



PS Student Queries in ASC Folders – June 14, 2013

Documentation for PS Query Users

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Overview

This document provides user and PS Query author documentation for public queries in folder ASC. These queries are primarily for use in departmental and Faculty Offices.

Documentation for PS Query writers includes a section “Notes for Query Writers”, and within each documented Query, sections starting with Properties are deleted for the User Documentation version.

Finding Queries


Reporting Tools → Query → Query Viewer

Query Viewer, Advanced Search

To find all queries in public folder ASC, select Folder name = ASC and Owner=Public, then Search.

Query Viewer

Enter any information you have and click Search. Leave fields blank for a list of all values.

Query Name:	<input type="text" value="begins with"/>	<input type="text"/>
Description:	<input type="text" value="begins with"/>	<input type="text"/>
Uses Record Name:	<input type="text" value="begins with"/>	<input type="text"/>
Uses Field Name:	<input type="text" value="begins with"/>	<input type="text"/>
Access Group Name:	<input type="text" value="begins with"/>	<input type="text"/> 
Folder Name:	<input "="" type="text" value="="/>	<input type="text" value="ASC"/>
*Query Type:	<input "="" type="text" value="="/>	<input type="text" value="User"/>
Owner:	<input "="" type="text" value="="/>	<input type="text" value="Public"/>

When using the IN or BETWEEN operators, enter comma separated values without quotes. i.e. JOB,EMPLOYEE,JRNL_LN.

[Basic Search](#)

Query Naming Conventions

Currently, here are some naming conventions for queries, by starting letters:

AH - Ad Hoc, still in development; these queries end in TEST_ABC, where ABC are initials of query writer (ASC queries are usually written by Carol Kavanaugh [CFK], or Cindy Butts [CB])

QU – Queen’s, production

Other - some organizations are using this, eg EDU, QSB

Also, queries written by Queen’s PS Query writers usually have the author’s PS Operator ID as the suffix of the query name. You can use query OPRID_LOOKUP_GET_NAME_PUBLIC to find out the author’s real name.

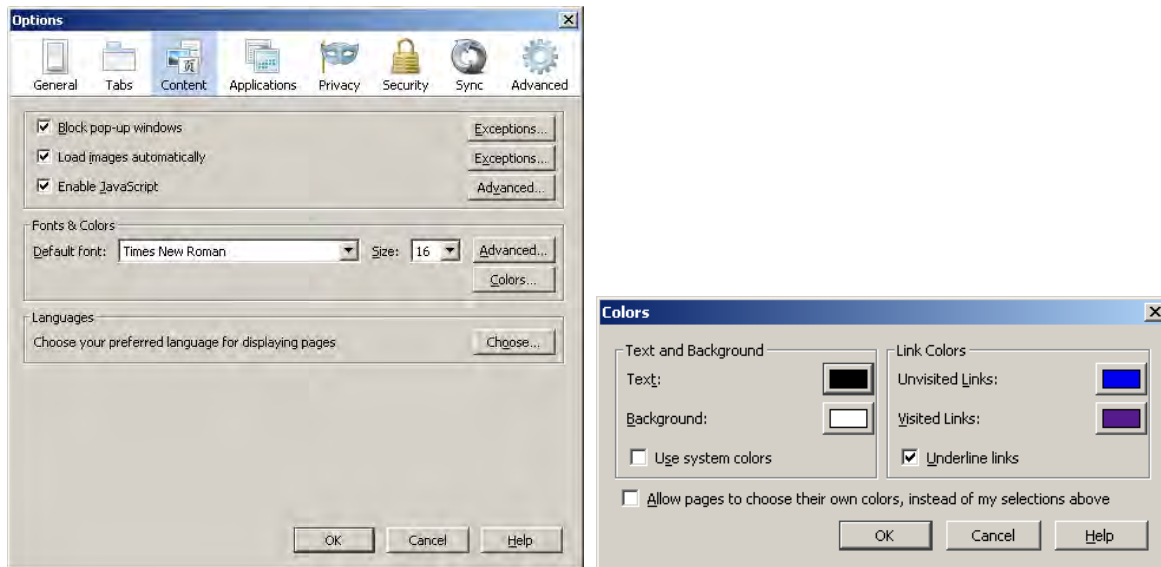
If you like the query, you can “favourite” it by pressing the favourite link at the right side of the query listing.

Query							
Query Name	Description	Owner	Folder	Run to HTML	Run to Excel	Schedule	Add to Favorites
AH_CLASSES_N_1TERM_CFK	class counts, 1 term, prompts	Public	ASC	HTML	Excel	Schedule	Favorite
AH_CLASSES_N_INSTR_CFK	sec'n n with instr, 1org, 1trm	Public	ASC	HTML	Excel	Schedule	Favorite
AH_CLS_LISTS_ADDRESS_CFK	class lists,addr,phone,prompts	Public	ASC	HTML	Excel	Schedule	Favorite

The queries created so far that are tested and should work are listed on the following pages, with a description of what they are, plus some other helpful hints.

Examples in this document

For clarity, samples are shown with text black on white in this document. (Select Tools, Options, Content, Colors, then Unselect “Allow pages to choose their own colors”).)



What if I can't see a public query?

If you don't see the query, then you don't have security access to the data it looks up. If you think you need access to one of these queries, and you can't see the query – then you should check with the Faculty Office.








This document demonstrates how to use each of the queries, with screen shots showing example fields completed, and the headers of the fields reported in the query.

Hints to determine codes

Queries with the word “lookup” in the Description field has lookup tables for most of the fields, to help search for the correct value.

For example - query AH_CLS_LIST_ADDRS_TEST_CFK has lookup tables that are available as each selection is requested – this may help you identify exact values required to restrict this query to just the group(s) you want!

AH_CLS_LIST_ADDRS_TEST_CFK - class list w email, address

Institution (QUNIV):	<input type="text" value="quniv"/> 
Term (eg 2131):	<input type="text" value="2131"/> 
Session:	<input type="text" value="Regular Academic Session"/> 
Subject (eg MATH):	<input type="text" value="chem"/> 
Catalog (eg 120a):	<input type="text"/> 
Class Type (E, N or % for all):	<input type="text"/>
Section (eg 001, %=all):	<input type="text"/> 
Addr Type (eg HOME):	<input type="text"/> 

Queries in Public Folder ASC_OLD, n=28

These queries have been replaced by other queries and are no longer supported. **Suggested replacement query name is shown in the query Description field.**

If you have any of these queries in your Favorites, they will still show up on your list – but be aware that

- **these queries are not maintained,**
- **some have known errors, and**
- **these queries will eventually be deleted.**

Please use the replacement query indicated. If you have questions or problems, please contact Carol Kavanaugh x77170.

