

Report Explanation

The Enrolled Students report provides a list of enrolled students by a specified Term and Academic Study (student level); selection is also provided for a particular primary major or primary minor. The report lists student ID, name, address, Northeastern email address, major, minor, classification, enrolled hours, gpa, hours earned and advisor. The email address on the report provides the ability to immediately email the student by clicking on it. Because of this functionality, the email address will not appear on output if saved in a PDF or Excel format.

Report Pathway

Report Library>ODS>Student Detail>Enrolled Students v1.0.0.5

Parameter Sets

Required Parameters	
Select a Term from the drop down menu.	
Select an Academic Study (UG=Undergraduate; GR=Graduate)	
Select a Major if you would like students selected with a particular major.	
Select a Minor if you would like students selected with a particular minor.	
Note: Select a Major or Minor	
Click Finish to run the report.	
<div style="display: flex; justify-content: space-between;"> <div style="width: 20%;">Select a Term</div> <div style="width: 80%;"> <input style="width: 95%; border: 1px solid #ccc;" type="text" value="VALUE_DESCRIPTION"/> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 20%;">Select an Academic Study</div> <div style="width: 80%;"> <input style="width: 95%; border: 1px solid #ccc;" type="text" value="VALUE"/> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 20%;">Select a Major</div> <div style="width: 80%;"> <input style="width: 95%; border: 1px solid #ccc;" type="text" value="VALUE"/> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 20%;">Select a Minor</div> <div style="width: 80%;"> <input style="width: 95%; border: 1px solid #ccc;" type="text" value="VALUE"/> </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <input type="button" value="Cancel"/> <input type="button" value="Finish"/> </div>	

Display Options

When the report is displayed you may view and print in several formats by selecting one of the icons from the icon bar at the upper right of the report.

