

# **IPEDS Website Resources**

## **Tutorial Script**

### **2021-22 Data Collection Cycle**

This video provides an overview of the IPEDS website, including how to find specific information and how to access the IPEDS data collection system. IPEDS is constantly updating and transforming itself to meet user needs, so please don't be surprised if it looks a little different the next time you access the webpage. From the IPEDS homepage, visitors have a number of options. In most cases, users visit the IPEDS website for one of three reasons: for more information on IPEDS, to access the Use the Data Page or to access a data collection tool.

First, you may be interested in learning more about IPEDS, finding resources, or getting help. The top of the page includes a header with a search feature and icons. The icons correspond with four major "HELP" categories available on the IPEDS website.

The first icon after the search box is shaped like a house, and is the home page. Selecting the home icon from other pages will take you back to this main page.

The second icon, that appears as an italicized I, contains information about IPEDS. The About IPEDS page provides an overview of IPEDS' purpose and function, including how data are used, which institutions report data, and what data are collected.

The third, the person icon, is the staff section, and it highlights contact information for all the survey directors and their roles within IPEDS.

The fourth icon, the question mark, should be your first point of contact when you have a question, as it contains the contact information for the IPEDS Help Desk.

The final icon in the navigation header, is your quick link to the four main sections of the IPEDS website. Now that we know where all our help information is located, we'll show you how IPEDS has divided its content into four main categories.

The first main section of the IPEDS website is Find Your College. Find Your College contains tools and helpful information designed to help prospective students, parents, teachers, and guidance counselors narrow possible college options by a variety of criteria.

The second main section of the IPEDS website is the Use the Data page. This page contains many tools that will allow you to access and compare institutions' IPEDS data, view Publications and Products, and view Resources. The Data Explorer link allows you to search for tables, charts, publications, and other products related to postsecondary education by various keywords and filters. The search box allows us to find items of interest, and we can limit our results by survey, collection year, data year, and source. For example, we can type in "graduation rates", and it will narrow down the tables and charts that pertain to graduation rates. The IPEDS Survey Components link will take you to each of the

components completed through IPEDS. This page contains links to each survey component. For instance, when we click on 12-month Enrollment, we're taken to the landing page for the 12-month Enrollment survey. This page contains information collected within this component, examples of the data collected, and the contacts for more information. On the left, we can see the additional resources, including videos, graphics, survey forms, other resources, an FAQ and a glossary.

Between Data Feedback Report, Look Up an Institution, and Compare Institutions, you have access to over 250 IPEDS variables for over 6,000 institutions. Users are also allowed to create and view reports and download data files for their own analyses. The Trend Generator, accessible through the Data Trends link, is designed to provide users with a quick and easy means of viewing frequently accessed IPEDS data over time. Data are organized into subject areas, which are expandable on the IPEDS Website Resources homepage. The Resources section contains many useful guides and manuals to assist you in using IPEDS data. If you have a question about a specific IPEDS term or definition, you can search the glossary. For example, by entering "sector" into the text box, we get its definition. You can also scroll through the glossary by the first letter of the word.

The third main section of the IPEDS website, Report Your Data offers users the login portal to enter IPEDS data for the current year or revise the previous year. The Survey Schedule and Materials portion of the page is a very important resource to both keyholders and the general public. Selecting View Now under the Collection Schedule allows users to see the schedule of the data collection cycle, and selecting Current under Survey Materials allows users to access and download current forms, instructions, materials, and planned changes by survey.

In the fourth main section of the IPEDS website, Join In, IPEDS welcomes you to the community of keyholders and offers many different resources to stay connected and up to date regarding changes and training opportunities. Join in is the place to go for current announcements and information. You can easily access previous "This Week in IPEDS" messages, Trainings & Outreach, Technical Review Panel (TRP) Reports, the IPEDS Twitter account, the IPEDS Listserv, Archived Research & Dissertation Grants, information on the NCES Data Institute, as well as the National Postsecondary Educational Cooperative, or NPEC. NPEC produces several papers that are not found on the IES publications and products section. NPEC papers often are used as background papers for future TRPs.

You will notice that some links are not hosted on the NCES website, and you will need to click to continue on to the selected content. The Trainings & Outreach section includes links to AIR's online and face-to-face IPEDS training resources, as well as additional information on related IPEDS workshops and programs. Lastly, in the top ribbon on any IPEDS page is the Publications & Products section. This section contains Data Products, First Looks, Reports, Working Papers, and Technical and Methodological Reports for all NCES products that can be downloaded and viewed. For example, you can download the Digest of Education Statistics in its entirety or by chapter. Chapter 3 contains data and information about postsecondary higher education.

I encourage you to spend some time reviewing the IPEDS website as it will be a great place to find helpful resources.