

Cognos Report 21.00.20

Students Registered in Prior Terms Not Registered in Future Terms

1. Cognos: <https://cognmspl1.cc.wmich.edu>
2. Login with your Bronco NetID and password
3. Click *Team Content*
4. Click through the menu to select report number 21.00.20
5. Report options:
 - a. Identify terms to compare
 - b. Select specific campus(es)
 - c. Limit to international students
 - d. Include personal email and phone numbers

The screenshot shows the Cognos report configuration interface. The title bar reads "21.00.20 Students Regist ... Registered in Future Terms". The main content area is titled "Students Registered in Prior Terms Not Registered in Future Terms".

Earliest term students registered in: A list box containing terms from Summer I 2021 to Fall 2018. "Fall 2020 COVID-19 Impacted" is highlighted.

But not registered in: A list box containing terms from Spring 2022 to Summer I 2021. "Fall 2021" is highlighted.

Select student level: Radio buttons for "Undergraduate" and "Graduate". "Graduate" is selected.

Optional Prompts: A section for "Select campus(es) where courses taken:" with a list box showing various campus locations. "Main" is selected. Below it, a "Restrict future registration to same campus:" section with a "Yes" radio button selected.

Select College: A list box showing various college departments. "Arts & Sciences" is selected.

Select Cohort: A list box showing various cohort codes. "200510 New Undergrad Freshmen (9510UGFR)" is selected. A note below states: "A student will have one row for each cohort selected. Note that FTIACs have 2 cohort codes for each fall. Select both to get all FTIACs."

Select Hold Type: A list box showing various hold types. "ATYP - Youth Program" is selected.

Limit to international students? Radio buttons for "Yes" and "No". "No" is selected.

Limit to Honors students? Radio buttons for "Yes" and "No". "No" is selected.

Limit to Alpha students? Radio buttons for "Yes" and "No". "No" is selected.

Show personal e-mail address and phone numbers? Radio buttons for "Yes" and "No". "No" is selected.

Note: Students may have more than one active personal e-mail address or phone number, and inclusion may result in multiple records per student.