



SANTA MONICA COLLEGE  
**Institutional Research**

# **SMC Precision Campus**

A Guide to SMC Data and Program Review Online Platform  
and Training Exercises

Version February 27, 2024

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# Logging into Precision Campus

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The SMC Precision Campus site can be found at <https://smc.precisioncampus.com/>.

The link to the tool can also be found under the following pages on the SMC website:

- 1) Faculty and Staff Login
- 2) Institutional Research ([www.smc.edu](http://www.smc.edu)) Precision Campus

The website uses SMC single-sign on (SSO). Use your SMC email as your username and SMC network password (employees only) to access Precision Campus.



Log in with SMC Portal

Log in as Guest

**SMC SIGN-ON**

**Username**

**Password**  
  
 Show password

**Login**

[Student Account Help](#) | [Employee Account Help](#)

## Screen Interfaces

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Familiarize yourself with the four main screen interfaces of the Precision Campus tool.

### 1) Menus

Each data report is organized by broad category menu. This is the view when you first log in. Click on any of the data report menus to access the various data reports contained within each menu.



<b>Fact Book</b>  Common data sets related to student population and demographics, course enrollment and section offerings, course success and retention, degrees and certificates, and equity gaps for course success.	<b>Program Review</b>  Reports to assist department chairs, managers, and program leaders in completing their annual program reviews
<b>Special Programs</b>  Common data sets related to students enrolled in special programs	<b>Career Education</b>  Reports to assist career education (CE) programs in planning for their courses and programs and grant activities (SWP, Perkins, etc.)

HI, LAWLER\_HANNAHI   **Fact Book**   Program Review   Special Programs   Career



You can always return to this view by clicking on the SMC logo on the **top left corner** of the page. Or you can use the navigation menu on the **top** to access a different data report.

<b>Program Review</b>  Reports to assist department chairs, managers, and program leaders in completing their annual program reviews	<b>Career Education</b>
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### 2) Reports

Each data report menu contains several data or other types of reports. Click on any of the report titles to access the selected report.

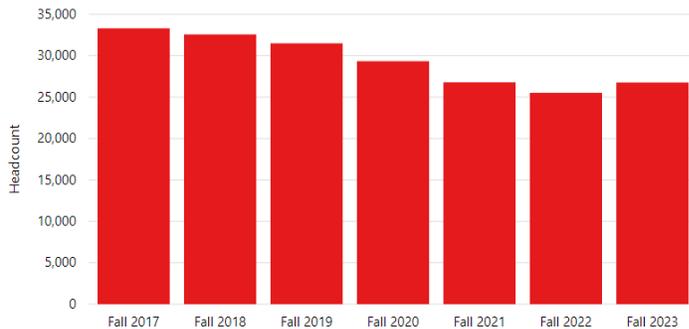
**Program Review**

ENROLLMENT	COURSE OUTCOMES
Student Headcount	Course Success Rates
Course Enrollment	Grade Distribution
COURSES	
Section Offerings	Term Course Success Rates for Equity Populations
Enrollment Variables and Trends	Term Course Success Equity Gaps
Enrollment Distribution	Course Retention Rates
Course Sequences	Course SLO
OTHER STUDENT OUTCOMES	
Degrees and Certificates	Instructor Report: Racial Equity Analysis
Term-to-Term Persistence	
Program Review Templates	

### 3) Display (Data Reports Only)

The data “display” is which a chart, table, or both. The display may will automatically update and refresh when filters are used. For most reports, the default display is the for the Fall term. To change the term type, use the **term range** filter.

#### Student Headcount



Measures: Headcount

	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023
Measures	33,302	32,567	31,492	29,334	26,784	25,516	26,762

