

The Cost of Higher Education

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MSET EDTC 633



Goals

- Employees will learn advanced Excel functionality
- Employees will share with Financial Aid the results
- College will understand the financial impact of Refunds

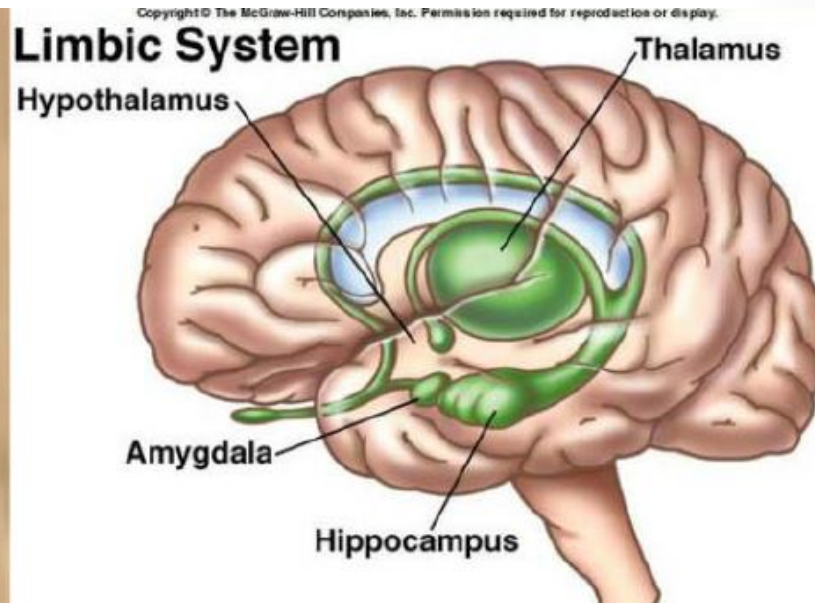
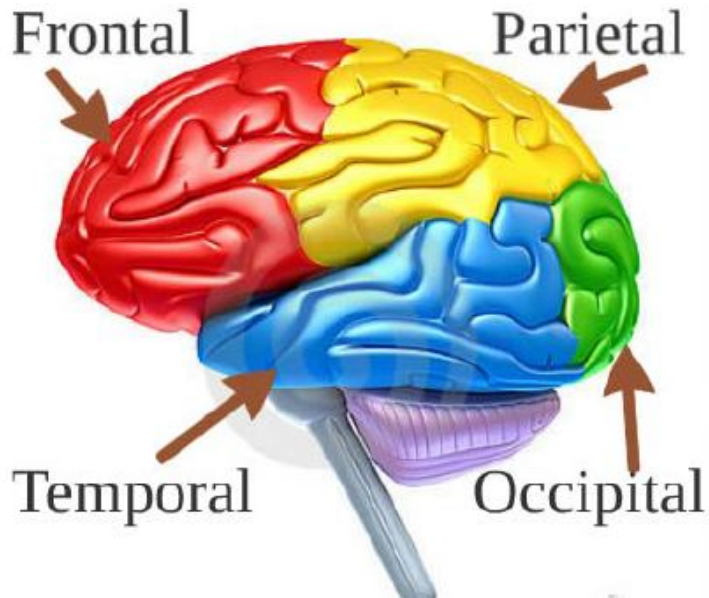


Evaluation Process

- Data is extracted
- Data is sorted
- Data is formatted
- Subtotals/Max/Min/Average are created
- Graphical Representation of data



Brainy Bits



Elements of this lesson will stimulate various parts of the brain.

- Frontal Lobe – reasoning and planning.
- Hippocampus – meaning to the lesson. It is relevant to the employee. (The Hippocampus will compare information to stored experiences to create meaning.)

Get Data

TGIACCD

:A on Detail Code
and
:T on Term Code

Account Detail Query TGIACCD 8.3 (RCNJ)

ID	Name	Detail Code
		:A

The screenshot shows a software interface with a blue title bar. Below the title bar, there are three input fields. The first field is labeled 'ID' and has a dropdown arrow. The second field is labeled 'Name'. The third field is labeled 'Detail Code' and has a dropdown arrow with the value ':A' entered.

