Data and Reporting

Preliminary Data
Your preliminary data files will be posted on the CIRP Web Portal as soon as they are available. You cannot have access to these files until you have completed the Research Approval Form and Certification of Use on the CIRP Web Portal.

Your data is processed each night the survey is live, and you can access it on an ongoing basis. If you elected to use group codes, additional local questions, or included student IDs in the data file, they are a permanent part of the student data and will be available starting at this point.

There are several important differences between the preliminary data file and the final data file you receive in September.   The final data file has been carefully cleaned by us, longitudinal matches with CIRP Freshman Survey or YFCY data have been made, aggregated variables (such as race and major) have been created, and CIRP Construct scores have been created and included.

Reporting
In September of 2014, you will receive an email notification from us that your DLE Results have been uploaded to the CIRP Web Portal. Your results include:

1) The Institutional Profile Report. This includes summary data for your men, women, as well as all respondents in the aggregate. Within your Institutional Profile, separate tabs contain summary reports profiling full-time students, part-time students, transfer students, and all survey respondents at your institution. Comparative responses from all institutions participating in the DLE are included in each summary report.

   If students completing the CIRP Freshman Survey or YFCY and the DLE provide consistent and matchable ID numbers, your Institutional Profile will contain a longitudinal report comparing freshman responses to those provided on the DLE in the Institutional Profile. If you are uncertain which identifier to use, contact us (at 310.825.7079 or heri@ucla.edu). **Please note: there is no requirement that students provide a Student ID.**

2) Construct Report. *CIRP Constructs* are global measures of academic and educational outcomes of interest to institutions: Sense of Belonging, Positive Cross-Racial Interaction, Pluralistic Orientation, Habits of Mind, etc. Included in the CIRP Construct Report are: means, standard deviation, statistical significance, effect size, and percentiles for your institution and comparison groups in the CIRP Construct Report. Additionally,

scores on each construct for each respondent have been calculated and are included in your dataset.

3) Theme Report. *CIRP Themes* are collections of related items grouped together for easy access (e.g., Navigation, Support-Seeking Behavior). Included in the Theme Report are summarized frequencies, means, standard deviation, statistical significance, and effect size for your institution and comparison groups.

4) PowerPoint Presentation. This is an executive summary of your institution's DLE results in a PowerPoint Presentation.

5) Data File. This SPSS file contains the coded responses of each student at your institution who completes the DLE survey. The data file will include responses from the DLE and, where matches can be made, from the CIRP Freshman Survey and YFCY as well.

We now include the responses from students who have started, but not completed, the web survey in your data file and reports. In order to be considered a "partial," the respondent must have read and accepted the informed consent and completed at least one question on the survey. Having the "partial" web responses increases the utility of the data on campus by allowing you to conduct more robust and meaningful analysis at your institution.

Two additional reporting packages are available for additional fees.
1. The Standard Reporting package includes the following:
   • PowerPoint executive summary of your data with two comparison groups
   • Extended Comparison Group Report
2. The Reporting Plus Package includes all of the above, plus an individual consultation on your institution's results with CIRP staff (2 hours)

Using Data for Local Research
As mentioned above, you will be provided with a data file containing the coded responses of each student at your institution who completes the DLE survey. The data file will include responses from the DLE and, where matches can be made, from the CIRP Freshman Survey and YFCY as well. This longitudinal data file will be posted on the CIRP Web Portal in September 2014 for downloading at your convenience.

Campuses use the data file for a variety of analyses such as admissions, retention, academic performance, departmental profiles, and so forth. In fact, any item contained on the survey could be used to define interesting subsets for study (e.g., students interested in the humanities vs. those interested in professional fields, residential vs. commuting students, or in-state versus out-of-state students). Your group codes can be used to identify subsets that are institutionally specific, such as students living in Alpha Residence Hall versus those in Beta Residence Hall. Your locally defined additional questions can be used to identify subsets such as students indicating an interest in online or web-based courses vs. those who do not. Even if you do not currently plan to use a data file, your institution might find it useful in the future. This data file (and your Institutional Profile) will be available on the CIRP Web Portal until September 2015.

Please note the following considerations with respect to students' confidentiality when using the data file:

- HERI never releases student names in association with survey responses.
- In order to receive an electronic data file, you must certify your compliance with a confidentiality agreement. The Research Approval Form states that the data will be used solely for statistical analyses and reporting of aggregated information, and not for the investigation of specific individuals. You must complete this form on the CIRP Web Portal under Download Reports and Data/Data Analysis, and it must be completed before you can have access to your data file.