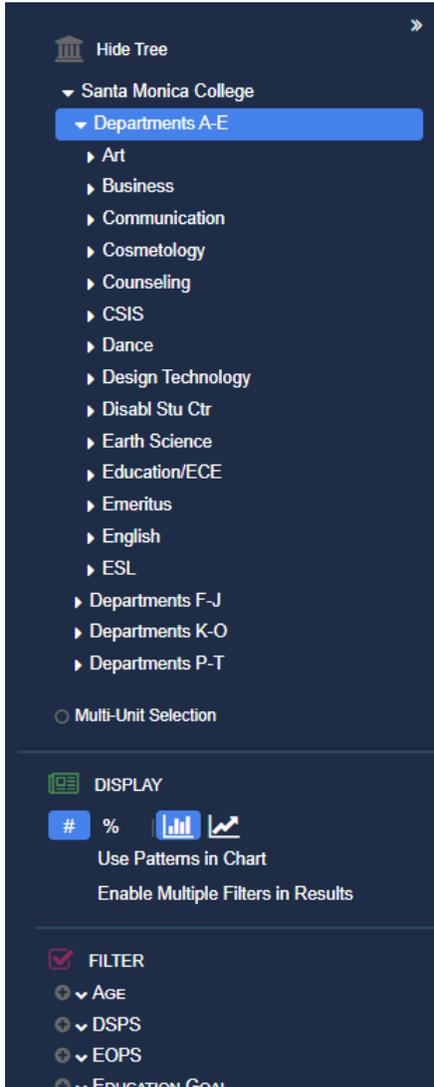
[Show change in values over selected Terms \(adds an additional column at the far right edge of the table shown above\)](#)

[Show percent change in values over selected Terms \(adds an additional column at the far right edge of the table shown above\)](#)

[Show average values over selected Terms \(adds an additional column at the far right edge of the table shown above\)](#)

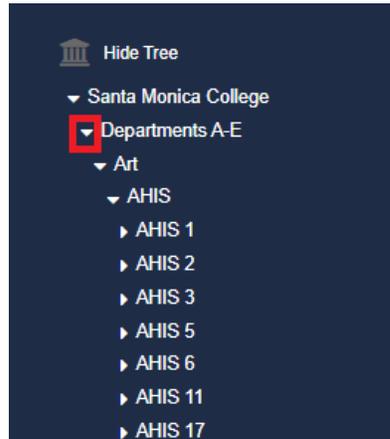
### 4) Organization Tree/Filter Bar

The bar on the far left contains all available filters that can be used to filter and disaggregate the data.



Use the top set of filters, called the select a specific **department, discipline, course, or section**. The default setting is "Santa Monica College" which produces college-wide (including both credit and noncredit students and enrollment for most data reports) data.

Drill down further by clicking on the arrows. ▾ ▸



The bottom set of filters are used to disaggregate or filter in/out specific student, program, or course attribute.

## Training Exercise #1

# Percentage of Business Students Enrolled in At Least Once Distance Education Course, Excluding International Students

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In this exercise, you will learn how to use the following functions in Precision Campus:

- [FILTER FOR](#)** a specific department, course, or program using the organization tree;
- [DISAGGREGATE](#)** the data by a course, program, or student attribute;
- [FILTER OUT](#)** a subset of the population; and,
- [ADJUST](#)** the display settings.

Each of the bullet points (bolded, all caps, and blue) above are hyperlinked to short instructional videos demonstrating how to use each Precision Campus function.

## Scenario

As the chair of the business department, you are interested in expanding online or distance education course offerings. You want to understand the historical trends in terms of the percentage of students in your department who were enrolled in at least one distance education class. Because there is a policy that allows international students to enroll in only one online each term, you would like to exclude this population from the data.

PARAMETERS	MEASURE
Trend over time, last six fall terms Enrolled in at least one course in the business department Exclude international students	Percentage of students who enrolled in at least one distance education class at the college

## Step-by-Step Instructions

STEP 1: SELECT THE "STUDENT HEADCOUNT"

Access the "Student Headcount" report in either menus.

Fact Book/Program Review Student Headcount

## STEP 2: FILTER FOR THE BUSINESS DEPARTMENT

Click on the arrows in the organization tree/filter bar on the top left corner of the report to expand the options until you select it. You will know your "Business" filter is applied when the department name is highlighted, and the department name will appear underneath the report title in the display.

