We have a new ‘Course Utilization’ report that combines five reports located in the Curriculum Management  > Course folder. Yes, we have moved the cheese.  The selection of the courses displayed are the same, active courses that are indicated as the Primary Course.  You may have to select all from the Components parameter if the course you are looking for is not the graded component.  On the Class tooltip you will find the following: Instructor’s Name, Instruction Mode, Room Capacity, Location, Combined Sections, Course Type, Component, Class Attribute and Class Attribute Value. The Cmbd tooltip displays each combined class and the enrollment. Two additional columns pertaining to the term have been added, Authorizations Generated and Day 1 Waitlist, when available.

The 5 replaced reports are:

1. Class Section Utilization
2. Course Utilization Rate by Org
3. Courses by Utilization Rate
4. Sections at 90 Percent Capacity
5. Course Utilization by Class Attribute

How to find your cheese….to obtain the same data you found in the old report here are ‘how to’ steps to apply to the new Course Utilization report. If you were using:

**Class Section Utilization**

* The parameter *Session* has been removed. Now all sessions are returned and displayed in the query.
* The parameter *Class Career* has been replaced by the parameter *Course Level(s)*
* The parameter *Subject Rptg College* is now named *College* (data is the same)
* The parameter Reporting Org is now named Organization (data is the same)
* The parameter *Class Status* has been removed. The old report displayed all Class Statuses while the Course Utilization report is limited to only active courses (Active and Stop Further Enrollment), excludes classes that are set to Tentative Section or Cancelled Section.
* The parameter *Percentage Full* has been removed. Use the parameter *Sort By* and select either ‘Utility Rate (High to Low)’ or ‘Utility Rate (Low to High)'
* The old report displayed both primary and secondary courses, indicated when the class was combined and provided enrollment by each class. The Course Utilization report lists the class that is set to primary and provides the combined enrollment counts when class is combined. By viewing the tooltip ‘Cmbd’ of the class you will be able to see the breakout of the enrollments by the classes.

**Course Utilization Rate by Org**

* The old report was defaulted to display all undergraduate, graduate and continuing education courses. The Course Utilization report is defaulted to display undergraduate courses. You will need to select ‘All’ from the parameter *Course Level(s)* to display the same records.

**Courses by Utilization Rate**

* The old report was defaulted to display all undergraduate, graduate and continuing education courses. The Course Utilization report is defaulted to display undergraduate courses. You will need to select ‘All’ from the parameter *Course Level(s)* to display the same records.
* Select ‘Utility Rate (High to Low)’ from the parameter *Sort By*

**Sections at 90 Percent Capacity**

* The parameter *Session* has been removed. Now all sessions are returned and displayed in the query.
* The parameter *Class Status* has been removed. The old report displayed all Class Statuses while the Course Utilization report is limited to only active courses (Active and Stop Further Enrollment), and excludes classes that are set to Tentative Section or Cancelled Section.
* Instruction Mode is now found by viewing the tooltip of the class.
* The parameter *Course Career* has been replaced by the parameter *Course Level(s).* The report was defaulted to display undergraduate, graduate and continuing education courses, while the Course Utilization report is defaulted to display undergraduate courses. You will need to select ‘All’ from the parameter *Course Level(s)* to get the same records.

**Course Utilization by Class Attribute**

* If you are using this old report to get headcount of in-state and out of state students and their credits attempted:
	+ Please use the Course Enrollment report to obtain these data. If you have had subscriptions to this old report in the past you will need to set up the subscription to the Course Enrollment report.
* If you are using this old report to identify course by course attribute and course attribute values then:
	+ The old report was defaulted to display Class Attributes of ‘CPS’, while the Course Utilization report default is to display All Class Attributes. You will need to select from the parameter *Class Attribute* and the parameter *Class Attr Value*.
	+ The parameter *Academic Group* has been replaced by the parameter *College*. (Academic Group is defined in PeopleSoft, while College is defined by IRADS group)
	+ The parameter *Course Career* has been replaced by the parameter *Couse Level(s).* The report was defaulted to display undergraduate, graduate and continuing education courses, while the Course Utilization report is defaulted to display undergraduate courses. You will need to select ‘All’ from the parameter *Course Level(s)* to get the same records.
	+ The parameter *Derived Course Level* is now named *Course Level(s).*
	+ The parameter *Class Status* has been removed. The report displayed all Class Statuses while the Course Utilization report is limited to only active courses (Active and Stop Further Enrollment), and excludes classes that are set to Tentative Section or Cancelled Section.
	+ If you have had subscriptions to this old report in the past you will need to set up the subscription to the Course Enrollment report