Analytix
by **AccessLex**®
Actionable data for legal education.

User Guide

(Updated March 2018)

Contents

1.0 Introduction

Analytix by AccessLex is an online, public user interface providing legal education data tools available at http://accesslex.org/analytix-by-accesslex.

Data generated from this application are provided by the American Bar Association (ABA) Section of Legal Education and Admissions to the Bar and are based on responses to the ABA Annual Questionnaire and Employment Questionnaire. By clicking the video under the introduction, a video tutorial will play automatically to explain the Analytix tool and how to use it.

1.1 System Overview

The Analytix web application includes the following tools:

1. Side-by-Side Comparison: This tool allows you to create a downloadable report comparing up to five law schools, side-by-side, across a customized set of figures for the most recent report year. By clicking the video under this comparison type, a tutorial will play automatically to guide users on how to use the Side-by-Side comparison tool.

2. Peer Group Comparison: This tool allows you to produce a downloadable report comparing a law school of your choice to a customizable group of institutions across a pre-defined or customized set of figures for the most recent report year. By clicking the video under this comparison type, a tutorial will play automatically to guide users on how to use the Peer Group comparison tool.

3. Trend Report: This tool allows you to generate downloadable graphs and charts to display trends for select figures of your choice. You can focus on data for one law school or compare to a customized group of institutions. By clicking the video under this comparison type, a tutorial will play automatically to guide users on how to use the Trend Report tool.
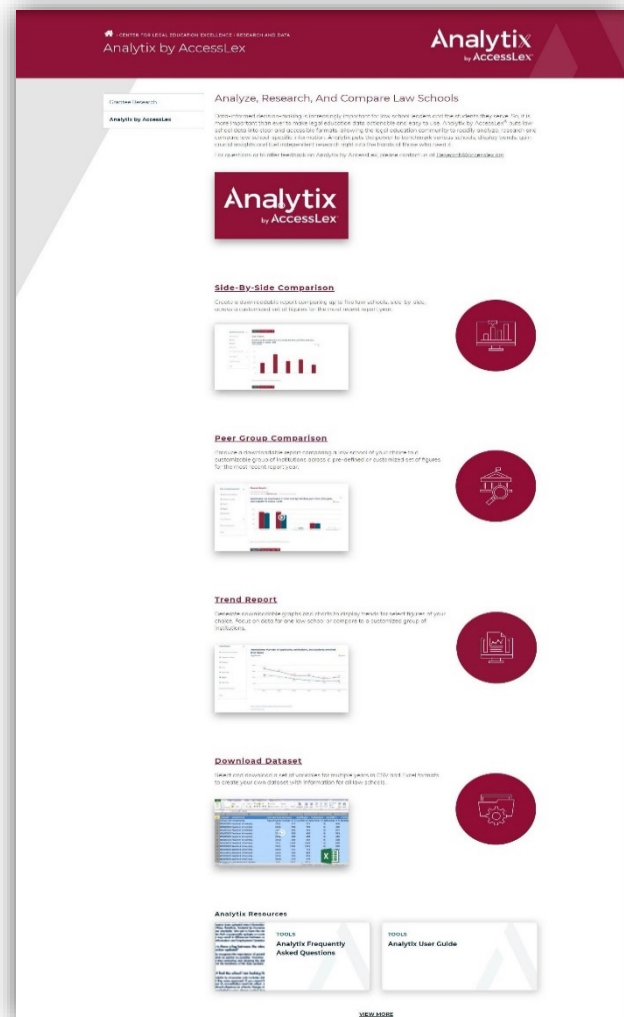
Fig. 1: Home Page

4. Download Dataset: This tool allows you to select and download a set of variables for multiple years in CSV and Excel formats to create your own dataset with information for all law schools. By clicking the video under this comparison type, a tutorial will play automatically to guide users on how to use the Download Dataset tool.

1.2 Purpose

Analytix provides law school data in an easily accessible format, allowing the legal education community to more readily analyze, research and compare law schools.