Departments A – E Business



## STEP 3: FILTER OUT INTERNATIONAL STUDENTS FROM THE DATA SET

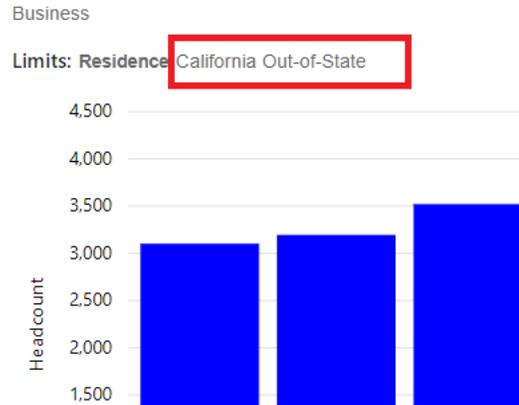
Scroll down section of the filter bar and click on the upside-down caret next to "Residence" to see all value options for

A checkmark next to a subgroup name means that they will be reflected in the data. To unselect or filter out international students, place your cursor over "Foreign Country" and press the **CTRL** button while clicking the mouse.

The checkmark next to "Foreign Country" will update to filter out students with residency in a foreign country.



### Student Headcount



Once a filter is used, a "Limits" which appears below the subgroups in a filter are **included**. For this report, "Foreign Country" is not included, which tells us that international students are excluded.



#### CHECK YOUR DATA:

Did your filter produce the following numbers in the display?

Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023
3,521	3,521	3,824	4,134	3,613	3,570	3,871

## STEP 4: DISAGGREGATE DATASET BY STUDENT DISTANCE EDUCATION STATUS

In the filter bar, click on the **plus sign** next to "Student Distance Ed", which will automatically disaggregate the dataset by student distance education status.

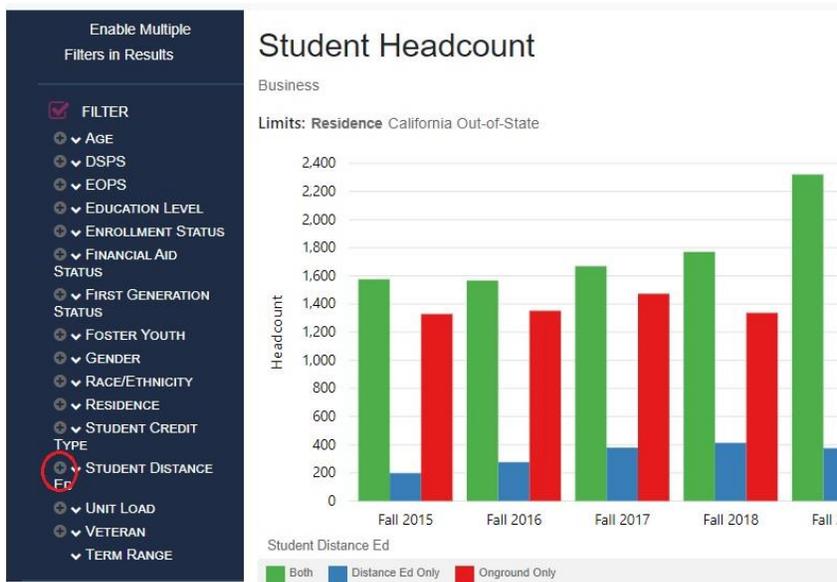
Note: the DE status is not for enrollment in Business courses, but for all courses enrolled at SMC.

Description of attribute values:

**Distance Ed Only:** student exclusively enrolled in distance learning courses during the term at SMC

**Onground Only:** student exclusively enrolled in courses that were offered onground or in-person during the term at SMC

**Both:** student enrolled in a mix of distance learning and onground courses during the term at SMC

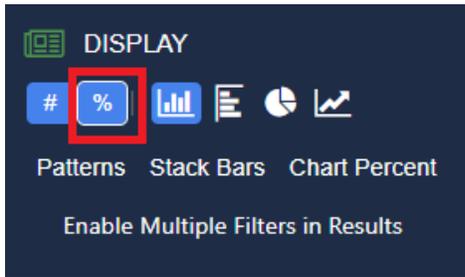


**CHECK YOUR DATA:**  
Did your filter/disaggregation produce the following numbers in the display?

Stu Distance Ed	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023
Both	1,669	1,771	2,321	1,807	1,659	924	1,225
Distance Ed Only	379	413	375	1,393	1,346	2,405	2,401
Onground Only	1,473	1,337	1,128	934	608	241	245
Total	3,521	3,521	3,824	4,134	3,613	3,570	3,871

## STEP 5: COMPUTE THE PERCENTAGE OF BUSINESS STUDENTS BY DISTANCE EDUCATION STATUS

In the "display filters" menu, click on the 1% button which will show the percentage of business students in each fall term by distance education status.



