

THECB

Existing Program Performance Review

Workforce, Academic Affairs and Research

Texas Higher Education Coordinating Board
4/8/2013

Overview

The Texas Higher Education Coordinating Board (THECB) adopted rules to streamline the approval process for most new bachelor's and master's degree programs (Chapter 5, Subchapter C, Section 5.44). In October 2009, the THECB adopted similar rules to streamline the approval process for career technical certificate and applied associate degree programs (Chapter 9, Subchapter E, Section 9.93).

The rules include development of a process for the periodic review of the performance of existing degree programs. The undergraduate Existing Program Performance Review (EPPR) aligns with the THECB's task of outcome-based assessment and provides institutions with information to assist in program improvement. The undergraduate EPPR will not lead to or result in the closure of programs. The information is being made available to provide institutions with consistent and comparable programmatic-level data to assist with strategic planning, internal programmatic review, and program development.

Award Categories and Measure Definitions

All data are derived from CBM reports and federal databases. Institutions are not responsible for providing additional information. Three program levels have been identified for review (certificate, associate, and bachelor's). Award categories included in the review are:

- Career Technical Certificates and Applied Associate Degrees (AAS)
- Academic Associate Degrees (AA, AS, and AAT)
- Bachelor of Applied Technology (BAT) Degrees
- Baccalaureate Degrees

With input from the Undergraduate Education Advisory Committee, THECB staff developed quantitative measures of a program's performance. Most of the quantitative measures definitions align with the Accountability System measures; however, some modifications to definitions were made, as appropriate for applicability at the program level. While every effort was made to develop measures that are consistent across program types, some variation exists because of the different nature and purpose of each program type.

THECB staff have determined that evaluating comparable quantitative measures of similar undergraduate programs may help institutions define program efficiency and effectiveness. Institutions may consider using this data for internal programmatic review of student success and program performance indicators. At this time, institutions will not be required to respond to the THECB based on the review information nor will the information be used for current program evaluation. However, EPPR data may be used in the staff evaluation of new program requests for doctoral programs, engineering programs, and programs costing over \$2 million.

Statewide and Accountability Peer Group Program Review

The data for all programs is processed annually and posted on the THECB website. THECB staff will review selected programs on a rotating basis over a 10-year period. The review consists of a summative evaluation of statewide and Accountability Peer Groups trends in reviewed disciplines.

Career Technical Certificates, Applied Associate & Baccalaureate Programs:

THECB staff developed a year-by-year schedule of 2-digit Classification of Instruction Programs (CIP) code. All programs within the 2-digit CIP code are reviewed at the 4-digit level.

- [Review Schedule by CIP Code](#)

Academic Associate Programs:

As many institutions' data are not subdivided at the programmatic level, all data for academic associate programs is presented and reviewed as a single unit.

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1 Existing Program Performance Review (EPR) Report

1.1 Generating an EPR Report

The screenshot shows the 'Existing Program Performance Review System' interface. It includes a 'Report Title' field, a 'Select Degree' section with 'Degree Type' and 'Fiscal Year' dropdowns, a 'Data Columns' list, and a 'Select Filters' section with three columns: 'Peer Group', 'Institution', and 'CIP Code'. A 'Run Request' button is at the bottom right. Annotations with arrows point to these elements, explaining their function.

Enter a report title for your customized report.

Select a Degree Type.

Select the Fiscal Year.

The list of Data columns that appear will change depending on the Degree Type selected.

The Peer Group, Institution and CIP Code are chained together, meaning the list of Institutions will change depending on the Peer Group selected and the list of CIP Codes will change depending on the Peer Group and Institution selected.

Note: Select "ALL" will include all of the items in the selection list. Holding down the <Ctrl> key and selecting individual options will highlight a selected group of non-contiguous fields. Holding down the <Shift> key and selecting an upper and lower field will highlight all of the fields between the first and second choice.