Query Name	Descr	Owner	Folder
AH_ASC_REG_BY_TERM_BGL	AH_PGM_PLANS_LIST_AC_BGL	Public	ASC_OLD
AH_CLASSES_N_1TERM_TEST_CFK	AH_CLASSES_N_1TERM_CFK	Public	ASC_OLD
AH_CLASS_COUNTS_1ORG_TEST_CFK	AH_CLASSES_N_INSTR_CFK	Public	ASC_OLD
AH_CLASS_LIST_CB8	AH_CLS_LISTS_ADDRESS_CFK	Public	ASC_OLD
AH_CLASS_LIST_FOR_LG_CB8	AH_CLS_LISTS_ADDRESS_CFK	Public	ASC_OLD
AH_CLS_LISTS_1ORG_TEST_CFK	AH_CLS_LISTS_ADDRESS_CFK	Public	ASC_OLD
AH_CLS_LISTS_1TERM_CB	AH_CLS_LISTS_ADDRESS_CFK	Public	ASC_OLD
AH_CLS_LISTS_1TERM_TEST_CFK	AH_CLS_LISTS_ADDRESS_CFK	Public	ASC_OLD
AH_CLS_LISTS_ADDRESS_TEST_CFK	AH_CLS_LISTS_ADDRESS_CFK	Public	ASC_OLD
AH_CLS_LISTS_BISC_TEST_CB	AH_CLS_LISTS_GRADES_CFK	Public	ASC_OLD
AH_CLS_LISTS_GRADES_TEST_CFK	AH_CLS_LISTS_GRADES_CFK	Public	ASC_OLD
AH_CLS_LISTS_PLANS_TEST_CFK	AH_CLS_LISTS_PLANS_CFK	Public	ASC_OLD
AH_CLS_LISTS_PLNS_ORG_TEST_CFK	AH_CLS_LISTS_PLANS_TEST_CFK	Public	ASC_OLD
AH_CLS_LIST_EMAIL_TEST_CFK	AH_CLS_LISTS_ADDRESS_CFK	Public	ASC_OLD
AH_CLS_LIST_EML_PLANS_TEST_CFK	AH_CLS_LISTS_PLANS_TEST_CFK	Public	ASC_OLD
AH_CLS_LIST_SECT_TEST_CFK	AH_CLS_LISTS_ADDRESS_CFK	Public	ASC_OLD
AH_CLS_LIST_SIMPLE_TEST_CFK	AH_CLS_LISTS_ADDRESS_CFK	Public	ASC_OLD
AH_CLS_LIST_WITH_FINAL_GRD_CB8	AH_CLS_LISTS_ADDRESS_CFK	Public	ASC_OLD
AH_CLS_N_INSTR_1ORG_TEST_CFK	AH_CLASSES_N_INSTR_CFK	Public	ASC_OLD
AH_EMAIL_LOOKUP_CB8	EMAIL_LOOKUP_CB8	Public	ASC_OLD
AH_EMAIL_REVERSE_LOOKUP_CB8	EMAIL_REVERSE_LOOKUP_CB8	Public	ASC_OLD
AH_GR_CLASS_LST_FOR_UPL_CB8	AH_CLS_LISTS_ADDRESS_CFK	Public	ASC_OLD
AH_NAME_PS_OPRID_LOOKUP_CFK	OPRID_LOOKUP_GET_ID_PUBLIC	Public	ASC_OLD
AH_OPRID_LOOKUP_GET_NAME_CFK	OPRID_LOOKUP_GET_NAME_PUBLIC	Public	ASC_OLD
AH_PGM_PLANS_3RD_4TH_YR_CB8	AH_PGM_PLANS_LIST_AC_BGL	Public	ASC_OLD
AH_PGM_PLANS_LIST_AC_TEST_BGL	AH_PGM_PLANS_LIST_AC_BGL	Public	ASC_OLD
QU_EMAIL_REVERSE_LOOKUP_CB8	AH_EMAIL_REVERSE_LOOKUP_CB8	Public	ASC_OLD
QU_NAME_PS_OPRID_LOOKUP_CFK	OPRID_LOOKUP_GET_NAME_PUBLIC	Public	ASC_OLD


Queries replacing ones listed in folder ASC_OLD, are listed in folder ASC.

Queries in Public Folder ASC, n=14

As of this writing, the following queries are available for use in the public folder ASC:

Query Name	Descr	Owner	Folder
AH_CLASSES_N_1TERM_CFK	class counts, 1 term, prompts	Public	ASC
AH_CLASSES_N_INSTR_CFK	sec'n n with instr, 1org, 1trm	Public	ASC
AH_CLS_LISTS_ADDRESS_CFK	class lists,addr,phone,prompts	Public	ASC
AH_CLS_LISTS_GRADES_CFK	cl lists,adrs,grades,prompts	Public	ASC
AH_CLS_LISTS_PLANS_CFK	class lists,plans,addr,prompts	Public	ASC
AH_CLS_LIST_ADDR_TEST_CFK	class list,adrs,phone,lookups	Public	ASC
AH_DEGS_GRANTED_TEST_CFK	Dgrs granted since prompt date	Public	ASC
AH_DEGS_GRANTED_WAVE_TEST_CFK	Dgrs since date, cum gpa ave	Public	ASC
AH_DEGS_GRANTED_WPLAN_TEST_CFK	Dgrs granted since date; wplan	Public	ASC
AH_PGM_PLANS_LIST_AC_BGL	AC students in plan(s);prompts	Public	ASC
AH_PGM_PLANS_LIST_INW_TEST_BGL	INact/withdrawn; prompts	Public	ASC
AH_STDNTS_ENRL_HIST_TEST_CFK	stdnts enrol hists; prompts	Public	ASC
AH_STDNT_ENRL_HISTPLN_TEST_CFK	1 stdnt enr hist, with plan	Public	ASC
AH_STDNT_ENRL_HIST_TEST_CFK	1 stdnt enrol hist, w deg pgm	Public	ASC

All ASC queries have multiple prompts to enable the query to be run for different selections.

AH_CLS_LIST_ADDR_TEST has “lookups” in the description – there is a magnifying glass  beside the prompt to enable lookups to determine correct inputs for prompts.


Queries in Public Folder ASC_CDS, n=12

Some of these queries may be of general use; some queries have tables with row level security and can not be seen by all PS Student Query users.

Query Name	Descr	Owner	Folder
AH_CDS_OFFC_BY_TRM_PUB_CB8	offc, elig; excl: DED,BSCE,BED	Public	ASC_CDS
AH_CLASS_COUNTS_1TERM_TEST_CFK	class counts, 1 term *LONG*	Public	ASC_CDS
AH_CLASS_LIST1_MJD	Class List w EMail & status dt	Public	ASC_CDS
AH_CLS_LISTS_DIST_TEST_CFK	class lists, 1term, prompts	Public	ASC_CDS
AH_CLS_LISTS_EXMCENTS_TEST_CFK	Cls lists, 1 trm, non-bl exm cen	Public	ASC_CDS
AH_CLS_LIST_EMEXM_1CL_TEST_CFK	Class List w email, exam ctr	Public	ASC_CDS
AH_CLS_LIST_EMEXM_ORG_TEST_CFK	CI Lists, email, exam ctr, 1org	Public	ASC_CDS
AH_CLS_LIST_EMEXM_TRM_TEST_CFK	CI Lists, email, exam, 1trm*LONG*	Public	ASC_CDS
AH_CLS_LIST_EXCTRE_TEST_MJD	class list w email, address	Public	ASC_CDS
AH_CLS_LST_EMEXM_CAREER1TR_MJD	CI Lists, email, exam, 1trm*LONG*	Public	ASC_CDS
AH_ENROLS_DROP_SWAP_TEST_CFK	Drops, swaps, 1session, 1trm	Public	ASC_CDS
AH_MISSING_EXM_CTR_TEST_TLD	missing exam centre codes	Public	ASC_CDS

AH_CLS_LISTS_DIST_TEST_CFK - class list(s), 1term, prompts - with admit term

AH_CLS_LISTS_DIST_TEST_CFK - class lists, 1term, prompts

Term (eg 2135): 

Campus (BISC or MAIN or %):

Acad Group (eg ASC, ENG,%=all):

Acad Org (eg CHEMDEPT, %=all):

Class Type (E, N, %=all):

Mode (CO=cor,P=person,%=all):

Proj Level (01,02,03,04,%=all):

Crs Career (UGRD, DIST, %=all):

Subject (eg CHEM, %=all):

Catalog (eg %100%, %=all):

Section (eg %001%, %=all):

Admit Term (eg 2135, %=all):

Term	Campus	Course Career	Acad Group	Acad Org	Subject	Catalog Number	Class Section	Class Number	Assoc Class	Class Type	Session	Component	Mode	Student ID	Last	First Name	Middle	Email
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Email	Stat Dt	Sex	Birthdate	Prim Prog	Program Career	Acad Prog	Admit Term	Proj Level	Agreement	Units taken for Progress	Total Units Passed for GPA	Progress Units	Max Progress Units	Cumulative GPA	Approved Acad Load	Acad Load	Cap Enrl	Enrol as of Drop Date	Official Grade	Grade Base	Course Descr
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N records returned

This query gave n=129 records on April 10, 2013, with the above parameters.