**CHECK YOUR DATA:**

Did your filter/disaggregation produce the following numbers in the display?

Stu Distance Ed	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023
Both	47%	50%	61%	44%	46%	26%	32%
Distance Ed Only	11%	12%	10%	34%	37%	67%	62%
Onground Only	42%	38%	29%	23%	17%	7%	6%
Total	100%	100%	100%	100%	100%	100%	100%

**INTERPRETATION OF THE DATA:**

In Fall 2017, 58% (47% in "Both" + 11% in "Distance Ed Only") of U.S. business department students were enrolled in a distance learning course. By Fall 2023, the percentage of those who enrolled in a distance learning course grew by 36%, from 58% to 94% (32% in "Both" + 62% in "Distance Ed Only").

What other trends do you observe?

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## Training Exercise #2

## Course Success Rates in Highest Enrolled History Courses Disaggregated by Race/Ethnicity and Gender

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*Note: This exercise builds on the skills acquired after completion of Exercise #1. Please complete the first exercise before attempting Exercise #2.*

In this exercise, you will learn how to use the following functions in Precision Campus:

- [USE MULTI UNIT SELECTION](#) to filter for more than one department, course, or program in the organization tree;
- [USE MULTIPLE FILTERS AT ONCE](#) to disaggregate the data by more than one course or student attribute; and,
- [SAVE REPORTS](#) to the clipboard.

Each of the bullet points (bolded, all caps, and blue) above are hyperlinked to short instructional videos demonstrating how to use each Precision Campus function.

### Scenario

As the chair of the History Department, you are interested in examining course success rates in the two highest enrolled courses (HIST 10 and HIST 11) in one chart. You have used the Precision Campus tool to find course success rates for a single course; but you want to see course success for two courses at once for the Fall 2023 term. In addition, to support your department's equity efforts, you want to disaggregate by race/ethnicity AND gender. You would like to save the report so that you are able to pull it up in a pinch the next time you log into Precision Campus.

PARAMETERS	MEASURE
Fall 2023 snapshot Filter for HIST 10 and 11 courses only Disaggregate by student race/ethnicity and gender	Course success rates

### Step-by-Step Instructions

## STEP 0: REFRESH ALL FILTERS AND SETTINGS

When going between data reports, Precision Campus saves the filter settings from the previous report and applies them to all other reports. To refresh the filter settings and create new filters, click on  located on the top right corner of the page.

## STEP 1: SELECT THE "COURSE SUCCESS RATE

Access the "Course Success Rates" report in the menus.

Fact Book/Program Review Course Success Rates

The Course Success Rates report produces three measures for **credit courses only**:

- 1) **Success Count:** Number of A, B, C, P grades
- 2) **Attempts:** Number of A, B, C, D, F, I, P, NP, W grades (excludes RD, IP, and EW grades)
- 3) **Success Rate (%):** (Success Count) / (Attempts) x 100

## STEP 2: ENABLE MULTI-UNIT SELECTION

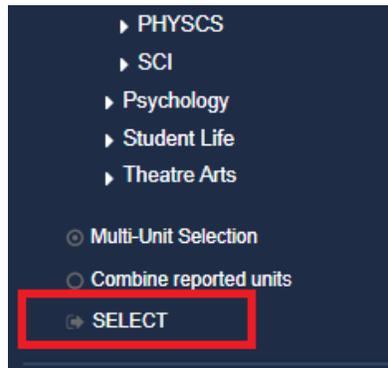
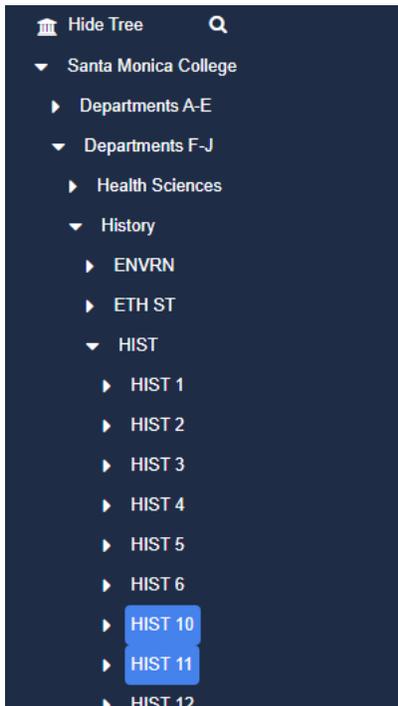
To see course success data for more than one department, discipline, or course at once, enable the multiple-unit selection button by clicking on it. The button is under the college organization tree in the filter bar.