Figure 1-1

The Existing Program Performance Review System generates interactive reports for the following degree types:

- Academic Associate
- Applied Associates and Certificates
- Baccalaureate
- Bachelor Applied Technology

To generate a report:

- 1 Enter a **Report Title**.
- 2 Select a **Degree Type**.
- 3 Select a **Fiscal Year**.
- 4 Select the **Data columns/Measures** that will appear in the generated report. Selecting “ALL” will include all of the Data columns/Measures.
NOTE: The list of Data columns will change depending on the Degree Type selected in Step 2.
- 5 Select the **Peer Group**.
NOTE: The list of Peer Groups will change depending on the Degree Type selected in Step 2.
- 6 Select an **Institution**.
NOTE: The lists of Institutions that appear in this list will change depending on the Peer(s) Group selected in Step 5.
- 7 Select a **CIP Code(s)**.
- 8 Select a report **Output type** (HTML, Excel, Active Report).
- 9 Click on the **Run** command button.

Texas Higher Education Coordinating Board
Existing Program Review
Baccalaureate Statewide Totals

				Fall Enrollment				Annual Snapshot Data Persistence Rate				Class Size		Number of Degrees		Completion Rate of Juniors After 4 Years		Cost
Fiscal Year	Institution	Peer Group	CIP Code	Program	Junior	Senior	Enrollment Total	Jr. Same Program	Jr. Other Program	Sr. Same Program	Sr. Other Program	Lower Division	Upper Division	Number of Degrees Awarded	Number in Cohort	Same Program	Other Program	Average No. of Semesters
2009	**Statewide Totals		0100	Agriculture, General	220	277	497	91.00%	2.40%	77.00%	12.00%	48.00	18.00	213	182	73.60%	12.10%	10.85
			0101	Agricultural Business and Management	812	1,064	1,876	88.70%	3.70%	72.80%	11.80%	50.00	38.00	859	814	76.90%	10.10%	10.42
			0102	Agricultural Mechanization	14	22	36	94.40%	.00%	100.00%	.00%	30.00	20.00	17	18	83.30%	11.10%	11.07
			0103	Agricultural Production Operations	45	41	86	87.50%	.00%	53.80%	23.10%	30.00	21.00	189	25	56.00%	28.00%	10.41
			0104	Agricultural and Food	13	31	44	100.00%	.00%	100.00%	.00%	35.00	35.00	16	20	60.00%	30.00%	10.23

Figure 1-2



Helpful Hint if you are generating a report in Excel

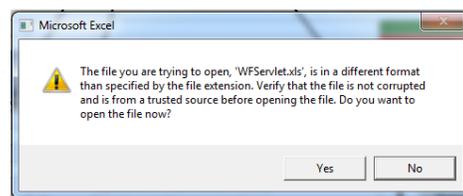
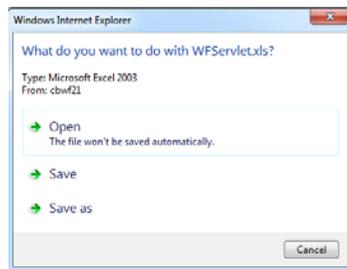


Figure 1-3

If you are generating an Excel report, two popup windows will appear. The first is asking if you would like to “Open”, “Save” or “Save as”. For help in selecting the option that will best meet your needs, refer to Table 5 in section 2.2. The second popup may appear behind the browser window. If you do not see

the second popup window, minimize the other windows and select “Yes.” The second popup window is informing you that the version of Excel being used to generate the report and the version on your local computer may differ.

The Existing Program Review report will be grouped by

- Annual Snapshot
- Cohort Data

To view a list of measures, data columns and definitions associated with Annual Snapshot and Cohort Data, see tables 1 through 4 in this section.