1.3 Software Compatibility

The Analytix by AccessLex web application is designed to work on iOS and Android platforms, as well as with Mozilla Firefox, Google Chrome, Microsoft Internet Explorer 11.0 and Edge for PC and Safari for Mac.

2.0 Hints and Tips

The following hints and tips may be helpful when navigating the system or analyzing the resulting data:

- The question mark symbol ❓ represents a video tutorial that guides the user throughout the navigation process to understand the tool and the meaning of each step.

- A link to the **Help** page is available at the bottom of the navigation menu. The **Help** page includes a link to the user guide, frequently asked questions, a data dictionary and archived reports.

- Occasionally, law schools submit corrections to their ABA data submissions between annual data releases. This may result in differences between the data tool reports and the ABA Standard 509 Information and Employment Questionnaire reports.

- Previous trend data is not available for schools that have recently changed structure due to a merger or split. Archived reports are available in the help menu for these schools.

- When creating a comparison group, you can use more than one variable to select schools that meet your comparison criteria. For example, you can select Alabama as the state and Private as the school type. The resulting list will include schools that are in Alabama AND Private. You can also add schools to an existing comparison group by clicking "Add more." The "Add more" option will retain your initial selections while also adding your new selections to the comparison group. For example, if you select

Alabama as the state, then click "Add more" and select Private as the school type, the comparison group will contain all schools that are in Alabama and all schools that are Private—both within and outside the state of Alabama.

3.0 Getting Started

While *Download Dataset* is a straightforward tool that allows you to select the years and information you wish to download from one page, the *Side-by-Side Comparison*, *Peer Group Comparison* and *Trend Report* tools require multiple steps. This is explained further in 3.1 Navigation.

Furthermore, the *Peer Group Comparison* and *Trend Report* tool require you to select a **law school of interest** to begin, then you must decide whether to view a standard report or a custom report. For both custom reports, you have the option to create a custom **comparison group**. The **law school of interest** and **comparison group** are selected using a search function. In the *Side-by-Side Comparison* tool, you must select schools for comparison using the same search. This search function is explained further in 3.2 Searching for Schools.

3.1 Navigation

In addition to the CONTINUE > and < BACK buttons available for navigating the *Side-by-Side Comparison*, *Peer Group Comparison* and *Trend Report* tools, on the left-side of the page is a navigator that automatically progresses through the steps as selections are made or the CONTINUE > button is clicked. You can also use this navigation menu to switch between tools.

The navigation menu also allows you to return to a previous step. For example, if you are viewing the report for *Peer Group Comparison* and wish to make changes to the selected law school of interest, you can click completed page to make those changes.
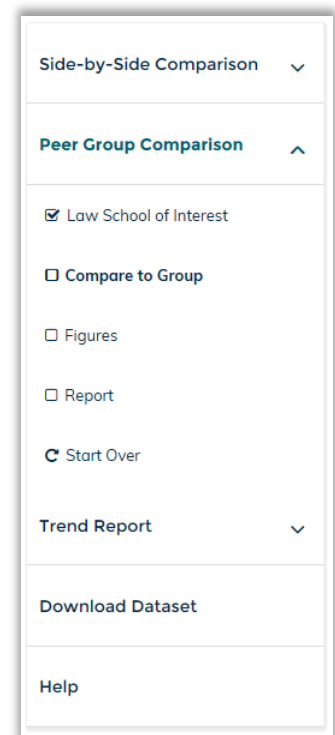
Fig. 2: Navigator

When switching between reports in the current browser session, the **law school of interest** and **comparison group** will be retained for the *Peer Group Comparison* and *Trend Report* tools.