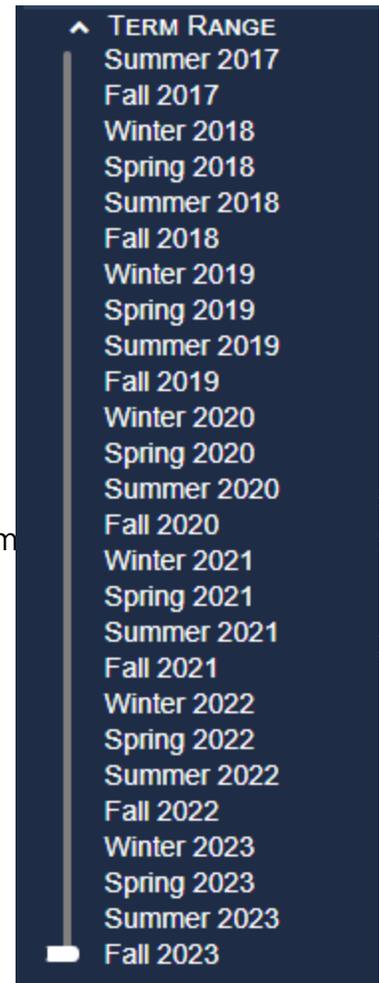
## STEP 3: SELECT THE TWO HISTORY COURSES

The “Multi-Unit Selection” button will allow you to select one or more courses at once. Use the arrows in the organization tree and expand your options until you find HIST 10 and HIST 11. Select and highlight both courses. Then click the **SELECT** button to activate the selections.

Departments F-J History HIST HIST 10, HIST 11



The data in the display section should automatically update and provide you course success rates for both courses:



#### STEP 4: FILTER FOR FALL 2023 TERM

Scroll down to the bottom of the dropdown menu and click on the upside-down caret next to “Term Range” to reveal all value options for the attribute.

Move the sliding bar and set the filter to Fall 2023.



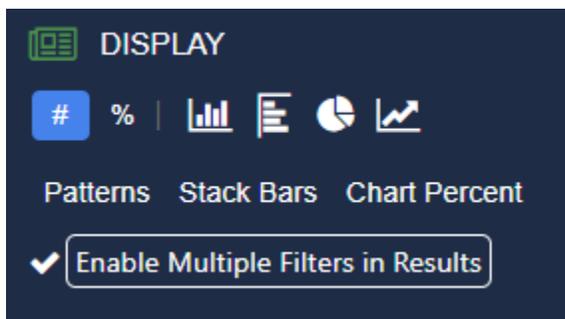
**CHECK YOUR DATA:**

Did your filter produce the following values in the display?

	Success Rate	Success Count	Attempts
HIST 10	76%	389	514
HIST 11	72%	271	378
Total	N/A	660	892

## STEP 5: ENABLE MULTIPLE FILTERS

To disaggregate the course success data by more than one course or student attribute, enable the multiple filters setting by clicking the filters bar on the left side of the page.



A check mark should appear next to "Enable Multiple Filters in Results".

## STEP 6: DISAGGREGATE DATASET BY RACE/ETHNICITY AND GENDER

In the filter bar, click on the **plus sign** next to "Race/Ethnicity". Then do the same for the **plus sign** next to "Gender". The table will automatically disaggregate the dataset by race/ethnicity and gender.

Once the data are disaggregated, the plus signs will turn into **minus signs**.



## STEP 7: REORDER THE DATA ORGANIZATION LEVELS

The data will be organized first by race/ethnicity, then gender, and lastly, by course.