1.2 Report Elements – Academic Associate Report

DATA COLUMNS (MEASURES)	DEFINITION	DISPLAY COLUMNS
Annual Snapshot Data		
Fall Enrollment	The Fall number of academic students enrolled. Flex entry and dual credit are not included. Source: CBM001	Full-Time Part-Time Enrollment Total
Number of Awards	Number of academic associate degrees awarded. Number of general education core curriculum completers. Number of field of study curriculum completers. Source: CBM009	Number of Degree Completers Number of Core Curriculum Completers Number of Field Study Completers
Cohort Data		
Transfer Student Data	Academic students entering college for the first time at a two-year institution, who are not concurrently enrolled at a four-year institution, are tracked until they transfer to a four-year institution for the first time, or until they complete an award at the two-year institution. The hours shown are attempted hours, not necessarily completed hours, taken at the same institution where the student first enrolled. Only college-level hours are included in the counts; developmental education hours are not included. Students with invalid SSNs are not included. Source: CBM001.	Number in Cohort Non Transferring Degree Completers Transferring Core Completers SCH Attempted 0 - 12 SCH Attempted 13 - 24 SCH Attempted 25 - 29 SCH Attempted 30 - 42 43+
Transfer Student Graduation Rate	Four-year graduation rate from fall transfer cohort. Definition: Number and percentage of undergraduates that are transfer students from Texas two-year colleges with a minimum of 30 SCH at the same community college in the six years prior to transferring and graduated from the same Texas public university within four years. Flex entry students not included. Source: CBM001 and CBM009.	Number of Students Percentage of Students
Placement Rate	Percent of academic associate graduates of the program employed by industry or placed in military service in the fourth quarter of the calendar year in which the program (fiscal) year ends and/or enrolled in a Texas senior institution in the following fall after the school year in which the program year ends. The “Enrolled at 2-year Institution” is added to include enrolled students who are program graduates but do not enroll in a senior institution or become employed. Incarcerated students are not included. Source: CBM001 and CBM009, Unemployment Insurance (UI) wage records and Federal Employment Database Exchange Service (FEDES) includes records for United States Postal Services (USPS), Office of Personnel Management (OPM), Department of Defense (DOD) and CB 116 Follow-Up.	Employed Enrolled in Senior Institutions Only Employed and Enrolled In Senior Institution Employed and Enrolled in 2-Year Institution

Table 1

1.3 Report Elements – Applied Associates and Certificates Report

DATA COLUMNS (MEASURES)	DEFINITION	REPORT DISPLAY COLUMNS
Annual Snapshot Data		
Fall Enrollment	The number of declared technical and/or tech-prep associate degree and certificate credential-seeking student students enrolled in the Fall semester in the program. The number of students in the program with the intent of personal enrichment and/or to improve skills for current job who enrolled in the Fall semester in the program. (Included for informational purposes only. Other measures will not include these students.) Flex entry and dual credit students are not included. Source: CBM001	Full-Time Part-Time Total Personal Enrichment or Current Job Skill Improvement
Number of Awards	Number of technical and tech-prep associate degrees awarded in the program. Number of certificates awarded in the program. Source: CBM009	Technical and Tech-Prep Associate Degrees Certificates
Persistence Rate	First-time credential-seeking students enrolled in the fall semester of the fiscal year, both part-time and full-time, who are enrolled in the following fall semester. Flex entry students are not included. Source: CBM001 and CBM009.	Full-Time Part-Time Total
Licensure Pass Rate	Average annual pass rate of graduates on licensure exam to practice in the field. Source: CB licensure report.	Number in Cohort Pass Rate
Cohort Data		
Graduation Rate After 3 Years	First-time technical and tech-prep credential-seeking students enrolled in the fall semester of the fiscal year, both part-time and full-time, who graduated from the same institution or another Texas public or independent institution after three academic years. The report will show whether students graduated in the same program or graduated in a different program as declared. Flex entry students are not included. Source: CBM001 and CBM009.	Total in Cohort Full-Time in Cohort Part-Time in Cohort Same Program Other Program Same Institution Other Institution