AH_ENROLS_DROP_SWAP_TEST_CFK – drops, swaps, 1session, 1term (best for current term)

AH_ENROLS_DROP_SWAP_TEST_CFK - Drops, swaps, 1session, 1trm

Session:

Term (eg 2119):

Subj (eg BIOL, or % for all):

Term	Session	Subject	Catalog	Section	ID	Last Enrol Action	Drop Dt	Last	First Name	Sex	Email	Grade
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This query gives a list of students who have dropped or swapped registrations in a term. This is useful for departments to run for the current term to monitor class changes.

Prompts:

Session: select session from dropdown menu.

Term : term desired, eg 2119

Subj: subject code (=course prefix)

N records returned

This query gave n=930 records on October 28, 2011, with the above parameters.

Queries in Public Folder ASC_F2, n=24


These queries are generally run by staff in the Faculty of Arts and Science office (at Mac Corry F200, hence the folder name). This list is provided for information only. Some of these queries may be useful for other Faculty Offices.

Query Name	Descr	Owner	Folder
AH_ACAD_STAND_NO_PREV_STND_CB8	Undergraduate Career	Public	ASC_F2
AH_ACAD_STAND_W_PREV_STDNG_CB8	Undergraduate Career	Public	ASC_F2
AH_ACAD_STND_D_NO_PRV_STND_CB8	Distance career	Public	ASC_F2
AH_ACAD_STND_D_W_PRV_STDNG_CB8	Distance Career	Public	ASC_F2
AH_ASC_3TRM_UNITS_CB8		Public	ASC_F2
AH_ASC_3TRM_UNITS_PUB_CB8		Public	ASC_F2
AH_AWARDS_1TERM_TEST_CFK	Awards given, 1 term, w email	Public	ASC_F2
AH_AWARDS_ADDS_TEST_CFK	all awards, app add, 1term AC	Public	ASC_F2
AH_AWARDS_ADDS_TST_CFK	all awards, app add, 1term AC	Public	ASC_F2
AH_CRS_ERG_TEST_PUB_CB8		Public	ASC_F2
AH_DUAL_DEG_AUDIT_TEST_CFK	dual degree audit report	Public	ASC_F2
AH_INCOMPLETE_GRADES_CB8	IN & GD grades query	Public	ASC_F2
AH_IN_GD_GRDS_CB8	IN & GD grades query	Public	ASC_F2
AH_MD_YR_AND_FINAL_GRADE_CB8		Public	ASC_F2
AH_MID_AND_FIN_GRD_BY_STDT_CB8		Public	ASC_F2
AH_MYR_FIN_GRD_ENGL100_CB8		Public	ASC_F2
AH_MYR_FIN_GRD_ENGL_LIST_CB8		Public	ASC_F2
AH_POLS_ALLPLNS_W_POLS_CRS_CB8	all pols stdts & pols crs w gr	Public	ASC_F2
AH_POLS_ALLPLNS_W_PROMPTS_CB8	all pols stdts & pols crs w gr	Public	ASC_F2
AH_POLS_MAJ_4TH_W_POLS_CRS_CB8		Public	ASC_F2
AH_REQ_ON_CRSE_CATALOG_TLD	Req groups on which courses	Public	ASC_F2
AH_RG_MIN_GRAD_RPT_CB8	Students Lacking GradePointReq	Public	ASC_F2
AH_SERV_INDS_1TERM_TEST_CFK	students with serv ind's, 1trm	Public	ASC_F2
AH_SERV_INDS_1TRMPGM_TEST_CFK	studnts w serv ind's,1trm,1pgm	Public	ASC_F2

Queries in Public Folder ASC

These queries are for general use in departments. None have record-level security, so results should be the same if different people run these queries from different locations.

AH_CLASSES_N_1TERM_CFK – class counts, 1 term, prompts, 1 or all orgs AH_CLASSES_N_1TERM_CFK - class counts, 1 term, prompts

Term (eg 2139 or 2141): 

Class Type (E, N or % for all):

Campus (BISC, MAIN, % for all):

Acad Group (ASC,ENG,% for all):

Career (UGRD, GRAD or %):

Acad Org (eg BIOL%, % for all):

Campus	Career	Term	Acad Group	Acad Org	Session	Component	Mode	Subject	Catalog	Section	Class Nbr	Class Type	Cap Enrl	Min Enrl	Tot Enrl @ Drop Date	Descr
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This query gives total enrolments for all classes in one organization for one term. It also contains information about class section, enrolment cap, course description. Total Enrolment at Drop Date includes counts for Auditors.

This query reports total enrolment only (because it uses the class table). It is useful for looking at past enrolments (where total enrolment = official course count), or enrolments for courses in current and future terms. **If no students are enrolled in a course, the course will show up on this report.**

The query AH_CLASSES_N_INSTR_CFK may also be useful, because it shows courses taught in combined sections.

Prompts:

Term = the term of interest

Class Type = Enrolment (Lecture / Seminar), or Non-Enrolment (Lab / Tutorial), or % for all types (students will be counted twice if in Lecture and Lab sections)

Campus = BISC (Herstmonceux), MAIN or % for all

Career = UGRD, GRAD or % for all

Acad Org = department code. Use the magnifying glass if you need to search for a value.

N records returned

This query gave n=32 records on June 4, 2013, with the above parameters.

AH_CLASSES_N_INSTR_CFK – sec'n n with instr, 1 org, 1 term, prompts

AH_CLASSES_N_INSTR_CFK - sec'n n with instr, 1org, 1trm

Term (eg 2131):

Acad Org (eg COMPDEPT, %=all):

Class Type (E, N or % for all):

Campus (MAIN, BISC, %=all):

Crs Career (UGRD, grad, %=all):

Acad Group (ASC, ENG, %=all):

Campus	Course Career	Term	Course Acad Group	Acad Org	Session	Component	Mode	Subject	Catalog	Section	Class Nbr	Class Type	Grading	Course Title	Pgrss Unt	Max Units
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Max Units	COMMERCE	ASC	BPHE	MEDS	THE	ENG	LAW	EDU	NUR	MBA, MM, MFIN	INTERNS	SGS	Total Enrol @ run date	Tot Enrl @ Drop Date	Cap Enrl	Instructor ID	Instructor Name	Comb Sect	Comb Sects ID	Sctn_Combined_Descr
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This query gives total enrolments for one term for all courses in one organization (or all orgs). It also contains information about class section, progress and maximum units, enrolment cap, course description, degree faculty of enrolled students, instructor name, enrolment cap, total enrolment as of run date (excludes Auditors), plus total enrolments as of add/drop date (includes Auditors), and combined section information.

This query returns one record for each course section instructor. Prior to financial drop date, total enrolment will be the same as total enrolment as of drop date. After financial drop date, total enrolment as of run date may be less than total enrolment as of drop date.

This query was originally developed by Brian Lewis and is considered to be accurate and used by faculty offices and institutional planning to compare cross-faculty teaching.

This query replaces the following public queries in folder ASC: AH_CLS_N_INSTR_1ORG_TEST_CFK, AH_CLASS_COUNTS_1ORG_TEST_CFK, AH_CLASS_COUNTS_1TERM_TEST_CFK.

Prompts:

Term = the term of interest

Acad Org = department code. Use the magnifying glass if you need to search for a value, or type % for all academic orgs (LONG report!)

Class type: E (enrolment), N(non-Enrolment, eg tutorials), or % for all

Campus (Main, BISC or % for all)

Course Career (UGRD, GRAD, DIST, or % for all)

Academic Group:

ASC	Faculty of Arts and Science
BUS	School of Business
EDU	Faculty of Education
ENG	Fac of Engineering & Appl Sci
HSC	Faculty of Health Sciences
LAW	Faculty of Law
SGS	School of Graduate Studies
THE	School of Religion

N records returned

This query gave n=83 records on June 3, 2013, with the above parameters.