Race/Ethnicity		Gender		Unit		Fall 2023	
				Success Rate	Success Count	Attempts	
Asian	Female	HIST 10		94%	17	18	
		HIST 11		83%	10	12	
	Total			N/A	27	30	
	Male	HIST 10		69%	9	13	
		HIST 11		75%	6	8	
	Total			N/A	15	21	
	Unreported	HIST 10		100%	1	1	
Total				100%	1	1	
Total				N/A	43	52	

Use the upside down carat in the table headings to **sort** by ascending or descending order or **rearrange** the order of the attributes/variables.

↓ Sort Gender A to Z

↑ Sort Gender Z to A

◀ Move Column Left

- ✓ Female
- ✓ Male
- ✓ Unreported

All / None

If your data table is not arranged first by course (unit), then race/ethnicity, then (gender), move columns to the left until they are arranged in the right order.



**CHECK YOUR DATA:**

Did your filters and actions produce the following values in the display?

Unit	Race/Ethnicity	Gender	Success Rate	Success Count	Attempts
HIST 10	Asian	Female	94%	17	18
HIST 10	Asian	Male	69%	9	13
HIST 10	Asian	Unreported	100%	1	1
HIST 10	Black	Female	72%	18	25
HIST 10	Black	Male	70%	19	27
HIST 10	Black	Unreported	100%	2	2
HIST 10	Latine/x	Female	75%	115	154
HIST 10	Latine/x	Male	68%	67	98
HIST 10	Latine/x	Unreported	75%	3	4

HIST 10	Native American	Female	100%	1	1
HIST 10	Pacific Is.	Female	100%	1	1
HIST 10	Two or More	Female	93%	14	15
HIST 10	Two or More	Male	67%	4	6
HIST 10	Two or More	Unreported	100%	1	1
HIST 10	Unreported	Female	79%	27	34
HIST 10	Unreported	Male	79%	19	24
HIST 10	Unreported	Unreported	50%	1	2
HIST 10	White	Female	78%	36	46
HIST 10	White	Male	83%	34	41
HIST 10	White	Unreported	0%	0	1
HIST 11	Asian	Female	83%	10	12
HIST 11	Asian	Male	75%	6	8
HIST 11	Black	Female	60%	6	10
HIST 11	Black	Male	33%	4	12
HIST 11	Black	Unreported	100%	1	1
HIST 11	Latine/x	Female	67%	54	81
HIST 11	Latine/x	Male	60%	55	91
HIST 11	Latine/x	Unreported	67%	2	3
HIST 11	Two or More	Female	33%	4	12
HIST 11	Two or More	Male	60%	6	10
HIST 11	Two or More	Unreported	100%	1	1
HIST 11	Unreported	Female	93%	13	14
HIST 11	Unreported	Male	85%	17	20
HIST 11	Unreported	Unreported	100%	2	2
HIST 11	White	Female	93%	37	40
HIST 11	White	Male	87%	52	60
HIST 11	White	Unreported	100%	1	1

## STEP 8: SAVE THE REPORT TO YOUR CLIPBOARD

Save the report for future uses by clicking on the "Save Report" icon of the page:



Name your saved report in the blank box of the the popup window.

### Save Report

Click on a report name to overwrite an existing report...

- Course Success Rates AHIS
- Collegewide Course Success by Race/Ethnicity
- Course Success Rates for Org Chem
- Fall to Spring Persistence FTIC Domestic Credit Students
- Fall Credit Headcount

Or give it a new name to save a new copy

HIST 10 and HIST 11 Course Success by Race and Gender

[Save New Copy](#) [Cancel](#)

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#### INTERPRETATION OF THE DATA:

Within each racial/ethnic group, female students complete HIST 10 and HIST 11 at higher rates than their male counterparts.

What other trends do you observe in the data?

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## Training Exercise #3

### Number of Disabled Students Served in Fall Terms Disaggregated by Ed. Goal

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*Note: This exercise builds on the skills acquired after completion of Exercises #1 and 2. Please complete the first two exercises before attempting Exercise #3.*

In this exercise, you will learn how to use the following functions in Precision Campus:

**[ADD HIDDEN FILTERS](#)** that are not in the filter bar (relevant to reports in the Special Programs menu); and,

[EMAIL REPORTS](#) you are viewing to a colleague.

Each of the bullet points (bolded, all caps, and blue) above are hyperlinked to short instructional videos demonstrating how to use each Precision Campus function.