Account Detail Query TGIACCD 8.3 (RCNJ)

ID	Name	Term
		:T

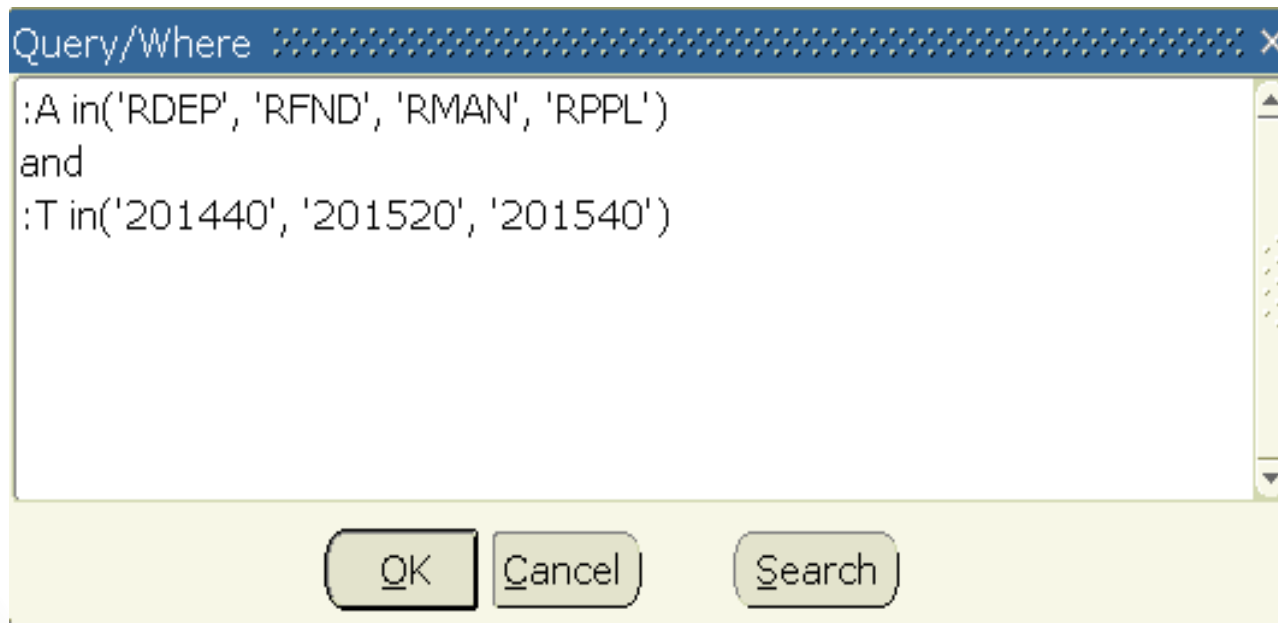
The screenshot shows a software interface with a blue title bar. Below the title bar, there are three input fields. The first field is labeled 'ID' and has a dropdown arrow. The second field is labeled 'Name'. The third field is labeled 'Term' and has a dropdown arrow with the value ':T' entered.

SQL

:A IN ('RDEP', 'RFND', 'RMAN', 'RPPL')

and

:T IN ('201440', '201520', '201540')



Extract data to Excel

File Edit Options Block Item Record Query Tools Help

Account Detail Query TGIACCD 8.3 (RCNJ)

ID	Name	Description	Amount
R000		Student Refunds-Direct Deposit	8,486.20
R000		Student Refunds-Direct Deposit	150.00
R000		Student Refunds-A/P Check	5,543.00
R000		Student Refunds-A/P Check	2,645.60
R000		Student Refunds-A/P Check	335.60
R000		Student Refunds-A/P Check	4,057.06
R000		Student Refunds-Direct Deposit	922.00
R000		Student Refunds-Direct Deposit	107.00
R000		Student Refunds-Direct Deposit	3,930.99
R000		Student Refunds-A/P Check	100.00
R000		Student Refunds-Direct Deposit	5,075.78
R000		Student Refunds-Direct Deposit	6,162.20
R000		Student Refunds-A/P Check	14.00
R000		Student Refunds-A/P Check	11,247.00
R000		Student Refunds-A/P Check	3,118.20
R000		Student Refunds-Direct Deposit	441.40
R000		Student Refunds-A/P Check	200.00