You can also click the C Start Over button from the navigator to restart your session. *Please note that this action will delete your selections from all tools.*

3.2 Searching for Schools

In order to begin using the *Side-by-Side Comparison* tool, you must select up to five schools of interest. Similarly, the *Peer Group Comparison* and *Trend Report* tools require the selection of a focus school, or **law school of interest**. If you choose to compare your **law school of interest** to a group, a **comparison group** must be selected. In all of these cases, schools can be selected using one of the available search functions:
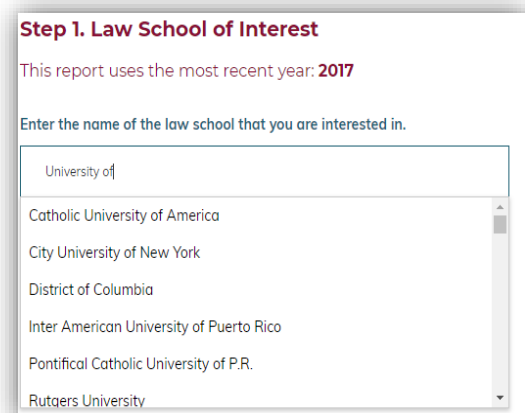
1. Search by school name
2. Search by variable
3. List all law schools

3.2.1 Search by School Name

The first option for selecting schools is the name search.

To search for a school, enter the name of the school or a common alias. As the name is entered, a list of matching schools will appear below the box.

When selecting a **law school of interest** for the *Peer Group Comparison* and *Trend Report* tools, clicking on a school name will add it as the law school of interest.

Step 1. Law School of Interest

This report uses the most recent year: **2017**

Enter the name of the law school that you are interested in.
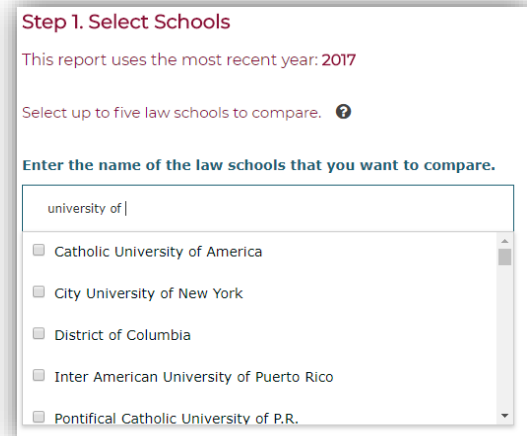
University of
Catholic University of America
City University of New York
District of Columbia
Inter American University of Puerto Rico
Pontifical Catholic University of P.R.
Rutgers University

Fig. 3: *Law School of Interest, Search by Name*

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When selecting schools for the *Side-by-Side Comparison* tool, checkboxes are available to add multiple schools to your **Selected Schools** list.

Similarly, when searching for schools to add to a **comparison group** for the *Peer Group Comparison* and *Trend Report* tools, checkboxes are available to add multiple schools to your group.

Additionally, by clicking the question mark symbol ❓ , a video tutorial will automatically play to provide guidance for users to understand the difference between the three types of comparison groups.
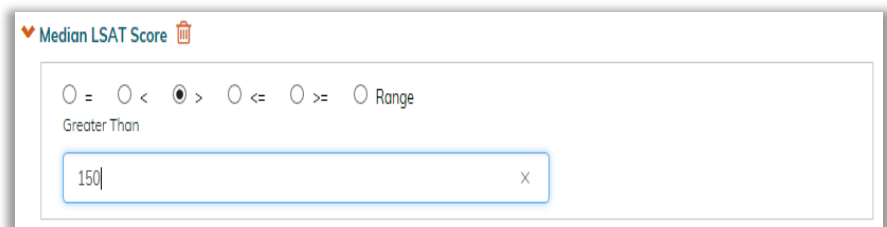
Fig. 4: *Side-by-Side Comparison, Search by Name*

3.2.2 Search by Variable

The second option for selecting schools is to search by variable. This option is the same for the *Side-by-Side Comparison*, *Peer Group Comparison* and *Trend Report* tools.

By clicking the question mark symbol ❓ , a video tutorial will automatically play to provide guidance on how to use variables to select institutions.

Fig. 5: *Search by Variable*

The variables available for this search are **Median LSAT Score**, **Percent Minority Enrollment, Total Admission Rate**, **Total JD Enrollment**, **School State** and **School Type**. For all variables, click the variable name to present the options for that search.

For the continuous variables (**Median LSAT Score, Percent Minority Enrollment, Total Admission Rate** and **Total JD Enrollment**) you must select the function (**=, <, >, <=, >=, Range**) and enter the value(s) for your search. Values must be entered in whole numbers.