## Scenario

As the DSPS faculty leader, you are working on your progress update (PU; the two-year program review) with others in your department. You are interested in offering English tutoring for disabled students in your program, but you need to know whether there are a large number disabled students enrolled in English courses who have a transfer or degree goal. You want to share the data report with your colleagues who are collaborating on the program review report with you.

PARAMETERS	MEASURE
Trend over time, last six or seven fall terms Enrolled in at least one English course Received DSPS counseling (how disabled students are defined for this exercise)	Number of disabled students enrolled in English classes with a degree or transfer goal

## Step-by-Step Instructions

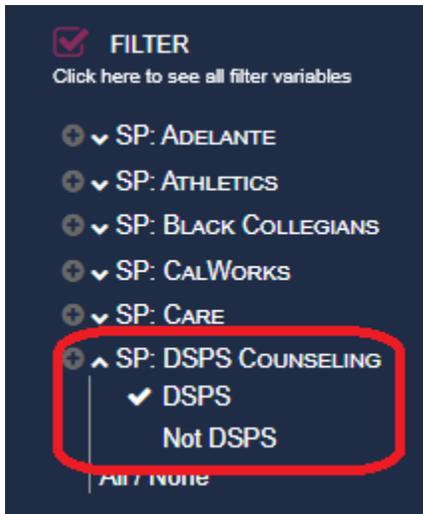
**STEP 1: SELECT THE "REPORTS" MENU**

Access the "Student Headcount" report in the Special Programs > SP: Student Headcount

### STEP 2: FILTER OUT NON-DSPS COUNSELING STUDENTS

Scroll down to the "filters" section on the left to "SP: DSPS Counseling" to see all value options. Filter out the "not DSPS" and select the "DSPS" option. Hold down the CTRL button while clicking the mouse.

The checkmark next to "not DSPS" should disappear and the filter will update to filter for only DSPS students.



**CHECK YOUR DATA:**

Did your filter produce the following numbers in the display?

Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023
2,290	2,275	2,184	1,750	1,695	1,768	1,828

**STEP 3: FILTER FOR STUDENTS ENROLLED IN ENGLISH COURSES**

Click on the arrows in the organization tree/filter bar on the top left corner of the report to expand the options until you find the "English Departments A - E" option.

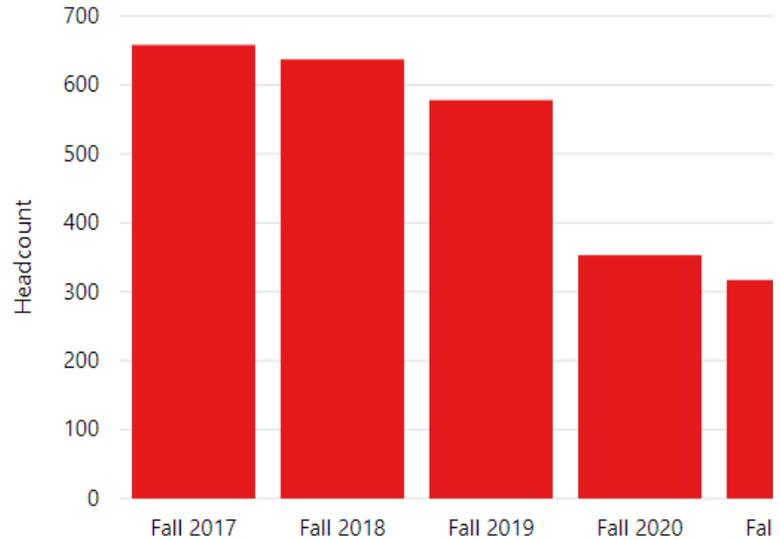
Hide Tree

- ▼ Santa Monica College
  - ▼ Departments A-E
    - ▶ Art
    - ▶ Business
    - ▶ CSIS
    - ▶ Communication
    - ▶ Cosmetology
    - ▶ Counseling
    - ▶ Dance
    - ▶ Design Technology
    - ▶ Disabl Stu Ctr
    - ▶ ESL
    - ▶ Earth Science
    - ▶ Education/ECE
    - ▶ Emeritus
    - ▼ **English**
      - ▶ ENGL
      - ▶ HUM
      - ▶ REL ST
    - ▶ Departments F-J
    - ▶ Departments K-O

## SP: Student Headcount

English

Limits: SP: DSPS Counseling DSPS



Limits: SP: DSPS Counseling DSPS

Measures: Headcount

	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021
Measures	658	637	578	353	317



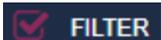
### CHECK YOUR DATA:

Did your filter produce the following numbers in the display?

Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023
658	637	578	353	317	395	440

### STEP 3: DISAGGREGATE DATA BY STUDENT EDUCATIONAL GOAL

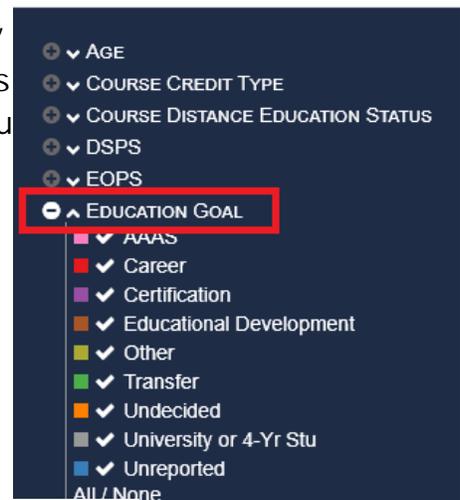
The "Educational Goal" is not included in the course attribute filters are "hidden" and can





The hidden filter menu will pop up. Click on the **plus sign** next to "Educational Goal" student educational goal status bottom" of the hidden menu

Filter



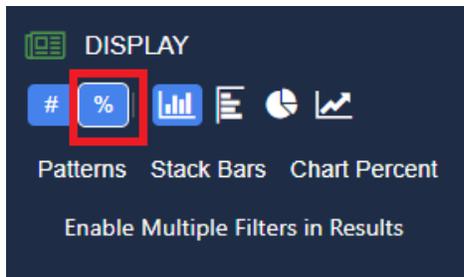
**CHECK YOUR DATA:**

Did your filter/disaggregation produce the following numbers in the display?

Education Goal	Fall 2017	Fall 2018	Fall 2019	Fall 202	Fall 2021	Fall 2022	Fall 2023
AAAS	30	23	22	9	17	12	22
Career	6	12	5	2	2	3	9
Ed Development	7	4	4	2	1	4	6
Other	2	2	3	2	4	2	1
Transfer	543	540	506	316	273	349	375
Undecided	36	27	22	10	9	13	19
Uni or 4-Yr Stu	21	16	4	9	3	3	3
Unreported	8	12	10	2	5	8	5

#### STEP 4: COMPUTE THE PERCENTAGE OF DSPS STUDENTS ENROLLED IN ENGLISH COURSES BY EDUCATION GOAL

In the "display" filter menu, click the "%" percentage of DSPS students enrolled in English courses each fall term by education education status.



#### CHECK YOUR DATA:

Did your filter/disaggregation produce the following numbers in the display?

Education Goal	Fall 2017	Fall 2018	Fall 2019	Fall 202	Fall 2021	Fall 2022	Fall 2023
AAAS	5%	4%	4%	3%	5%	3%	5%
Career	1%	2%	1%	1%	1%	1%	2%
Ed Development	1%	1%	1%	1%	0%	1%	1%
Other	0%	0%	1%	1%	1%	1%	0%
Transfer	83%	85%	88%	90%	86%	88%	85%
Undecided	5%	4%	4%	3%	3%	3%	4%
Uni or 4-Yr Stu	3%	3%	1%	3%	1%	1%	1%
Unreported	1%	2%	2%	1%	2%	2%	1%

#### STEP 5: EMAIL DATA REPORT

Email a PDF version of the chart and table by right corner of the page.



**Email Report**

Recipient(s)

Your email address

Message (optional)  

The data show that a large majority of DSPS students enrolled in at least one English course in the fall report a transfer goal, and this trend has been consistent over time, regardless of the pandemic. We should examine the course success rates of DSPS students in English courses next to determine whether we should add English tutoring for our program.

Enter the recipient(s) 's email address, your email address, and a message (optional). If you want to send the report to more than one recipient, separate the emails with a comma.

Press " OK " to send the report.

As the leader for DSPS, what would you write in your email to your colleagues?

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