Online Help
 Dynamic Help Query
 Dynamic Help Edit
 Help (Item Properties)
 Help (All Fields)
 Show Keys
 List
 Display Error
 Display ID Image
 Calendar
 Calculator
 Extract Data with Key
 Extract Data No Key
 Technical Support
 About Banner

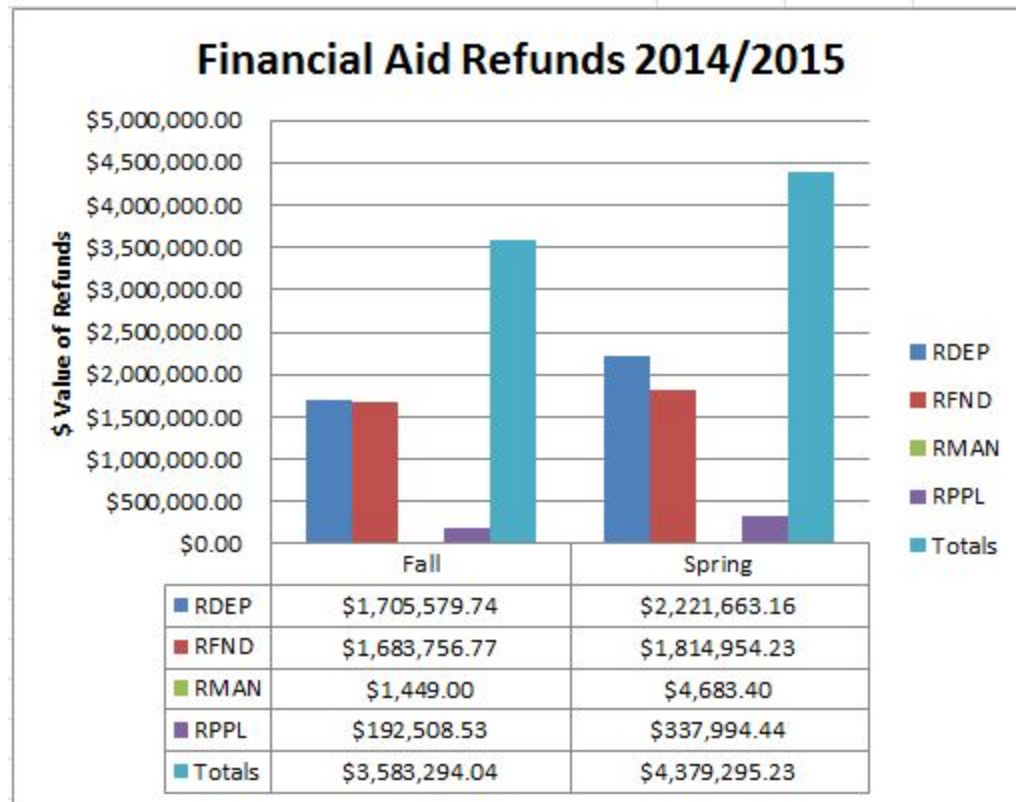
Excel



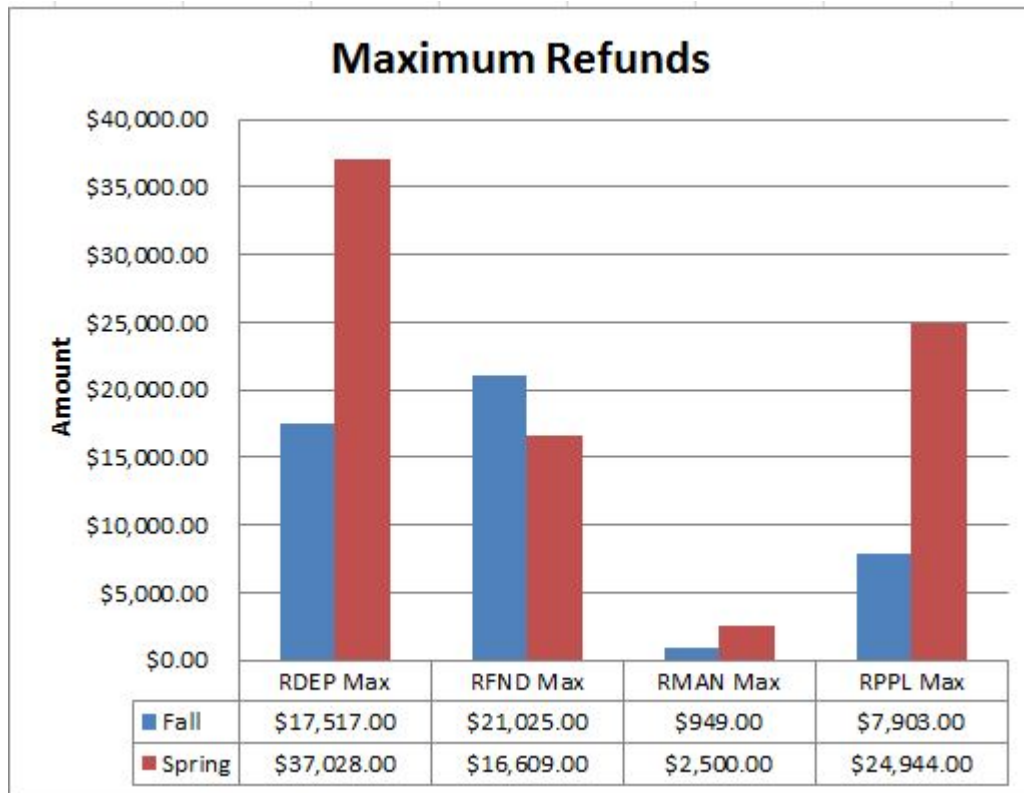
- Sort by Term
- Sort by Detail Code
- Format Data
 - Expand Columns
 - Add Comma & Decimal to money fields
- Eliminate unnecessary fields
- Cut each Term to its own worksheet
- Copy headings to each worksheet
- Count students for each refund type
- Subtotal by refund type
- Calculate Max, Min & Average for each refund type
- Conditionally format making refunds over \$10K blue
- Create summary worksheets and use data across worksheets
- Create Charts
- Update Header & Footers

RDEP	Student Refunds-Direct Deposit	2,161.00	201440	8-Dec-14
RDEP	Student Refunds-Direct Deposit	2,907.00	201440	27-Oct-14
RDEP	Student Refunds-Direct Deposit	12,514.29	201440	16-Sep-14