Fig. 6: *Search by Variable, Continuous*

For the categorical variables (**School State** and **School Type**), click the variable name to view and select from the list of available values. **School State** includes a list of all 50 United States, the District of Columbia and Puerto Rico. **School Type** includes Public and Private.

Fig. 7: *Search by Variable, Categorical*

Once all selections have been made, the list of schools that meet the selected criteria are displayed in a list of **Search Results** below the [CONTINUE >] Button.

When more than one variable is used for the search, the search results are displayed for the schools that meet all criteria. In the example below, only two schools in the state of Alabama have a median LSAT score greater than 150.

Fig. 8: *Multiple Variable Search and Results*

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To remove a variable from your search, click the 🗑 button to the right of the variable name.

3.2.3 All Law Schools

The third option for selecting schools is to select from a list of all law schools. When selecting a **law school of interest** for the *Peer Group Comparison* and *Trend Report* tools, this option provides a list of all law schools as links. The selected law school will be added as the **law school of interest**.
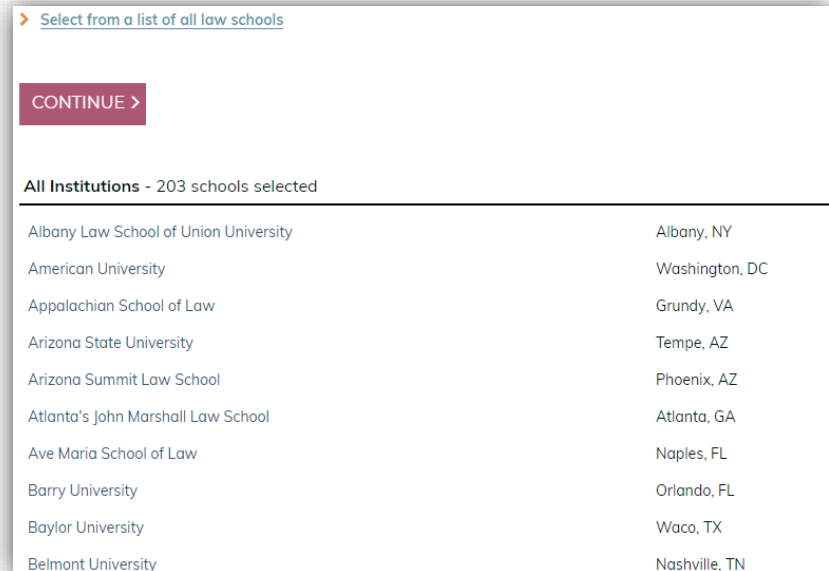
Fig. 9: *Law School of Interest, All Law Schools*

When adding schools for comparison in the *Side-by-Side Comparison* tool, this option provides a list of all law schools with checkboxes.
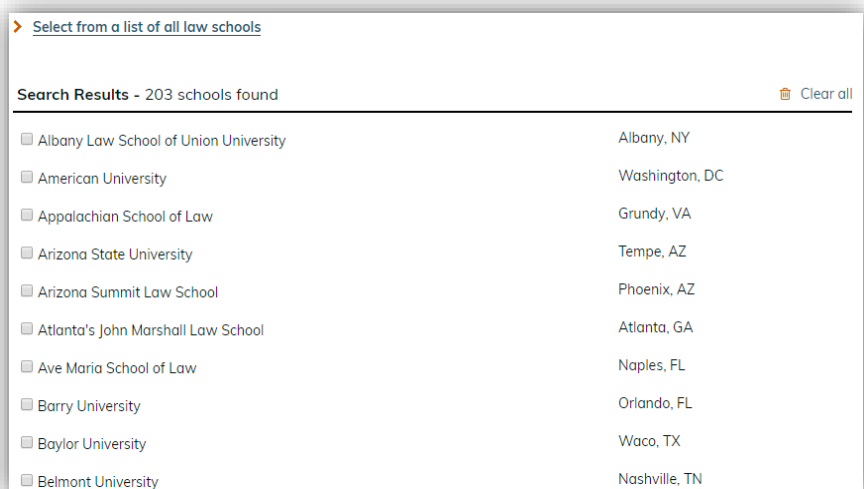
Fig. 10: *Side-by-Side Comparison, All Law Schools*