DATA COLUMNS (MEASURES)	DEFINITION	REPORT DISPLAY COLUMNS
Transfer Rate	First-time technical and tech-prep credential-seeking students enrolled in the fall semester of the fiscal year who started six years ago are followed. Those who attempted 30 college-level credit hours at the same institution/district before transferring to a university are attributed to an institution/district. Those who attempted 30 or more college-level credit hours at more than one community college/district before transferring to a university will appear in the statewide transfer rate. First-time undergraduates are tracked forward for 6 years by semester. The hours accumulate incrementally by semester. Once they reach the 30 college-level credit hours criteria, they are tracked from the following semester to the end of the six years to see if they enrolled in a senior institution. Flex entry and invalid SSNs are not included. Source: CBM001.	Number in Cohort Transfer Rate
Placement Rate	Percent of graduates of the program employed by industry or placed in military service in the fourth quarter of the calendar year in which the program (fiscal) year ends and/or enrolled in a Texas senior institution in the following fall after the school year in which the program year ends. The “Enrolled at 2-year Institution” is added to include enrolled students who are program graduates but do not enroll in a senior institution or become employed. Source: CBM001 and CBM009, Unemployment Insurance (UI) wage records and Federal Employment Database Exchange Service (FEDES) includes records for United States Postal Services (USPS), Office of Personnel Management (OPM), Department of Defense (DOD), and CB 116 Follow-Up.	Employed Only – AAS Completers Employed Only – Certificate Completers Enrolled in Senior Institutions Only – AAS Completers Enrolled in Senior Institutions Only – Certificate Completers Employed and Enrolled In Senior Institution – AAS completers Employed and Enrolled In Senior Institution – Certificate completers Employed and Enrolled in 2-Year Institution AAS Completers Employed and Enrolled in 2-Year Institution Certificate Completers

DATA COLUMNS (MEASURES)	DEFINITION	REPORT DISPLAY COLUMNS
Time To Degree	<p>Every student who earned a technical or tech-prep associate degree and certificate award (identified by 4-digit CIP code) are traced back for 10 years to find when he/she was reported as a first-time student. Only those with a first-time indicator are included in the analysis. For each of these students, the number of college-level semester credit hours attempted (developmental education credits are excluded) are recorded for fall, spring, and summer semesters, as well as the number of fall and spring semesters attended. The average number of undergraduate credit hours attempted and the average number of fall and spring semesters attended are calculated for each institution's graduates. Source: CBM-001 and CBM-009</p>	<p>Average No. of Semesters – AAS Completers Average No. of Semesters – Certificate Completers Average No. of SCH- AAS Completers Average No. of SCH-Certificate Completers Full-Time Average No. of Semesters – AAS Completers Full-Time Average No. of Semesters – Certificate Completers Full-Time Average No. of SCH – AAS Completers Full-Time Average No. of SCH – Certificate Completers Part-Time Average No. of Semesters – AAS Completers Part-Time Average No. of Semesters – Certificate Completers Part-Time Average No. of SCH – AAS Completers Part-Time Average No. of SCH – Certificate Completers</p>

Table 2

1.4 Report Elements – Baccalaureate Report

DATA COLUMNS (MEASURES)	DEFINITION	REPORT DISPLAY COLUMNS
Annual Snapshot Data		
Fall Enrollment	The Fall number of declared majors (by 4-digit CIP code) in the program by level of student, classified as junior or senior. Flex entry and dual credit students not included. Source: CM001	Junior Senior Enrollment Total
Persistence Rate	Percent of junior-level, degree-seeking students of declared majors by 4-digit CIP code enrolled in at least 12 SCH in their junior year still enrolled in the same program at the same institution, another program at the same institution, the same program at another institution, another program at another institution one academic year later. Flex entry students not included. Source: CBM001.	Jr. Same Program Same Institution Jr. Other Program Same Institution Jr. Same Program Other Institution Jr. Other Program Other Institution
Class Size	<p>Lower Division: Average lower-division class size by 4-digit CIP code that is determined by calculating the number of students in lower-division courses divided by the total number of lower-division courses. These are organized classes (class type 1, 2, and 4) at the freshman and sophomore level. Non-composite classes are grouped by course type, course number, prefix and section number. Composite classes are grouped together by composite code.</p> <p>Upper Division: Average upper-division class size by 4-digit CIP code that is determined by calculating the number of students in upper-division courses divided by the total number of upper-division courses. These are organized classes (class type 1, 2, and 4) at the junior and senior levels should be used. Non-composite classes are grouped by course type, course number, prefix and section number. Composite classes are grouped together by composite code. Source: CMB004</p>	Lower Division Upper Division
Number of Degrees	Number of baccalaureate degrees awarded by 4-digit CIP code. Source: CBM009	Number of Degrees
Cohort Data		
Completion Rate of Juniors After 4 Years	Junior-level, degree-seeking students who enrolled in a minimum of 12 SCH in their junior year who graduated from the same institution or another Texas public or independent institution after four academic years, reported by whether the student graduated in the same program or graduated in a different program. Flex entry students not included This metric includes Social Security Number (SSN) changes submitted on the CBM00N. Source: CBM001 and CBM009.	Number in Cohort Same Program Other Program