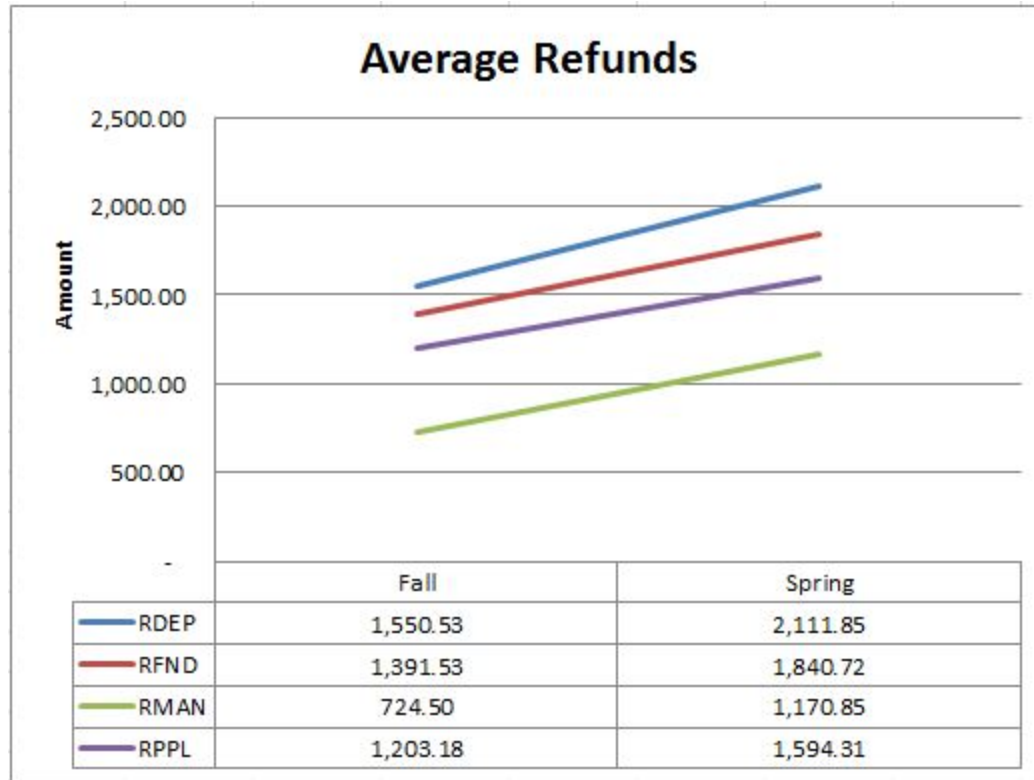
Graphs



Graphs



Graphs



Formatting

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ID	Name	Detail Code	Description	Amount	Term
			Student Refunds-Direct Deposit	214.00	201440
			Student Refunds-Direct Deposit	292.50	201440
			Student Refunds-Direct Deposit	1,420.94	201440
			Student Refunds-Direct Deposit	922.00	201440
			Student Refunds-Direct Deposit	107.00	201440
			Student Refunds-Direct Deposit	3,930.99	201440
			Student Refunds-Direct Deposit	5,075.78	201440
			Student Refunds-Direct Deposit	3,541.50	201440
			Student Refunds-Direct Deposit	214.00	201440
			Student Refunds-Direct Deposit	2,837.20	201440
			Student Refunds-Direct Deposit	729.70	201440
			Student Refunds-Direct Deposit	2,572.20	201440
			Student Refunds-Direct Deposit	2,572.20	201440
			Student Refunds-Direct Deposit	3,447.80	201440
			Student Refunds-Direct Deposit	1,000.00	201440
			Student Refunds-Direct Deposit	4,508.58	201440
			Student Refunds-Direct Deposit	9,049.00	201440
			Student Refunds-Direct Deposit	4,823.04	201440
			Student Refunds-Direct Deposit	575.00	201440
			Student Refunds-Direct Deposit	1,500.00	201440
			Student Refunds-Direct Deposit	4,434.00	201440
			Student Refunds-Direct Deposit	107.00	201440
			Student Refunds-Direct Deposit	5,174.55	201440
			Student Refunds-Direct Deposit	2,076.00	201440
			Student Refunds-Direct Deposit	107.00	201440
			Student Refunds-Direct Deposit	1,423.59	201440
			Student Refunds-Direct Deposit	7,034.00	201440
			Student Refunds-Direct Deposit	50.00	201440
			Student Refunds-Direct Deposit	107.00	201440

Page Setup

Page Margins Header/Footer Sheet

Print area:

Print titles

Rows to repeat at top:

Columns to repeat at left:

Print

Gridlines Black and white Draft quality Row and column headings

Comments:

Cell errors as:

Page order

Down, then over Over, then down

Options...

OK Cancel

Citations

Bibliographic Reference:

Gregorc, A. (1985). *Gregorc style delineator: A self-assessment instrument for adults*. Columbia, Conn.: Gregorc Assoc.

Sousa, D. (2012). *How the brain learns* (4th ed.). Thousand Oaks, Calif.: Corwin Press.

Graphical Reference:

Brain lobes - <http://www.dreamstime.com/photos-images/brain-central-lobes.html>

Limbic system - <http://www.dreamstime.com/photos-images/limbic-system.html>