AH_CLS_LISTS_ADDRESS_CFK – class list(s), address, phone, prompts
AH_CLS_LISTS_ADDRESS_CFK - class lists,addr,phone,prompts

Term (eg 2135):

Campus (BISC or MAIN or %):

Acad Group (eg ASC, ENG,%=all):

Acad Org (eg CHEMDEPT, %=all):

Class Type (E, N, %=all):

Mode (CO=cor,P=person,%=all):

Proj Level (01,02,03,04,%=all):

Crs Career (UGRD, GRAD, %=all):

Subject (eg CHEM, %=all):

Catalog (eg %100%, %=all):

Section (eg %001%, %=all):

Addr Type (eg HOME):

Term	Campus	Course Career	Acad Group	Acad Org	Subject	Catalog Number	Class Section	Class Number	Assoc Class	Class Type	Session	Component	Mode	Student ID	Last	First Name	Middle	Email	Stat Dt
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Stat Dt	Sex	Birthdate	Prim Prog	Program Career	Acad Prog	Acad Level - term start	Acad Level - projected	Study Agreement	Units taken for Progress	Total Units Passed for GPA	Progress Units	Max Progress Units	Cumulative GPA	Approved Acad Load	Acad Load	Cap Enrl	Enrol as of Drop Date
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Enrol as of Drop Date	Official Grade	Grade Base	Course Descr	Addr Type	Address 1	Address 2	City	State	Postal	Country	Phone Type	Phone Country Code	Phone no	Phone Ext	Preferred
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This query gives names, student ID, birthdate, sex, e-mail, primary program, projected year level, university agreement, total passed for GPA, cumulative GPA, academic load (F/P), address and preferred phone number and grade **for all students in all sections for all courses for one or more campuses in a given term.**

The list of students is updated whenever the student adds or drops the course - so **only students registered in the course at the time you run the query will appear.**

This query returns one record per student per course.

Selection criteria: Academic Program=AC (Active), status E (Enrolled) and ENRL_STATUS_REASON=ENRL, official grade not DR (dropped), preferred email, preferred phone no. This query uses the same selection criteria as AH_CLS_LISTS_GRADES_CFK, except for address type and preferred phone no.

Prompts:

Term = the term in which the course was/is/will run.

Campus = BISC (Herstmonceux), MAIN, or % for all.

Academic Group: ASC, BUS, EDU, ENG, HSC, LAW, SGS, THE, % for all.

Academic Org: code for unit, eg CHEMDEPT, or % for all

Class Type = Enrolment (Lecture / Seminar), or Non-Enrolment (Lab / Tutorial), or % for all types (students will be counted twice if in Lecture and Lab sections).

Instruction mode: CO (correspondence), P (in person), %for all.

Projected level in program: 01, 02, 03, 04, 05 or % for all (yes, you must put the 0's in!)

Crs Career = DIST, UGRD, GRAD, NONC, % for all.

Subject: subject code, eg CHEM, % for all.

Catalog: course catalog eg %100% (to get 100A or 100B, for example), % for all.

Course section: eg %001%, % for all.

Address type: use search tool or type selection.

Search Results

View All	First	1-4 of 4	Last
Address Type	Address Type		
BUSN	Business		
CHK	Check		
HOME	Current Mail		
SAPP	Admissions Application		

N records returned

This query gave n=1,548 records on May 15, 2013, with the above parameters.

Updates

20130515 - added field stdnt_car_term.acadlevel_bot; removed TEST from public query name.

20130411 - copied from AH_CLS_LISTS_1TERM_CFK, added address and phone no info (left outer joins); verified no row level security. Also note that Course Component field can now have the values BLN (blended) and ONL (online).

20130410 - prompt text changed for catalog, section to allow individual course selection;

20130404 - prompts for subj, catalog, section added; fields status date, progress units and max progress units added; query AH_CLASS_LIST_CB8 will be retired.

field and prompt for admit term removed; query AH_CLS_LISTS_DIST_TEST_CFK created in folder ASC_CDS for selecting on admit term (only relevant for course career DIST, duplicate records for some other career students).

20130314 - added prompts for acad group, acadorg, mode, projected level - query AH_CLS_LISTS_1ORG_TEST_CFK will be retired.

AH_CLS_LISTS_GRADES_CFK – class list(s), grades, prompts
AH_CLS_LISTS_GRADES_CFK - cl lists,addrs,grades,prompts

Term (eg 2135):

Campus (BISC or MAIN or %):

Acad Group (eg ASC, ENG,%=all):

Acad Org (eg CHEMDEPT, %=all):

Class Type (E, N, %=all):

Mode (CO=cor,P=person,%=all):

Proj Level (01,02,03,04,%=all):

Crs Career (UGRD, GRAD, %=all):

Subject (eg CHEM, %=all):

Catalog (eg %100%, %=all):

Section (eg %001%, %=all):

Addr Type (eg HOME):

Term	Campus	Course Career	Acad Group	Acad Org	Subject	Catalog Number	Class Section	Class Number	Assoc Class	Class Type	Session	Component	Mode	Student ID	Last	First Name	Middle	Email	Stat Dt
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Stat Dt	Sex	Birthdate	Prim Prog	Program Career	Acad Prog	Acad Level - term start	Acad Level - projected	Study Agreement	Units taken for Progress	Total Units Passed for GPA	Progress Units	Max Progress Units	Cumulative GPA	Approved Acad Load	Acad Load	Cap Enrl	Enrol as of Drop Date
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Enrol as of Drop Date	Grade Base	Official Grade	Grade Input	Grade Descr	Course Descr	Addr Type	Address 1	Address 2	City	State	Postal	Country	Phone Type	Phone Country Code	Phone no	Phone Ext	Preferred phone flag
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This query gives names, student ID, birthdate, sex, e-mail, primary program, projected year level, university agreement, total passed for GPA, cumulative GPA, academic load (F/P), grade, grade input, and grade description **for all students in all sections for all courses for one or more campuses in a given term.**

The list of students is updated whenever the student adds or drops the course - so **only students registered in the course at the time you run the query will appear.**

This query returns one record per student grade per course.

Selection criteria: Academic Program=AC (Active), status E (Enrolled) and ENRL_STATUS_REASON=ENRL, official grade not DR (dropped). This query uses the same selection criteria as AH_CLS_LISTS_ADDRESS_CFK, except for address type and preferred phone no.

Prompts: same as for AH_CLS_LISTS_ADDRESS_CFK

N records returned


This query gave n=1,548 records on June 11, 2013, with the above parameters.

Updates

June 11, 2013 – copied from AH_CLS_LISTS_ADDRESS_CFK; added grades and grade descriptions

AH_CLS_LISTS_PLANS_CFK – class lists, plans, address, phone, prompts

AH_CLS_LISTS_PLANS_CFK - class lists,plans,addr,prompts

Term (eg 2135): 

Campus (BISC or MAIN or %):

Acad Group (eg ASC, ENG,%=all):

Acad Org (eg CHEMDEPT, %=all):

Class Type (E, N, %=all):

Mode (CO=cor,P=person,%=all):


Proj Level (01,02,03,04,%=all):

Crs Career (UGRD, GRAD, %=all):

Subject (eg CHEM, %=all):

Catalog (eg %100%, %=all):

Section (eg %001%, %=all):

Addr Type (eg HOME): 

Term	Campus	Course Career	Acad Group	Acad Org	Subject	Catalog Number	Class Section	Class Number	Assoc Class	Class Type	Session	Component	Mode	Student ID	Last	First Name	Middle	Email	Stat Dt
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Stat Dt	Sex	Birthdate	Prim Prog	Program Career	Acad Prog	Acad Plan	Acad Level - term start	Acad Level - projected	Study Agreement	Units taken for Progress	Total Units Passed for GPA	Progress Units	Max Progress Units	Cumulative GPA	Approved Acad Load	Acad Load	Cap Enrl	Enrol as of Drop Date
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Enrol as of Drop Date	Official Grade	Grade Base	Course Descr	Addr Type	Address 1	Address 2	City	State	Postal	Country	Phone Type	Phone Country Code	Phone no	Phone Ext	Preferred
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This query gives names, student ID, birthdate, sex, e-mail, primary program, projected year level, university agreement, total passed for GPA, cumulative GPA, academic load (F/P), address and preferred phone number and grade – **and program plans for all students in all sections for all courses for one or more campuses in a given term.**

The list of students is updated whenever the student adds or drops the course - so **only students registered in the course at the time you run the query will appear.**

This query returns one record per student plan per course. Students in Major-Minor Plans will appear multiple times on the class list, once for every Program/Plan in which they are registered. If you want to

see the student only once, you can use the filter tool in Excel (filter out plan types Y and Z, minors), or use query AH_CLS_LISTS_ADDRESS_CFK.

