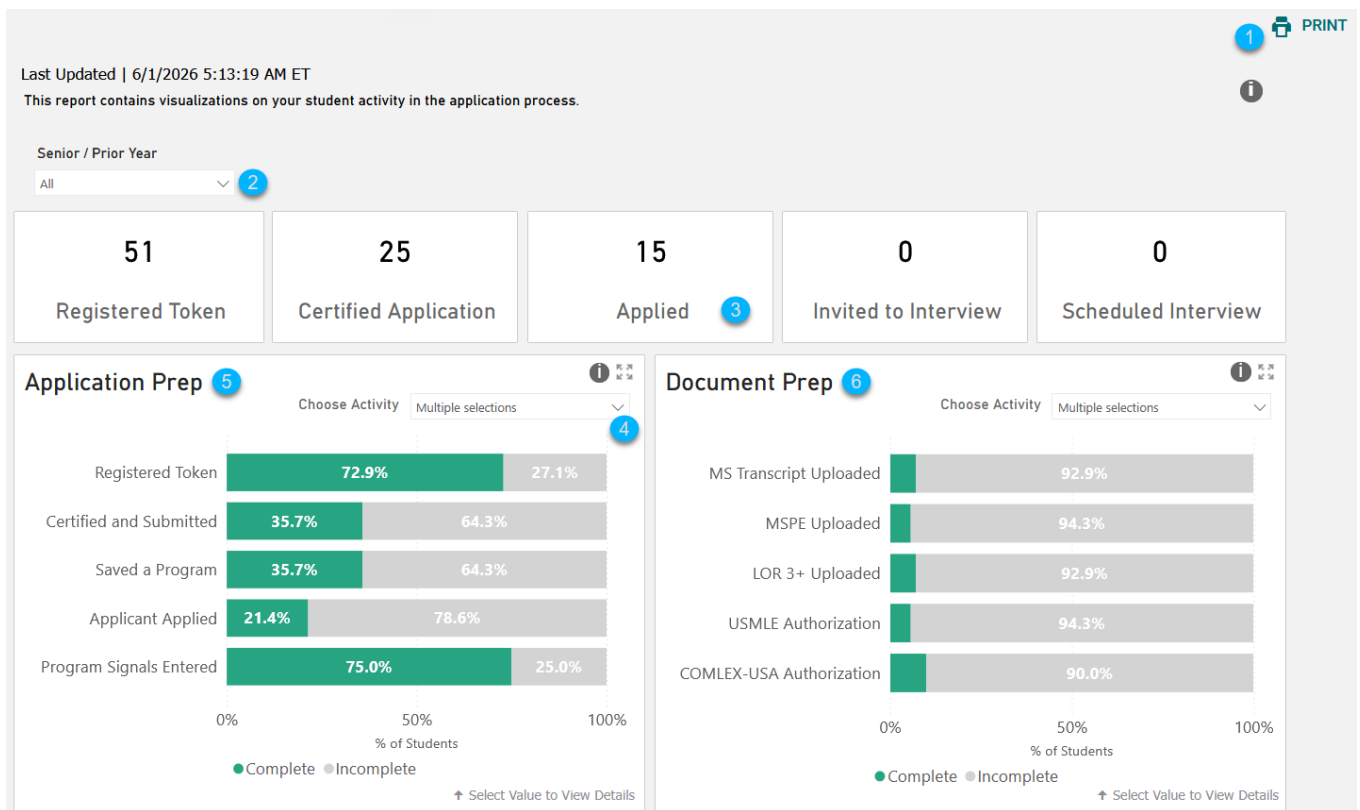


Track student progress in the current season, from registering tokens and document prep to signaling programs and scheduling interviews.



### 1. Download as PDF

Choose between This View to pull the entire report and Specific Sheets to pull specific items. Scaling, page size, and orientation can also be adjusted prior to download.

### 2. Global Dashboard Filters

There are a number of filters that can be adjusted using a drop-down menu to show only applicants to whom the filters apply. Multiple filters can be selected at the same time. Once selections are made, select the apply button to filter the views.

### 3. Key Application Metrics

Provides key progress metrics for students across registering tokens, certified applications, applied, invited to interview, and scheduled to interview statuses.

### 4. Card Objects

Two objects are available within each card for additional options. Hover over the info icon for the relevant help text associated with a card. Select the expander icon to make the card fill screen for additional viewing space.

### 5. Application Prep | About This View

This bar chart shows the number of students under each activity for Application Prep, and the percentage of total students under each activity out of the total number of the activity at the school. Students can be included in more than one status at a time. Additional activities are available under the Choose Activity drop-down. For most activities in this card, only the applicants that have selected to give the Designated Dean's Office permission to view the application after it has been certified and submitted will be shown.

