Step-by-Step Guide to Getting College and University Data from IPEDS

AAUP Summer Institute, 2016
Don’t be confused

- You want IPEDs Data center - Not IPEDS
- https://nces.ed.gov/ipeds/datacenter/
Look up institution (or compare institutions)

- After clicking on one of these choices, scroll to the bottom and click the blue continue box
- Use look up an institution when you want to see the raw input
- Use compare institutions to:
  - Get one or multiple variables for one or more years from one institution
  - Get one or multiple variables for one or more years from numerous institutions
If you’ve picked an institution

- You can type your institution name in the box
- If you want more than one institution, after typing your institution, click on By Name or unitid
- If you want a group (you can search by states or sector or Carnegie classification), type in By Groups
Takes you here...
The choice on the right is Data Feedback Reports. Those are pdf files which compare your institution to a pre-determined set of institutions on various metrics.
Choose year and then variable

- The default is 2014; remember that 2015 will not be available until December of 2016
- To change the year, just click on it, and the year you click on will turn orange; but note that this orange year works in look up an institution; you will choose compare institutions to put data into excel
Once you are done with selecting institutions (and you can just select one if you like), you will press the blue continue box to go to step 2 - select variables
You will now go to a screen that has the following choices:

- Frequently used/Derived variables
- Institutional Characteristics
- Admissions and Test Scores
- Student Charges
- Fall Enrollment
- 12-Month Enrollment
- Completions
- Retention rates, Entering Class and Student to faculty ratio
- Graduation Rates
- Student Financial Aid and Net Price
- Finance
- Human Resources
- Academic Libraries

You should choose finance (though the other links have oodles of excellent data)
Keep digging under finance

If you are interested in public institutions, just click on the first link and the same two sub-links of Revenues and Expenses will appear.
Select the 9 variables and four years (here’s six variables and the years)
Three more variables

- Other expenses-Interest
- Other expenses-All other
- Hospital services, independent operations and other expenses (1997 only)
- Total expenses-Total amount
- Total expenses-Salaries and wages
- Total expenses-Benefits
- Total expenses-Operation and maintenance of plant
- Total expenses-Depreciation
- Total expenses-Interest
- Total expenses-All other

Student grants
Find Continue (up at the top)
Continue

Answer the questions below, then click 'Continue' to get your report.

Some queries you submit, especially those containing calculated variables, may take time to execute. Please be patient.

Which identification variables would you like to include?
- Institution name only
- Both Institution name and UnitID

Would you like long or short (maximum 8 characters) variable names?
- Short variable name
- Long variable name

In what format would you like to receive your data?
- View on screen
- Download in comma separated format

Would you like to include imputation and status flags?
- No
- Yes
If you are using a MAC, you will see a screen that asks you to save the csv file; you can then open it in excel as pressing ok above will also open the file in excel.
You get to this point in Excel

This is the ugly excel file; if you asked for 9 variables and 4 years, you will see an excel file with 2 rows and 38 columns; the first column is the ID of the institution; the 2nd column the name, and the last 36 columns the variables requested.
Keep praying to the Great God of Microsoft (blessed Master!)

- The file looks like the one below

<table>
<thead>
<tr>
<th>UnitID</th>
<th>Institution Name</th>
<th>Instruction-Salaries and wages</th>
<th>Instruction-Benefits</th>
<th>Instruction-Operation and maintenance of plant</th>
<th>Instruction-Depreciation</th>
<th>Instruction-Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>213507</td>
<td>Lebanon Valley College</td>
<td>11049268</td>
<td>3048449</td>
<td>2525083</td>
<td>1810739</td>
<td>303636</td>
</tr>
</tbody>
</table>

- We can first change the formatting of the labels in the first row so we can see what we got; the next slide will transpose the rows to columns:
Transpose

- Copy right data (2014 data on instructional wages, etc)
- Right click
- Paste options
- Transpose (make sure the cursor is in the first cell where you want the column to start). The first few will now look like this:

<table>
<thead>
<tr>
<th>Instruction-Salaries and wages (F1314_F2)</th>
<th>11049268</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction-Benefits (F1314_F2)</td>
<td>3048449</td>
</tr>
<tr>
<td>Instruction-Operation and maintenance of plant (F1314_F2)</td>
<td>2525083</td>
</tr>
<tr>
<td>Instruction-Depreciation (F1314_F2)</td>
<td>1810739</td>
</tr>
<tr>
<td>Instruction-Interest (F1314_F2)</td>
<td>303636</td>
</tr>
</tbody>
</table>