Selection criteria: Academic Program=AC (Active), status E (Enrolled) and ENRL_STATUS_REASON=ENRL, official grade not DR (dropped), preferred email, preferred phone no.

Prompts:

Term = the term in which the course was/is/will run.

Campus = BISC (Herstmonceux), MAIN, or % for all.

Academic Group: ASC, BUS, EDU, ENG, HSC, LAW, SGS, THE, % for all.

Academic Org: code for unit, eg CHEMDEPT, or % for all

Class Type = Enrolment (Lecture / Seminar), or Non-Enrolment (Lab / Tutorial), or % for all types (students will be counted twice if in Lecture and Lab sections).

Instruction mode: CO (correspondence), P (in person), %for all.

Projected level in program: 01, 02, 03, 04, 05 or % for all (yes, you must put the 0's in!)

Crs Career = DIST, UGRD, GRAD, NONC, % for all.

Subject: subject code, eg CHEM, % for all.

Catalog: course catalog eg %100% (to get 100A or 100B, for example), % for all.

Course section: eg %001%, % for all.

Address type: use search tool or type selection.

Search Results

Address Type	Address Type
BUSN	Business
CHK	Check
HOME	Current Mail
SAPP	Admissions Application

N records returned

This query gave n=1,925 records on June 10, 2013, with the above parameters – compare this with results from query AH_CLS_LISTS_ADDRESS_CFK, with same prompt values on the same day, n=1,548 records. The extra 377 records are 329 Y (Arts Minor) and 48 Z (Science Minor) records.

Limitations

For students enrolled in dual degree programs, the academic plan may not be the plan associated with the course enrolment. Queries AH_STDNT_ENRL_HISTPLN_TEST_CFK and AH_STDNT_ENRL_HIST_TEST_CFK give course enrolment along with the plan associated with each enrolment.








Updates

20130610 – copied from AH_CLS_LISTS_ADDRESS_CFK; added field acad_plan; renamed without TEST in query name

20130411 - This query gives the same fields as query AH_CLS_LISTS_ADDRESS_TEST_CFK – with additional fields related to Program Plan (types Y and Z), and hence there will be additional records for Minor plans. Also note that Course Component field can now have the values BLN (blended) and ONL (online).

AH_CLS_LIST_ADDRS_TEST_CFK – 1 class list with email, mailing address, phone no, lookup tables

AH_CLS_LIST_ADDRS_TEST_CFK - class list, addr, phone, lookups

Institution (QUNIV): 
Term (eg 2131): 
Session: 
Subject (eg MATH): 
Catalog (eg 120a): 
Class Type (E, N or % for all):
Section (eg 001, %=all): 
Addr Type (eg HOME): 

Campus	Career	Term	Acad Group	Acad Org	Session	Component	Mode	Class Number	Class Type	Cap Enrl	Subject	Catalog Number	Class Section	Student ID	Last	First Name	Middle	Email	P
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Email	Prim Prog	Proj Level	Sex	Pass GPA	GPA	Acad Load	Grade Base	Official Grade	Address 1	Address 2	City	State	Postal	Country	Phone Type	Phone Country Code	Phone	Ext	Descr
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This query gives names, student number, sex, e-mail, primary program, projected year level, preferred phone number, and home, applicant, or campus address for **all students in a single course**.

This query is useful to use lookup tables to determine the correct values for selecting groups in other queries.

The list of students is updated whenever the student adds or drops the course - so **only students registered in the course at the time you run the query will appear. One record per student per course.**

Selection criteria: Academic Program=AC (Active), status E (Enrolled), enroll_status_reason=ENRL, official grade not DR (dropped), preferred phone number.

Prompts:

Institution = QUNIV (can't avoid this, sorry!)

Term = the term in which the course was/is/will run

Session: for Fall or Winter Term courses choose "Regular Academic Session" from the dropdown menu. For Summer term courses, choose "May-July 12 Week", "May-June 6 Week" or "July-August 6 Week" as appropriate. Other sessions are for the BISC or other faculties, so you likely won't be worried with them.

Subject = course subject code (e.g. ENGL)

Catalog = course number (e.g. 201 – note you must choose A or B if a multi-term course!)

Class Type = Enrolment (Lecture / Seminar), or Non-Enrolment (Lab / Tutorial), or % for all types (students will be counted twice if in Lecture and Lab sections).

Section: Use the search tool to identify section numbers, or % for all sections.

Address Type – HOME, SAPP (applicant) address type. Use search tool for other types.

N records returned

This query gave n=1,548 records on June 13, 2013, with the above parameters.

Updates

April 11, 2013: corrected left outer join for addresses; added phone numbers; reordered fields so this query can replace query AH_CLS_SIMPLE_TEST_CFK (by hiding some columns). Note that Course Component field can now have the values BLN (blended) and ONL (online).

March 25, 2013: Added criterion ENRL_STATUS_REASON=ENRL; replaced EMAIL_ADDRESSES with EMAIL_ADDR_VW (no row level security); added prompt for section; added fields total passed for GPA and cumulative GPA; verified no row-level security is in this query.

With the prompts and fields incorporated in this query, queries AH_CLS_LIST_EMAIL_TEST_CFK and AH_CLS_LIST_SECT_TEST_CFK are redundant, and is now in public folder ASC_OLD and will not be maintained in future.

Excel tip

You can select the first 12 columns (A through K inclusive) and then either hide or delete them (select columns, then right click), select Delete or Hide.

	I	J	K	L	M	N	O	
	Class Type	Descr	Sex	Prim Prog	Subject	Catalog Number	Class Section	Stud
	E	Diff. & Integral Calculus	M	BAH	MATH	126A	001	1002
	E	Diff. & Integral Calculus	M	BAH	MATH	126A	001	1002
	E	Diff. & Integral Calculus	M	BAH	MATH	126A	001	0621
	E	Diff. & Integral Calculus	F	BAH	MATH	126A	001	1002
	E	Diff. & Integral Calculus	M	BAH	MATH	126A	001	0608
	F	Diff. & Integral Calculus	M	BAH	MATH	126A	001	0629

Then you can select other columns you wish to hide, for example columns W through AA that have to do with grading.

W	X	Y	Z	AA	
Pass GPA	GPA	Acad Load	Grade Base	Official Grade	Ad
6	3 F	GRD	NG		Wa


Columns L through V are a simple class list, with subject, catalog number, class section, student ID, last, first, middle names, email, primary program, projected level and sex.

L	M	N	O	P	Q	R	S	T	U	V
Subject	Catalog Number	Class Section	Student ID	Last	First Name	Middle	Email	Prim Prog	Proj Level	Sex

Additional information is grouped together on the right and may be hidden as desired – address and telephone information, and finally the class description.

AH_DEGS_GRANTED_TEST_CFK – degrees granted since date, by career, acad group

AH_DEGS_GRANTED_TEST_CFK - Dgrs granted since prompt date

Conferred since (yyyymmdd): 

Career (UGRD, GRAD, %=all):

Acad Group (ASC, ENG, %=all):

Degr Status	Degr Status Date	Cal Year	Confer Dt	Career	Acad Group	ID	Last	First Name	Degree	Degree Nbr	Sex	Compl Term	Degr GPA	Class Rank	Of	Hon Prefix	Hon Suffix	Can / Int	Visa/Permit Type	Eff Date	Country of Citizenship
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This query lists details of all degrees conferred by the university after the “conferred since” date.

This query is useful if looking up the degrees conferred at the most recent graduation. If you want to look up previous graduations, you’ll also get all degrees conferred in subsequent ones as well, so it could get very large.

Prompts:

Conferred since: Enter the date from which you wish to list all degrees conferred. For example, to list all the degree conferred from the spring convocation 2011 and onwards, type 20110601.