DATA COLUMNS (MEASURES)	DEFINITION	REPORT DISPLAY COLUMNS
Time to Degree	Every student who earned a baccalaureate degree in specific majors (identified by a 4-digit CIP code) at a public general academic institution was traced back for ten years to find when he/she was reported as a first-time student. Only those with a first-time indicator were included in the analysis. For each of these students, the number of college-level semester credit hours attempted (excluding developmental education credits) were recorded for fall, spring, and summer semesters, as well as the number of fall and spring semesters attended. The number of graduates, the average number of undergraduate credit hours attempted, and the average number of fall and spring semesters attended were calculated for each institution. Source: CBM001 and CBM009	Average No. of Semesters Average No. of SCH
Baccalaureate Graduate Success	Percent of baccalaureate graduates in a particular program (4-digit CIP code) who are employed in the fourth quarter of the calendar year in which the program (fiscal) year ends or enrolled in a Texas graduate program or professional school in the fall semester of the next fiscal year. Students who are self-employed or leave the state to work or continue their education are not found. Source: CBM001, CBM009, UI (Unemployment Insurance) wage records, FEDES (Federal Employment Database Exchange Service) which includes records from USPS (United States Postal Services) and OPM (Office of Personnel Management).	Employed Enrolled in Graduate or Prof. Prog.

Table 3

1.5 Report Elements – Bachelor Applied Technology Report

DATA COLUMNS (MEASURES)	DEFINITION	REPORT DISPLAY COLUMNS
Annual Snapshot Data		
Fall Enrollment	The Fall number of declared majors (by 4-digit CIP code) in the program by level of student, classified as junior or senior. Flex entry and dual credit students not included. Source: CM001	Junior Senior Enrollment Total
Persistence Rate	Percent of junior-level, degree-seeking students of declared majors by 4-digit CIP code enrolled in at least 12 SCH in their junior year still enrolled in the same program at the same institution, another program at the same institution, the same program at another institution, another program at another institution one academic year later. Flex entry students not included. Source: CBM001.	Jr. Same Program Same Institution Jr. Other Program Same Institution Jr. Same Program Other Institution Jr. Other Program Other Institution
Class Size	Average upper-division class size by 4-digit CIP code that is determined by calculating the number of students in upper-division courses divided by the total number of upper-division courses. These are organized classes (class type 1, 2, and 4) at the junior and senior levels should be used. Non-composite classes are grouped by course type, course number, prefix and section number. Composite classes are grouped together by composite code. Source: CMB004	Average Class Size
Number of Degrees	Number of baccalaureate degrees awarded by 4-digit CIP code. Source: CBM009	Number of Degrees Awarded
Cohort Data		
Completion Rate of Juniors After 4 Years	Junior-level, degree-seeking students who enrolled in a minimum of 12 SCH in their junior year who graduated from the same institution or another Texas public or independent institution after four academic years, reported by whether the student graduated in the same program or graduated in a different program. Flex entry students not included This metric includes Social Security Number (SSN) changes submitted on the CBM00N. Source: CBM001 and CBM009.	Number in Cohort Same Program Other Program

