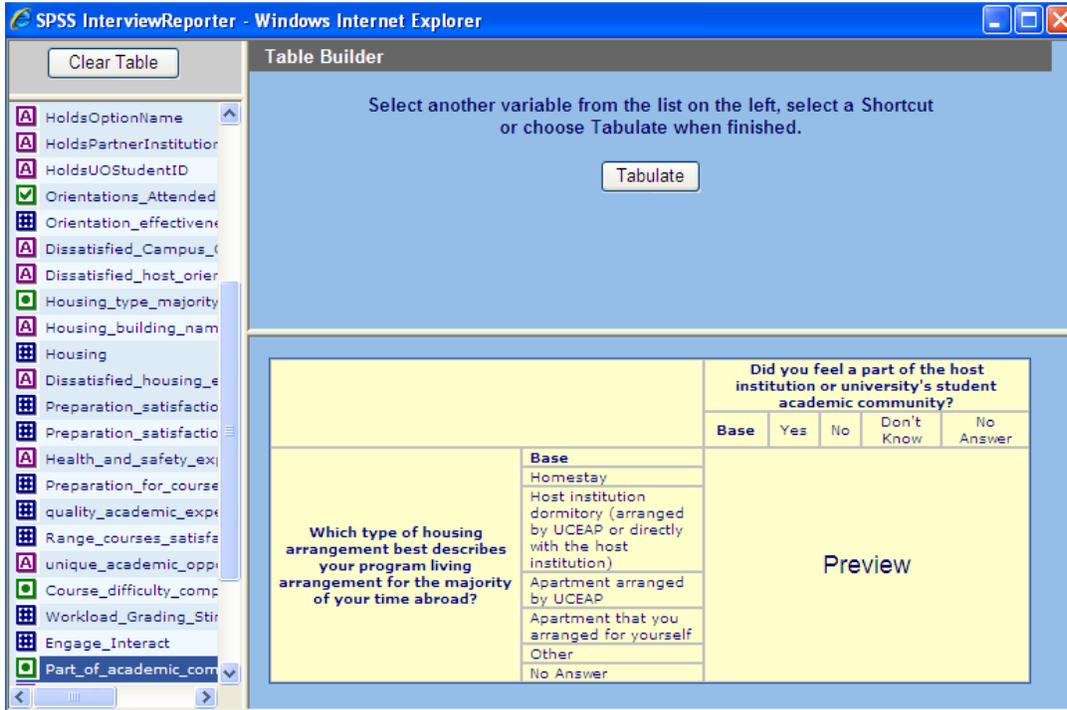
(Image A)



(Image B)

3. **Build a Table.** Similar to the Filtering process, you can report or view the responses in what amounts to a cross-table view. For example, you might want to look at if students felt a part of the host institution. Where before we selected “Build Filter...” from the Actions menu, we now select the option to “Build Table...” Place the Part_of_academic_community variable on the top, and then the Housing_type_majority variable down the side. Your main window should now

look like the following image and by clicking Tabulate, numbers and percentages will appear within the boxes.



If you have further questions regarding the uses of this tool, please do not hesitate to contact the Research staff for their assistance: research@eap.ucop.edu or 805-893-4700