Career = UGRD, GRAD or % for all

Academic group = academic group of interest – eg ASC, ENG, or % for all

N records returned


This query gave n=4,397 records on June 13, 2013, with the above parameters.

Issues with this query

1. This query gives data for all degrees granted since 1983. Degrees granted prior to 1983 are included, if a student has applied or registered since 1983.

AH_DEGS_GRANTED_WAVE_TEST_CFK – degs granted since date, with cum. Gpa and degree ave

AH_DEGS_GRANTED_WAVE_TEST_CFK - Dgrs since date, cum gpa ave

Conferred since (yyyymmdd): 

Career (UGRD, GRAD, %=all):

Acad Group (ASC, ENG, %=all):

Degr Status	Compl Term	Career	Acad Group	Degr Status Date	Cal Year	Confer Dt	ID	Degree	Cumul. GPA	Last	First Name	Degree Nbr	Sex	Degr GPA	Class Rank	Of	Hon Prefix	Hon Suffix	Can / Int	Visa/Permit Type	Eff Date	Country of Citznship
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This query lists details of all degrees conferred by the university after the “conferred since” date.

This query is useful if looking up the degrees conferred at the most recent graduation. If you want to look up previous graduations, you’ll also get all degrees conferred in subsequent ones as well, so it could get very large.

Prompts:

Conferred since: Enter the date from which you wish to list all degrees conferred. For example, to list all the degree conferred from the spring convocation 2011 and onwards, type 20110601.

Career = UGRD, GRAD or % for all

Academic group = academic group of interest – eg ASC, ENG, or % for all


N records returned

This query gave n=4,210 records on April 20, 2012, with the above parameters.

Issues with this query

1. This query gives data for all degrees granted since 1983. Degrees granted prior to 1983 are included, if a student has applied or registered since 1983.

AH_DEGS_GRANTED_WPLAN_TEST_CFK – degrees granted + plan, since date AH_DEGS_GRANTED_WPLAN_20121129 - Dgrs granted since date; wplan

Conferred since (yyyymmdd): 

Career (UGRD, GRAD, %=all):

Acad Group (ASC, ENG, %=all):

Acad Plan (%math% or %=all):

Degr Status	Degr Status Date	Cal Year	Confer Dt	Career	Acad Group	ID	Last	First Name	Middle	Degree	Degree Nbr	Acad Plan	Plan Seq	Sex	Compl Term	Cumul. GPA	Degr GPA	Class Rank	Of	Hon Prefix	Hon Suffix	Can / Int	Visa/Permit Type	Eff Date	Country of Citizenship
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This query lists details of all degrees conferred by the university after the “conferred since” date.

This query is useful if looking up the degrees conferred at the most recent graduation. If you want to look up previous graduations, you’ll also get all degrees conferred in subsequent ones as well, so it could get very large.

Prompts:

Conferred since: Enter the date from which you wish to list all degrees conferred. For example, to list all the degree conferred from the spring convocation 2011 and onwards, type 20110601.

Career = UGRD, GRAD or % for all

Academic group = academic group of interest – eg ASC, ENG, or % for all

Acad Plan = specific academic plan, such as MATH-Y-1, or put % (wildcard) sign before and/or after the concentration code to expand the selection.

N records returned

This query gave n=5,528 records on June 13, 2013, with the above parameters.

Issues with this query


1. This query gives data for all degrees granted since 1983. Degrees granted prior to 1983 are included, if a student has applied or registered since 1983.


Updates

April 20, 2012: Plan Sequence added.

AH_PGM_PLANS_LIST_AC_BGL – Active (and Completed) Plan lists, prompts (includes No acad load)

AH_PGM_PLANS_LIST_AC_BGL - AC students in plan(s);prompts

Acad Plan (eg %mast%, %=all): 


Term (eg 2139): 

Acad Group (ASC,ENG, %=all):

Acad Prog (eg BCMP%, %=all):

Proj Level (01,02,03,04, %=all):

Career (ugrd, grad, %=all):

Addr Type (eg HOME): 

Study Form (ENRL, OFFC, %=all):

Campus (BISC, MAIN, %=all):

Term	Campus	Acad Group	Career	Acad Prog	Acad Plan	Plan Seq	Sub-Plan	Study Form	Dual Prog	Proj Level	Program Status	ID	Last	First Name	Middle	Sex	Email	Units in progress for GPA	Total Units Passed for Prgrs	Total Cumulative Units
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Total Cumulative Units	Current Term GPA	Cumulative GPA	Class Rank	Total class n	Degr GPA	Degr Status	Degr Checkout Status	Approved Acad Load	Acad Load	Agreement	Prog Actn	Action Date	Action Rsn	Admit Term	Wdraw Code	WithdriRsn
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WithdriRsn	Visa Permit Type	Citznship Country	Can / Int Flag	Addr Type	Address 1	Address 2	City	State	Postal	Country	Phone Type	Phone Country Code	Phone	Ext
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This query gives names, email, projected level, cumulative gpa, sex, academic load and subplan, dual program, citizenship, address and phone number – for students actively enrolled in specific program plans for a specific term, and in a specific academic group. Selection criteria: **acad_prog.prog_status=AC or CM** (Active or Completed; for selected term, includes students with acad_load=N), preferred phone no; effective date for acad_prog, acad_plan, acad_subplan, and visa permit as of run date. **If students are registered in more than one plan, there will be a record for each plan.**

Prompts:

Acad Plan = specific academic plan, such as MATH-Y-1, or put % (wildcard) sign before and/or after the concentration code to expand the selection.

Term = term of interest

Acad group = academic group of interest – eg ASC, ENG, or % for all

Acad Prog = degree program – eg BCMP% (to get BCMP and BCMPH), or % for all

Proj level = 01,02,03,04, or % for all

Career = UGRD, GRAD, DIST, NONC, or % for all

Address type: use search tool; options: BUSN (business), CHK (check), HOME, SAPP (admissions application)

Study Form: ENRL, MANL, OFFC, % for all

Campus: BISC, MAIN, % for all

Codes for Academic Plan Type

A Medial Arts	M Major	W Waterloo Concurrent Education
B Mature Student	N Miscellaneous	X Exchange
C Certificate	O Post Degree	Y Arts Minor
D Audit only	P Specialization	Z Science Minor
E English Language Program	Q Queen's Concurrent Education	1 Special Field Conc
F Qualifying Graduate	R Graduate	2 Ontario Visiting Stdnt (OVGS)
G General	S Medial Science	3 3 yr Nursing
H Honorary Degree	T Trent Concurrent Education	
I Internship	U Special Program	
J Law - Sherbrooke	V Visiting	
L Letter of Permission		

Codes for Degree Checkout Status

AG Applied for Graduation	PN Needs to Finish Pending Work
AP Approved	WD Withdrawn
AW Degree Awarded	
DN Denied	
IR Program in Review	

N records returned

This query gave n=43 records on June 10, 2013, with the above parameters.

Updates

June 10, 2013: added criteria status = CM (completed) to pick up students who have graduated (when running query for past terms); removed "TEST" from query name

May 10, 2013: changed criteria on effective date for acad_prog, acad_plan, acad_subplan, and visa permit to current date from max date (BGL)


April 12, 2013: preferred phone number added


November 7, 2012: degree status date removed (was getting duplicate records)

September 27, 2012: prompts for study form, campus added; field ATOT_CUMULATIVE (total cumulative units passed for progress) added

AH_PGM_PLANS_LIST_INW_TEST_BGL – students either inactive or withdrawn

AH_PGM_PLANS_LIST_INW_TEST_BGL - INact/withdrawn; 1plan,1term

Acad Plan (eg %mast%, %=all): 

Term (eg 2119): 

Acad Group (ASC,ENG, %=all):

Acad Prog (eg BCMP%, %=all):

Proj Level (1,2,3,4, %=all):

Career (ugrd, grad, %=all):

Term	Campus	Acad Group	Career	Acad Prog	Plan Seq	Acad Plan	Sub-Plan	Dual Prog	Proj Level	ID	Last	First Name	Middle	Sex	Email	Total Units Passed for Prgrs	Cumulative GPA	Current Term GPA	Approved Acad Load	Acad Load	Agreement	P / A
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Agreement	Prog Actn	Action Date	Action Rsn	Admit Term	Wdraw Code	WithdrIRsn	Status	Can / Int Flag
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This query gives names, email, projected level, cumulative gpa, sex, academic load, subplan and dual program – for students who are inactive, have no academic load, or have withdrawn, for a specific academic group. This query also reports field Withdraw Code, Withdraw Date, and Program Status.