DATA COLUMNS (MEASURES)	DEFINITION	REPORT DISPLAY COLUMNS
Time to Degree	Every student who earned a baccalaureate degree in specific majors (identified by a 4-digit CIP code) at a public general academic institution was traced back for ten years to find when he/she was reported as a first-time student. Only those with a first-time indicator were included in the analysis. For each of these students, the number of college-level semester credit hours attempted (excluding developmental education credits) were recorded for fall, spring, and summer semesters, as well as the number of fall and spring semesters attended. The number of graduates, the average number of undergraduate credit hours attempted, and the average number of fall and spring semesters attended were calculated for each institution. Source: CBM001 and CBM009	Average No. of Semesters Average No. of SCH
Baccalaureate Graduate Success	Percent of baccalaureate graduates in a particular program (4-digit CIP code) who are employed in the fourth quarter of the calendar year in which the program (fiscal) year ends or enrolled in a Texas graduate program or professional school in the fall semester of the next fiscal year. Students who are self-employed or leave the state to work or continue their education are not found. Source: CBM001, CBM009, UI (Unemployment Insurance) wage records, FEDES (Federal Employment Database Exchange Service) which includes records from USPS (United States Postal Services) and OPM (Office of Personnel Management).	Enrolled in Graduate or Prof. Prog. Employed and Enrolled in Graduate or Prof. Prog.

Table 4

2 Report Formats

The Existing Program Review report can be generated in three different formats.

- HTML
- Microsoft Excel
- Active Technology (Active Reports)

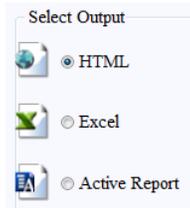
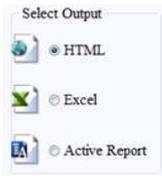


Figure 2-1

2.1 HTML Formatted Report

The HTML option generates a standard HTML report that is viewable via your internet browser. To manipulate data in the report, generating an Excel or Active will provide you with more flexibility. Both Excel and Active Report allow data manipulation such as filtering and sorting data columns.



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Add A Heading Text Here

		Annual Snapshot Data							Transfer Rate					Cohort Data			
Fiscal Year	Institution	Peer Group	CIP Code	Program	Full-Time	Part-Time	Enrollment Total	Number of Degree Completers	Number of Core Curriculum Completers	Number of Field Study Completers	Earning a Degree and Transfer	Core Completer and Transfer	SCH Attempted 0-12	SCH Attempted 13-24	SCH Attempted 25-29	SCH Attempted 30-42	SCH Attempted 43+
2009	**Statewide Totals		99	All Programs	146,859	253,542	400,401	25,768	24,410	2,055	06%	07%	5,045	3,286	1,350	2,856	14,172
	*Lamar and TSTC Peer Group		99	All Programs	654	627	1,281	162	81	0	6.90%	60%	115	37	33	33	100
	*Large Peer Group		99	All Programs	24,813	28,774	53,687	4,102	2,877	320	06%	04%	973	853	522	757	2,348
	*Medium Peer Group		99	All Programs	33,910	33,199	67,109	5,363	5,226	287	07%	06%	1,504	993	328	650	2,905
	*Small Peer Group		99	All Programs	4,706	4,362	9,068	891	295	18	08%	02%	555	302	83	130	434
	*Very Large Peer Group		99	All Programs	81,644	185,118	266,762	15,280	16,131	1,430	04%	07%	2,517	1,545	618	1,343	7,289
	Alamo Community College - Northeast	Very Large	99	All Programs	222	351	573	1	0	0	-	-	-	-	-	-	-
	Alamo Community College - Northwest Vista College	Very Large	99	All Programs	3,863	6,807	10,730	670	655	0	03%	12%	32	42	16	37	288
	Alamo Community College - Palo Alto College	Very Large	99	All Programs	2,495	3,393	5,888	578	222	0	04%	05%	7	9	6	12	173
	Alamo Community College - San Antonio College	Very Large	99	All Programs	5,082	7,956	13,038	614	73	87	02%	01%	105	60	20	45	264
	Alamo Community College - St	Very Large	99	All Programs	1,817	2,809	4,420	281	59	9	05%	02%	15	14	6	13	116

Scroll Bars

Figure 2-2

2.2 Excel Formatted Report

Generating the EPR report in an Excel format provides you with all of the functionality and capability of Excel such as sorting, filtering, and performing data aggregation. To view the Existing Program Review report in Excel, you must have MS Excel installed on your local computer.