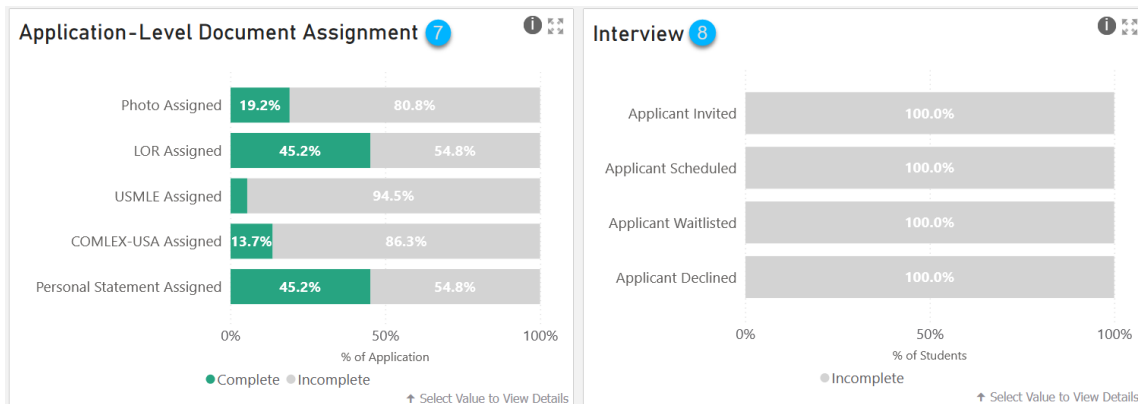
*Please note, after selecting a value users will be able to view details by selecting the "click here to view details" hyperlink on the bottom right of the chart.*

### 6. Document Prep | About This View

This bar chart shows the number of students under each activity for their Document Prep, and the percentage of total students under each activity out of the total number of the activity at the school. Students can be included in more than one status at a time. Additional activities are available under the Choose Activity drop-down.

*Please note, after selecting a value users will be able to view details by selecting the "click here to view details" hyperlink on the bottom right of the chart.*

Tracking the overall progress of seasonal activity of students from registering tokens to applying to their first program to getting invited to their first interview.



### 7. Application-Level Document Assignment | About This View

This bar chart shows the number of applications under each Application-Level Document Assignment activity required for the application, and the percentage of total applications under each activity out of the total number of the activity at the school. Applications can be included in more than one status at a time.

*Please note, after selecting a value users will be able to view details by selecting the “click here to view details” hyperlink on the bottom right of the chart.*

### 8. Interview | About This View

This bar chart shows the number of students under each Interview status, and the percentage of total students under each status out of the total number of the students in that status at the school. Students can be included in more than one status at a time. Note that this card only includes the applicants that have selected to Share Interview Information with Dean’s office in MyERAS<sup>®</sup> portal.

*Please note, after selecting a value users will be able to view details by selecting the “click here to view details” hyperlink on the bottom right of the chart.*

## Applicant Details <sup>9</sup>

Filtered by: Application Prep | Registered Token

To export data, hover over the table to reveal the “...” menu in the top-right corner, then select Export data.

Application Id	First Name	Last Name	Season	AAMC ID	Item Name	Contact Email	Profile Link	Status
2027497399	Gerald	Garcia	2027	21571985	Registered Token		<a href="#">Gerald Garcia's Profile</a>	Complete
2027498434	Roy	Moniz	2027	21573438	Registered Token		<a href="#">Roy Moniz's Profile</a>	Complete
2027503579	Dequinzio	Agcaoili	2027	21481585	Registered Token		<a href="#">Dequinzio Agcaoili's Profile</a>	Complete
2027503639	Cher	Cher	2027	21583221	Registered Token		<a href="#">Cher Cher's Profile</a>	Complete
2027503747	Rov	Moniz	2027	21043814	Registered Token		<a href="#">Rov Moniz's Profile</a>	Complete

### 9. Applicant / Application Details | About This View

The applicant details card will appear when a selection has been made on the Application Prep, Document Prep or Interview views.

The application details card will appear when a selection has been made on the Application-Level Document Assignment view. Within the view, select a row to reveal a link which will take the user back to Dean’s Workstation to view the applicant’s profile.

### 10. Export Data

To export data, follow the following steps:

- When you are viewing the results, hover over the results.
- Click the horizontal ellipses (three dots) and click “Export”.
- Export your data in the format that suits your needs. If you have a lot of data, the number of rows you export might be limited depending on the file type you select. Select the X icon to return to the previous views in the dashboard.

*Please note, when viewing the dashboard in the current season, the visuals may appear blank until more data points become available throughout the season.*