Selection criteria: students with one of {acad_prog.program_status<>AC, withdraw_code<>NWD}

Prompts:

Acad Plan = specific academic plan, such as MATH-Y-1, or put % (wildcard) sign before and/or after the concentration code to expand the selection.

Term = term of interest

Acad group = academic group of interest – eg ASC, ENG, or % for all

Acad Prog = degree program – eg BCMP% (to get BCMP and BCMPH), or % for all

Proj level = 01,02,03,04, or % for all

Career = UGRD, GRAD, DIST, NONC, or % for all

N records returned

With the above parameters, this query gave n=70 records on October 17, 2011, and n=119 records on May 24, 2012.


Updates

May 25, 2012 – field Plan Sequence added.

AH_STDNTS_ENRLS_HIST_TEST_CFK – crs enrol detail for selected students, with plan

AH_STDNTS_ENRL_HIST_TEST_CFK - stdnts enrol hist; prompts

Crs Subject (eg ANAT, %=all):

Pgm term (eg 2131): 

Pgm Group (eg ASC, %=all):

Acad Prog (eg BSCH, %=all):

Pgm Plan (eg %LISC%, %=all):

Proj Level (eg 03,04, %=all):

ID	Last	First Name	Middle	Sex	Pgm Term Selected	Selected Pgm Career Nbr	Pgm Selected Career	Acad Load	Acad Group	Acad Prog Selected	Selected Pgm Status	Campus	Selected Acad Plan	Selected Pgm Proj Level	Course Term	Course Acad Prog
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Course Acad Prog	Subject	Catalog	Section	Acad Group	Class Type	Component	Class Nbr	Session	Associated Class	Course ID	Course Location	Course Campus	Course Descr	Official Grade	Grd Points	Units Taken for Acad Progress
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Units Taken for Acad Progress	Unit Taken	Acad Career	Acad Load	Proj Level	Units Taken for Progress	Units Transferred	Transfer Taken for GPA	Trnsfr Grd Pts	Current GPA	Cum. GPA
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This query gives academic program, plan and level, with course enrolments, units, and transfer units, total passed for GPA, cumulative GPA, academic load (F/P), and course grade associated with each academic program and plan – for a group of students, selected by program plan, and limited to courses in selected subjects, if desired. This query is useful for selecting enrolment records in a specific subject, for a group of students in a specific plan, program and/or projected level.

Multiple records if student is enrolled in multiple plans.

Records with grade NG (no grade) are usually A part of course (3 units in progress, 0 units earned); grade and units are earned in B part of same course (eg PSYC100A, PSYC100B).

Selection criteria: Academic Program=AC (Active), status E (Enrolled), official grade not DR (dropped).

Prompts:

Crs Subject – for enrolments in one subject, enter the subject code. % gives all enrolments for the selected students.

Pgm term – enter term to select students Active in that term.

Pgm group – enter group to select desired program group of students (or % for all program groups).

Acad Prog - enter Academic Program to select desired Academic program group of students (or % for all Academic program groups).

Pgm plan - enter Academic Program Plan to select desired Academic program Plan group of students (or % for all Academic program plan groups).

Projected level – enter projected level to select desired Projected Level of students in their plan – or % for all levels. NB for individual levels, you must enter the leading 0 – eg 01, 02, 03, 04.

N records returned

With the above parameters, this query gave n=1,694 records on June 11, 2013.

Issues with this query

Note: Transfer units may not be correct. Please contact Carol Kavanaugh x77170 and she will try to work with people to make sure the query is retrieving the correct information.

AH_STDNT_ENRL_HISTPLN_TEST_CFK - crs enrol detail for 1 student, with plan

AH_STDNT_ENRL_HISTPLN_TEST_CFK - 1 stdnt enr hist; with plan

ID:

Subject (eg POLS, %=all): %

ID	Last	First Name	Middle	Sex	Career Nbr	Career	Acad Prog	Acad Plan	Plan Seq	Proj Level	Prim Prog	Term	Campus	Subject	Catalog	Section	Acad Group	Official Grade	Grd Points	Grd Pt/Unt	Student Position	Current GPA	Cumul. GPA
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Cumul. GPA	Mode	Comb Sect	Course Career	Bill Units	Units Earned	Units Taken for Progress	Units Transferred	Transfer Taken for GPA	Transfer Grade Pts	Units taken for Acad. Progress	Course ID	Assoc Class	Location	Session	Class Nbr	Descr	Acad Load
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This query gives academic program, plan and level, with course enrolments, units, and transfer units, total passed for GPA, cumulative GPA, academic load (F/P), and course grade associated with each academic program and plan. This report is useful for checking dual degree course enrolment history, as well as verifying individual student enrolment history.

Multiple records if student is enrolled in multiple plans.

Records with grade NG (no grade) are usually A part of course (3 units in progress, 0 units earned); grade and units are earned in B part of same course (eg PSYC100A, PSYC100B).

Selection criteria: Academic Program=AC (Active), status E (Enrolled), official grade not DR (dropped).

Prompts:

ID – student number.

Subject – for enrolments in one subject, enter the subject code. % gives all enrolments for the student number.

Note: Transfer units may not be correct.

N records returned – June 12, 2013

For student number 06087313 (student with M and Y Major and Minor plans), all courses, this query gave 74 records.

For student number 05694817 (dual degree student, BSCH/BSCE), all courses, this query gave 63 records.

For student number 05839718 (student with transfer credits), POLS courses, this query gave 17 records.

Issues with this query

Note: Transfer units may not be correct. Please contact Carol Kavanaugh x77170 and she will try to work with people to make sure the query is retrieving the correct information.

Updates

May 25, 2012 – Plan Sequence added.

Special notes

You may wish to run query AH_STDNTS_ENRLS_HIST_TEST_CFK to retrieve all enrolment records in a specific subject area for a specific group of program students.

If AH_STDNTS_ENRLS_HIST_TEST_CFK does not give you what you need, then this query AH_STDNT_ENRL_HISTPLN_TEST_CFK can be run to retrieve results for a group of student numbers. You will need to contact someone who can write PS Queries – and they can submit the query and return the data to you. In the Faculty of Arts and Science – contact Carol Kavanaugh or Cindy Butts.

AH_STDNT_ENRL_HIST_TEST_CFK – crs enrol detail for 1 student

AH_STDNT_ENRL_HIST_TEST_CFK - 1 stdnt enrol hist, w deg pgm

ID:

Subject (eg POLS, %=all):

ID	Career Nbr	Career	Acad Prog	Proj Level	Prim Prog	Term	Campus	Subject	Catalog	Section	Official Grade	Grd Points	Grd Pt/Unt	Student Position	Current GPA	Cumul. GPA	Mode	Comb Sect	Course Career U
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Course Career	Bill Units	Units Earned	Units Taken for Progress	Units Transferred	Transfer Taken for GPA	Transfer Grade Pts	Units taken for Acad. Progress	Course ID	Assoc Class	Location	Session	Class Nbr	Descr	Acad Load	Acad Group
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This query gives academic program, plan and level, with course enrolments, units, and transfer units, total passed for GPA, cumulative GPA, academic load (F/P), and course grade associated with each academic program and plan. This report is useful for checking dual degree course enrolment history, as well as verifying individual student enrolment history.

One record per student course enrolment (no plans shown).

Records with grade NG (no grade) are usually A part of course (3 units in progress, 0 units earned); grade and units are earned in B part of same course (eg PSYC100A, PSYC100B).

Selection criteria: Academic Program=AC (Active), status E (Enrolled), official grade not DR (dropped).