When choosing a **comparison group** in the *Peer Group Comparison* and *Trend Report* tools, this option adds all law schools as the **comparison group**. This excludes the law school of interest. Once all schools have been added, schools can be deleted from the list using the 🗑 button.
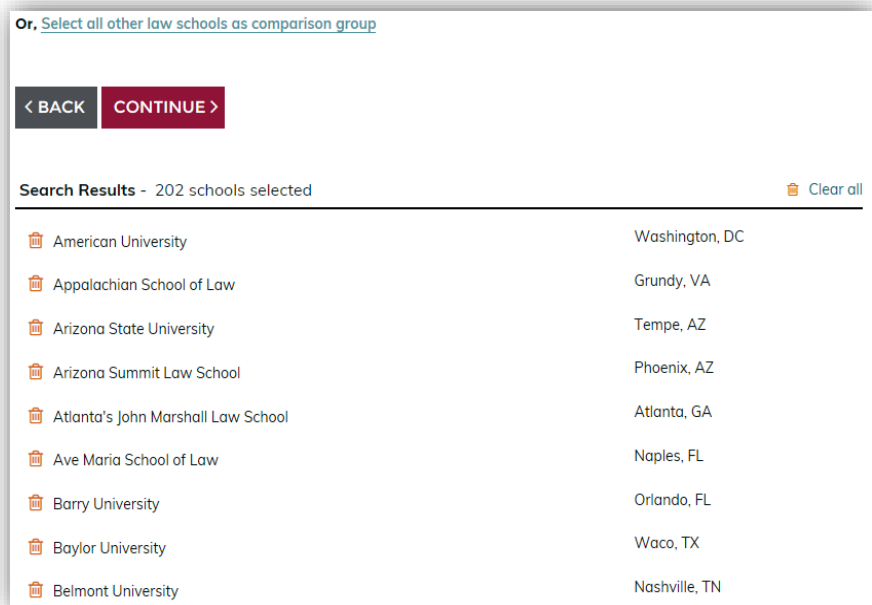
Fig. 11: *Comparison Group, All Law Schools*

3.3 Changing a Law School of Interest

For both the *Peer Group Comparison* and *Trend Report* tools you can change the **law school of interest** without losing your selected **comparison group** information.

To change the **law school of interest**, first return to *Step 1* using one of the navigation options outlined in 3.1 Navigation. Then, search for a school using one of the search functions explained in 3.2 Searching for Schools. The selected school will become your new **law school of interest**.

If you selected all institutions as your **comparison group**, the application automatically places the previous **law school of interest** into the **comparison group**. If your **comparison group** does not include all institutions, the system will ask you if you wish to add the previous **law school of interest** to the **comparison group**.

3.4 Sharing a Graph

From the report page of the *Side-by-Side Comparison*, *Peer Group Comparison* and *Trend Report* tools, you may share an individual graph on a number of social media sites by clicking Share .

This opens a "Share" pop-up window that contains a link to the graph. The link opens a "Report" page on the site containing only the shared graph and a corresponding data table.