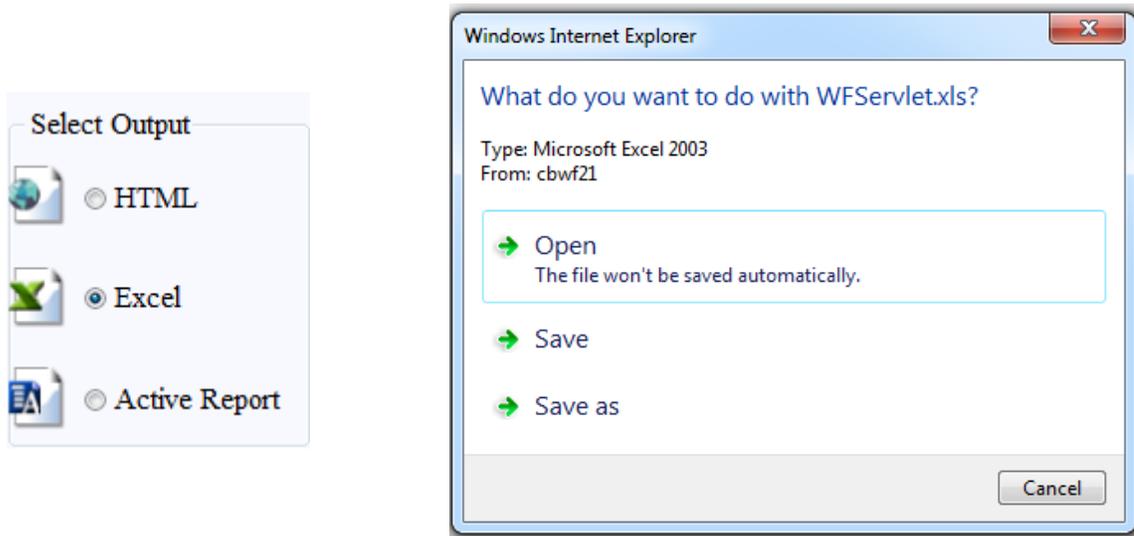


Figure 2-3

Running the report as in Excel format will offer the end user three choices.

Open	Displays the report in an Excel read-only window. The user will have to opportunity to perform a “File → Save as” within Excel to save a copy on his local computer.
Save	Saves the report on the users local computer in the designated download folder as WFServlet.xls .
Save as	Displays a popup window allowing the end user to provide a name and a location on his local computer to download the Excel file.

Table 5

Fiscal Year	Institution	Peer Group	CIP Code	Program	Junior	Senior	Enrollment Total	Jr. Same Program	Jr. Other Program	Sr. Pr
2011	**Statewide Totals		0100	Agriculture, General	212	295	507	87.70%		12.30%
			0101	Agricultural Business and Management	773	1,012	1,785	93.20%		6.80%
			0102	Agricultural Mechanization	22	27	49	100.00%		.00%
			0103	Agricultural Production Operations	180	241	421	95.80%		4.20%
			0104	Agricultural and Food Products Processing	19	40	59	93.30%		6.70%
			0105	Agricultural and Domestic Animal Services	13	21	34	87.50%		12.50%

Figure 2-4

2.3 Active Report Format

Active Reports also offers extensive manipulations of data via a pull-down menu from each report column.