Prompts:

ID – student number.

Subject – for enrolments in one subject, enter the subject code. % gives all enrolments for the student number.

Note: Transfer units may not be correct.

N records returned – June 12, 2013

For student number 06087313 (student with M and Y Major and Minor plans), all courses, this query gave 37 records (no plan information, compare with results from AH_STDNT_ENRL_HISTPLN_TEST_CFK).

For student number 05694817 (dual degree student, BSCH/BSCE), all courses, this query gave 63 records.

For student number 05839718 (student with transfer credits), POLS courses, this query gave 17 records.

Issues with this query

Note: Transfer units may not be correct. Please contact Carol Kavanaugh x77170 and she will try to work with people to make sure the query is retrieving the correct information.

Updates

March 22, 2013 – added enrolment status reason=ENRL to selection criteria

Special notes

You may wish to run query AH_STDNTS_ENRLS_HIST_TEST_CFK to retrieve all enrolment records in a specific subject area for a specific group of program students.

If AH_STDNTS_ENRLS_HIST_TEST_CFK does not give you what you need, then this query AH_STDNT_ENRL_HISTPLN_TEST_CFK can be run to retrieve results for a group of student numbers. You will need to contact someone who can write PS Queries – and they can submit the query and return the data to you. In the Faculty of Arts and Science – contact Carol Kavanaugh or Cindy Butts.

Queries with Prefix QU

Queries that have been vetted and are in production, have the prefix QU. You may find the following queries useful:

QU_GR_CLASS_LIST_FOR_GRD_UPL – class list for grade upload

QU_RG_CLASS_FAIL_RPT – report of class failures

QU_RG_CLASS_LIST – class list with email








QU_RG_DUAL_DEGREE_STDNTS – students with dual degrees (excl. BED)

QU_RG_MIN_GRAD_RPT – students lacking grade point requirement for course

QU_RG_STDNTS_NOENRL – students with no enrolments

QU_GR_CLASS_LIST_FOR_GRD_UPL – class list for grade upload

QU_GR_CLASS_LST_FOR_GRD_UPL - Class List for Grade Upload


Institution: 
Term: 
Session: 
Subject: 
Catalog: 
Section: 
Class Nbr: 


Term	Session	Subject	Catalog Number	Class Section	Class Number	Student ID	Grade
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This query gave n=93 records on September 20, 2011, with the above parameters.


QU_RG_CLASS_FAIL_REPT - report of class failures

QU_RG_CLASS_FAIL_RPT - Report of Class Failures

Academic Institution: 

Term: 

Subject Area: 


Session: 


Subject	Catalog Nbr	Class Section	Component	Student ID	Name	Grade	Career	Term	Session
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This query gave n=240 records on June 12, 2013, with the above parameters.


QU_RG_CLASS_LIST - class list with email


QU_RG_CLASS_LIST - Class List with E-Mail


Institution: 


Term: 

Session: 

Subject: 

Catalog: 

Section: 


Class Nbr: 


Term	Session	Subject	Catalog Number	Class Section	Class Number	Student ID	Name	Program	Plan	Proj Level	Email Address
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This query gave n=448 records on June 12, 2013, with the above parameters.

QU_RG_DUAL_DEGREE_STDNTS – students with dual degrees (excl. BED)

QU_RG_DUAL_DEGREE_STDNTS - Dual Degree Students query

Institution: 

Career: 

Term: 


Student ID	Name	Primary Program	Plan	Secondary Program	Plan	Level
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Selection: Program status =AC (Active), **Academic Program <>BED**, Dual Academic Program<>BED, Joint Program Approved=Y

This query gave n=109 records on September 20, 2011, with the above parameters.


QU_RG_MIN_GRAD_RPT – students lacking grade point requirement for course


QU_RG_MIN_GRAD_RPT - Students Lacking GradePointReq

Institution: 

Subject: 

Catalog_Nbr:

Term: 

Req_Subject: 

Req_Catalog_Nbr:

Grd Pt/Unt:

Subject	Catalog Nbr	Term	Student Id	Name	Status	Grd Pt/Unt	Req. Subject	Req. Catalog Nbr
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This query requires the input of a catalog number for a specific course, and its prerequisite course, and associated minimum grade point average for the prerequisite course.






In the example above, BIOL102 is a prerequisite for BIOL103.

Selection: enrolment status=E (enrolled), in 1st catalog number; enrolment does not exist in 2nd catalog number.

This query gave n=0 records on September 20, 2011, with the above parameters.

QU_RG_STDNTS_NOENRL – students with no enrolments

QU_RG_STDNTS_NOENRL - Students with No Enrollments

Institution: 
Career: 
Term: 
Acad Group: 
Acad Prog: 

Student ID	Name	Acad Group	Acad Prog	Acad Plan
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Selection: Withdrawal code <> NWD; units audited=0; academic load=N.

This query gave n=1402 records on September 20, 2011, with the above parameters. Note: in this query, blank value = all values.

Other useful Public Queries

EMAIL_LOOKUP_CB8 – get email address from empl/student ID

EMAIL_LOOKUP_CB8 - student id lookup to get email

Empl / student ID:

ID	Type	Email	Preferred
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EMAIL_REVERSE_LOOKUP_CB8 – get empl/student ID from email address

EMAIL_REVERSE_LOOKUP_CB8 - Email add to find stdt number

Email (x@queensu.ca):

ID	Type	Email	Preferred
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OPRID_LOOKUP_GET_ID_PUBLIC – get PS id from last Name

OPRID_LOOKUP_GET_ID_PUBLIC - Get PS id from Last Name

Last Name (case sensitive):

	Last	First Name	User
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N records returned

With the above parameters, this query gave n=8 records on June 12, 2013.

OPRID_LOOKUP_GET_NAME_PUBLIC – get name from PS operator ID

OPRID_LOOKUP_GET_NAME_PUBLIC - Get name from PS id

PS operator id (eg CFK):

	User	Last	First Name	Middle
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N records returned

With the above parameters, this query gave n=1 records on June 12, 2013.

Tips for Using Excel

Online resources for learning Excel and Pivot Tables:

- Microsoft: Intro to Pivot Tables 2007-2010: <http://office.microsoft.com/en-us/excel-help/make-your-data-work-for-you-RZ010205886.aspx?section=2>
- Pivot tables, excel 2007-2010, from Dummies.com - <http://www.dummies.com/how-to/content/how-to-create-a-pivot-table-in-excel-2007.html>
- Microsoft: Intro to Pivot Tables, Excel 2003 - <http://office.microsoft.com/en-us/excel-help/pivottable-reports-101-HA001034632.aspx>

Queen's Online Learning – sign up for **free** hands-on workshops (including Excel intro, intermediate, charts, pivot tables, formulas, etc) at <https://moodle.queensu.ca/login/index.php> - you need to use your Netid and password to log in, & then you can see the courses. Some handouts may be downloaded from <http://www.queensu.ca/its/pd/handouts.html> .

Updates made to this document

June 14, 2013: Many updates to nearly all queries – overview:

- Many queries consolidated by adding columns and prompts
- No row level security on any ASC public queries (if row level security, potential exists to get diff results depending on who runs the query!)
- Unsupported queries moved to folder ASC_OLD
- “TEST” removed from name, for queries deemed to be relatively permanent and reliable
- Now class count and class list queries nearly all agree, and have consistent column orders and headings
- New query AH_CLASSES_N_INSTR_CFK – gives section class counts with instructor, includes combined sections, deg. faculty counts in classes (for new budget model!)
- Program query AH_PGM_PLANS_LIST_AC_BGL modified to select students Active and also Completed programs
- New query AH_STDNTS_ENRLS_HIST_TEST_CFK added to list all enrolments of selected students – eg all 4th yr BIOL students

Last updated June 14, 2013, by Carol Kavanaugh, carol.kavanaugh@queensu.ca x77170.

Where to find this document

When substantial updates are made to this document, Carol will send an email to departments, alerting them in case they want to download a current version. The current version of this document is always available linked from www.queensu.ca/artsci/stats (scroll to the bottom of the page).