The "Share" pop-up also contains buttons to share the graph on Facebook, Twitter, and LinkedIn. Clicking the graph from one of these sites will display the same "Report" page.
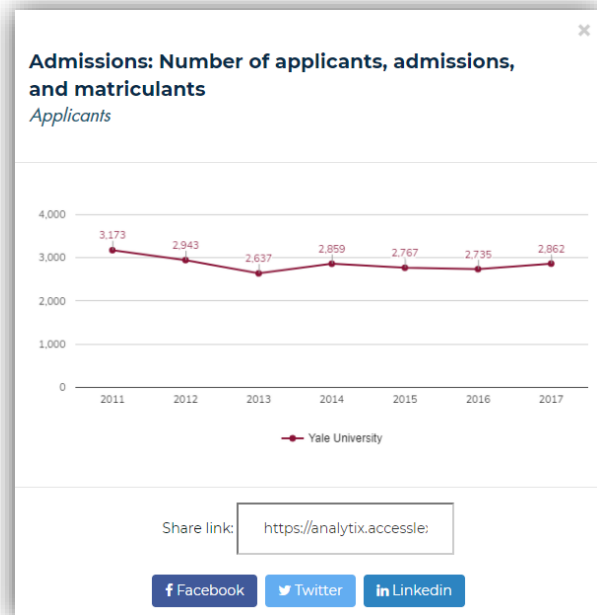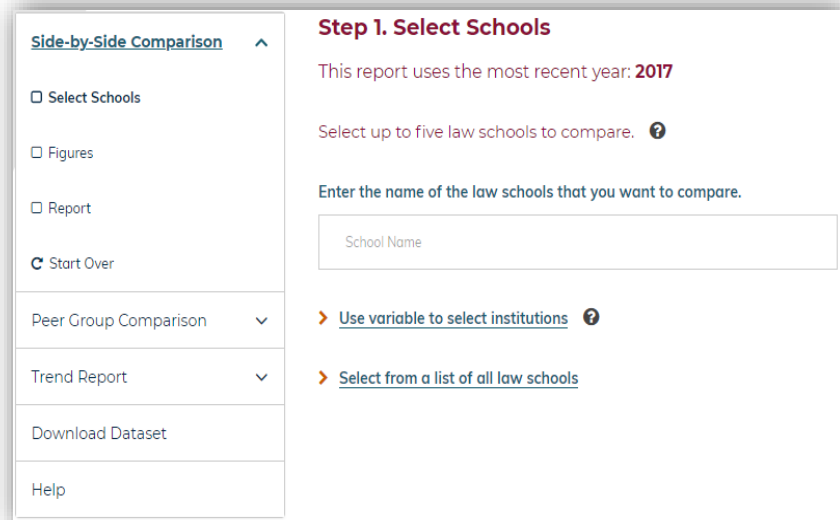
Fig. 12: Share

4.0 Side-by-Side Comparison

The *Side-by-Side Comparison* tool allows users to create a downloadable report comparing up to five law schools, side-by-side, across a customized set of figures for the most recent report year. Users can generate reports with their selected law schools, compared for each selected figure in bar graph form. This report can be downloaded in PDF format in addition to the browser view.

4.1 Step 1: Select Schools
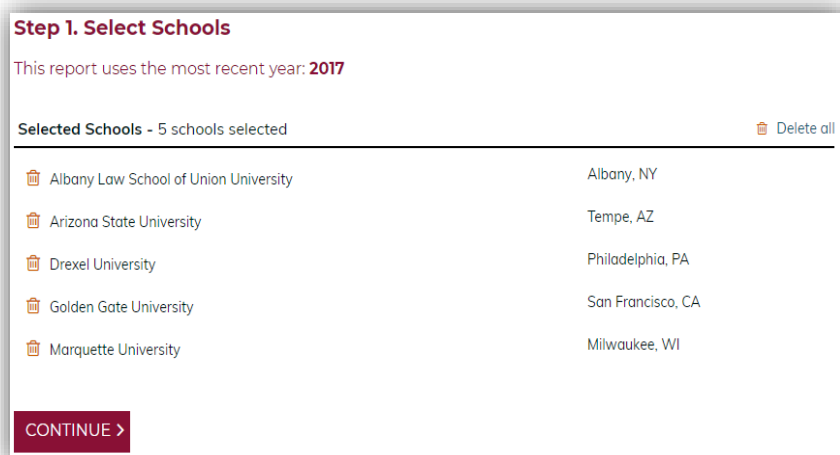
The first step to creating a *Side-by-Side Comparison* report is to select your schools for comparison. Using the search features explained in 3.2 Searching for Schools, you may add between two and five law schools for comparison. The question mark symbol ❓ provides a video tutorial for users to guide them throughout the search process.

Fig. 13: *Side-by-Side Comparison Tool*

As schools are selected, they will appear in the **Selected Schools** list above the search options. Once all schools have been added, click the CONTINUE › button to advance to *Step 2* and select the figures for your report. The option to 🗑 Delete all selections is available.