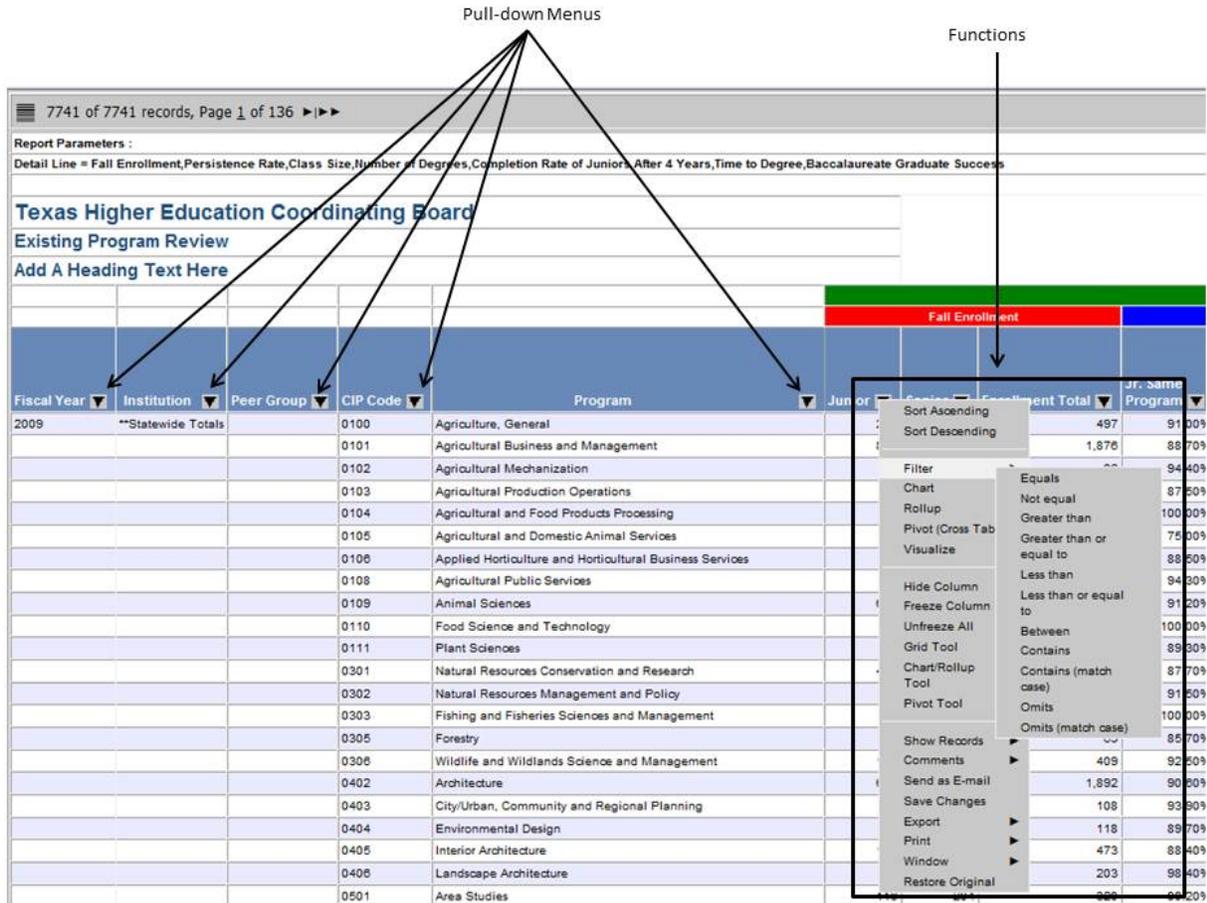


Figure 2-5

Functions include:

Function	Description
Sort	Arrange any field in ascending or descending order.
Filter	Select any column(s) for complex record selection tests; tests can be on multiple fields with various operators, including equalities, inequalities, and substrings; rows in the answer set of the search can be highlighted or displayed alone.
Calculate	Apply math functions to the column, such as the sum, the minimum or maximum value of a field, the count of instances, and each value as a percentage of the column total.
Rollup	Aggregate the values in a column in groups by another designated column, displaying the results in a pop-up window.
Pivot	Aggregate values in one column and display the results in a cross tab grouped by two or more columns.

Function	Description
Visualize	Compare column values visually with the bar chart integrated in the report.
Freeze	Designate a section of a wide report as stationary and the adjoining section as moveable for easy viewing.
Paginate	Designate the number of records per logical page.
Export	Extract record rows into an external file that can be imported into other environments.

Table 6