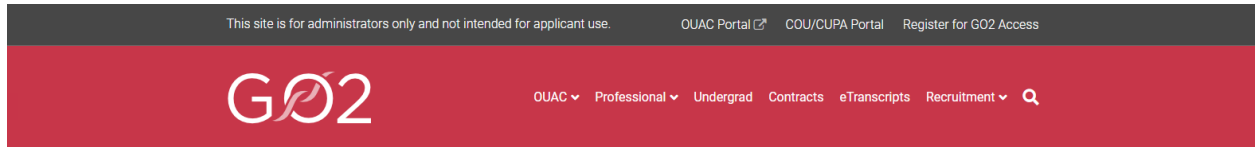


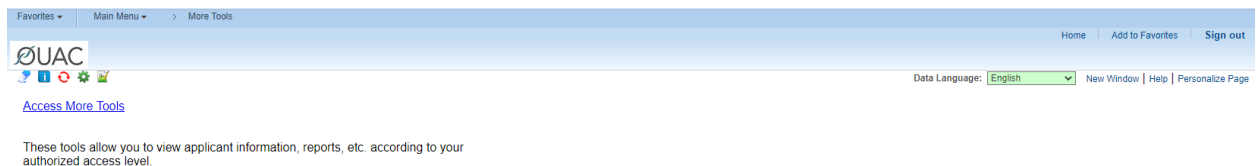
Tableau: Tips and Tricks

User Access

- To access the Tableau Reports, visit the OUAC's [GO2 website](#) and select "OUAC Portal" in the top menu.



- If you do not have an OUAC Portal login or if your password has expired, email ouacsecurity@ouac.on.ca.
- After logging in to the OUAC Portal, select "More Tools" in the left menu and then "Access More Tools".




- This will take you to the OUAC Tool Set. In the left menu, select "Reporting Tools" and then "Tableau Reports".
- Once selected, you will see the reports you have access to.
- Click "View" on a report to view the details.

Prospective Student Data Collection

- The Prospective Student Data Collection report compiles the contact and other information for prospective university students, parents, guardians, supporters, counsellors and other influencers of prospective university students collected from the Connect with Ontario's Universities data collection form.
- The data in the report is refreshed each time the report is opened.
- The data provided by the individual in the report is available for 90 days from the time the form is submitted. After 90 days, the data is purged.

- You can view and filter the data by using the following drop-down menus at the top of the report:
 - From Completion Date (YYYY-MM-DD) (this defaults to the current date)
 - To Completion Date (YYYY-MM-DD) (this defaults to the current date)
 - Select your Institution
 - Select a Campus or Location

PROSPECTIVE STUDENT DATA COLLECTION
 Data Last Updated: 6/29/2023 10:59:16 AM


 Ontario Universities'
Application Centre

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Click Above Then Select 'Data Collection'

Prospective Student Details

From Completion Date (YYYY-MM-DD)

To Completion Date (YYYY-MM-DD)

Select your Institution

Select a Campus or Location

2023-04-06

2023-06-29

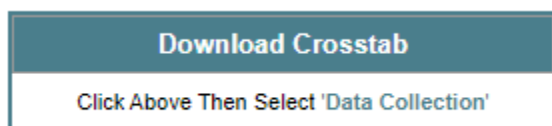
Algoma University

(All)

To view the data for your university, select a date range, your university and the desired campus(es) or location(s) from the drop-down menus.
 Note: In accordance with the Connect with Ontario's Universities Privacy Statement and Participant Declaration, the data provided by the individual included in this report is available for 90 days from the time the form is submitted. After 90 days, the data is purged.


#	Completion Date (YYYY-MM-DD HH:MM:SS)	Institution: Campus or Location Selected	Completed in English or French	Last Family Name	First/Given Name	Email Address	Province/State	Country
1	2023-05-02 09:02:29	Algoma University: Brampton	English	Celle Lipson	Geraldgar	Geraldgar.Celle@yopmail.com		Northern Mariana Islands
2	2023-05-02 09:02:55	Algoma University: Brampton	English	Musinsky	Dealedburganhard	Dealedburganhard.Musinsky@yopmail.com		Antigua and Barbuda
3	2023-05-02 09:02:55	Algoma University: Sault Ste. Marie	English	Musinsky	Dealedburganhard	Dealedburganhard.Musinsky@yopmail.com		Antigua and Barbuda
4	2023-05-02 09:03:23	Algoma University: Brampton	English	Reid George	Glenys Wickham	Glenys.Reid@yopmail.com		Seychelles

- To download the data to Excel or CSV, select the “Download Crosstab” and then “Data Collection” to begin the download. The Excel will include the data from the filters you selected.



Download Crosstab

Select a sheet from this dashboard

☒


Do Not Downl...

Select Format

☒ Excel
 ☐ CSV

Download

If you have any questions, [email Kelly Parkinson](#).