Fig. 14: *Side-by-Side Comparison, Step 1: Select Schools*

4.2 Step 2: Figures

After your schools have been added, the next step is to select up to 64 variables for your report. The figure data will be displayed for each school selected for comparison.

To select your figures, click on a subject and choose from the list of figures. The option to 🗑 Clear All selections is also available.

Once figure selections have been made, click the **CONTINUE >** button to advance to *Step 3*.

You can return to the previous step at any time by clicking the **< BACK** button; or use the navigation menu to return to a completed step.

Step 2. Figures

Variables List (Limit 64 variables per report)   🗑 Clear All

— Admissions
   ☐ Number of applicants, admissions, and students enrolled - 2017
      ☑ Applicants
      ☑ Admitted
      ☐ Matriculants
      ☐ Other First-Year Enrollees
      ☐ Total First-Year Class
   ☐ Admission and matriculation rates - 2017
      ☐ Admission rate
      ☐ Matriculation rate
   ☐ LSAT score percentiles - 2017
      ☐ 25th Percentile
      ☐ 50th Percentile
      ☐ 75th Percentile
   ☐ Undergraduate GPA percentiles - 2017
      ☐ 25th Percentile
      ☐ 50th Percentile
      ☐ 75th Percentile

➕ Enrollment

➕ Attrition

➕ Degrees Awarded

➕ Tuition and Living Expenses

➕ Grants and Scholarships

➕ Faculty

➕ Curriculum

➕ Employment

➕ Bar Passage

< BACK   **CONTINUE >**

Fig. 15: *Side-by-Side Comparison, Step 2: Figures*

4.3 Step 3: Report

The report page displays the data for each of the selected law schools and figures. The data is presented as interactive bar graphs. You can scroll over the bars to view a table of the data.

To share a graph, click ↻ Share and select a social media site from the available options.

To generate a Portable Document Format (PDF) version of the report, click the DOWNLOAD PDF 🖹 button at the top or bottom of the screen.

You can return to the previous step at any time by clicking the ‹ BACK button; or use the navigation menu to return to a completed step.

To start over, click ↻ Start Over from the navigator. *Please note that this action will delete your selections from all tools.*
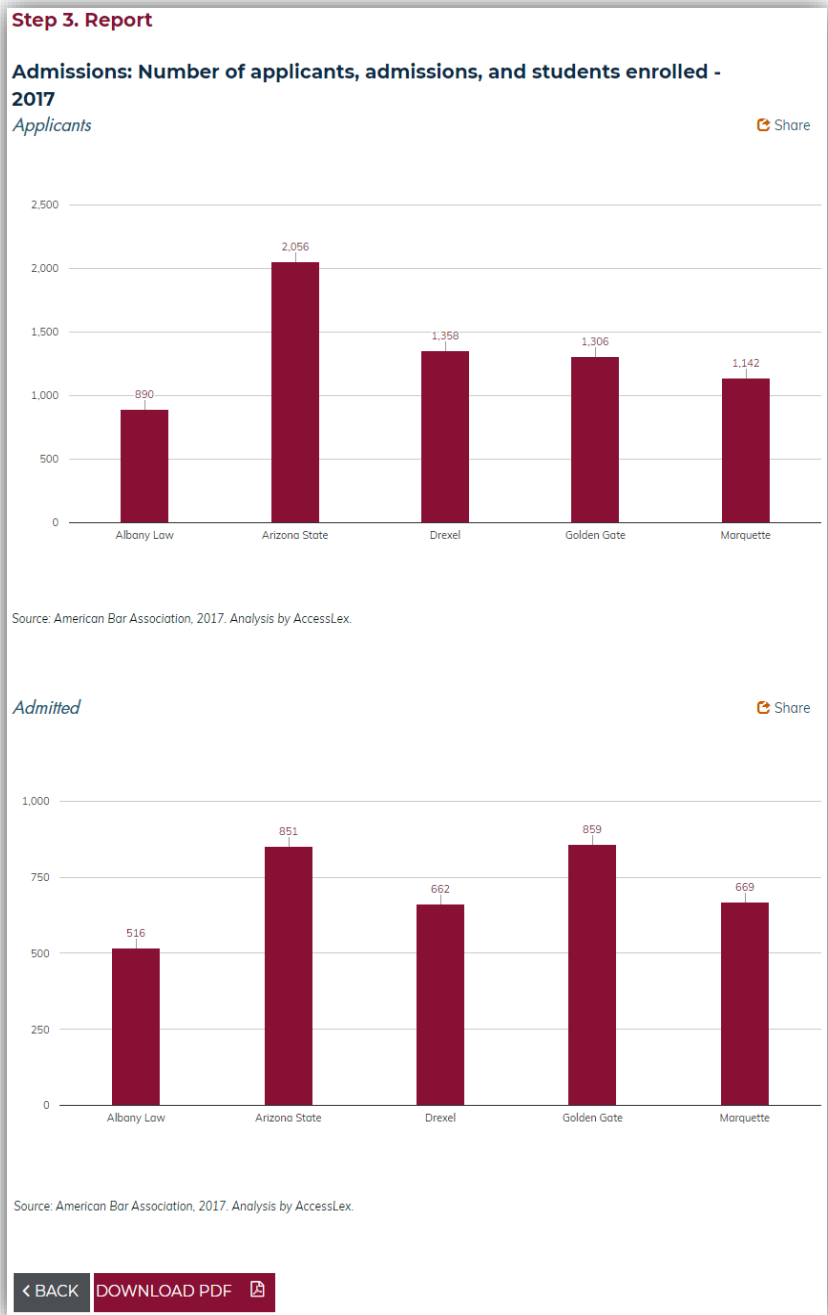
Fig. 16: Side-by-Side Comparison, Step 3: Report

5.0 Peer Group Comparison

The *Peer Group Comparison* tool allows users to produce a downloadable report comparing a law school of their choice to a customizable group of schools across a pre-defined or customized set of figures for the most recent report year.
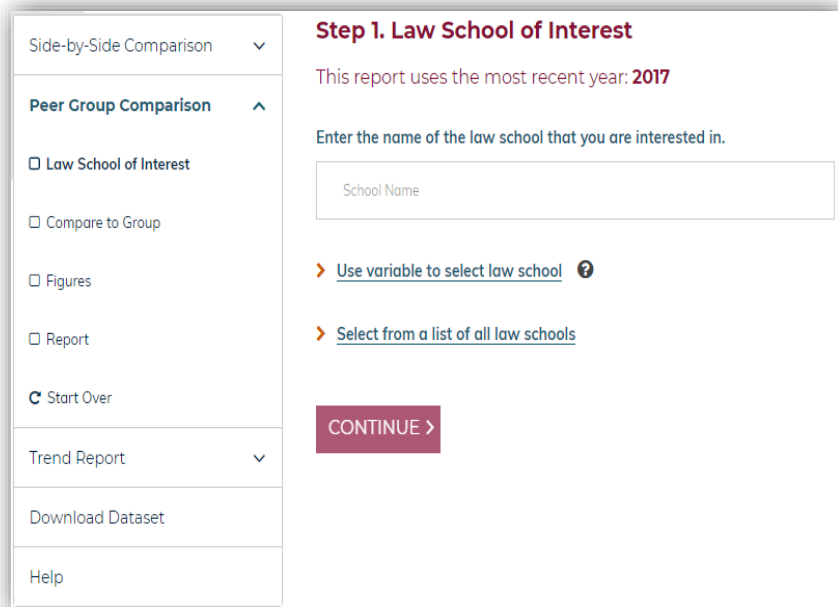
Users can generate reports that compare the **law school of interest** to all other law schools, or a subset of those law schools, on a set of figures. The figures are displayed in bar graphs. The graphs show the value for the initially selected **law school of interest** alongside the median or average value for the selected group of schools. This report can be downloaded in PDF format in addition to the browser view.

5.1 Step 1: Law School of Interest

The first step to creating a *Peer Group Comparison* report is to select a **law school of interest**. Using the search features explained in 3.2 Searching for Schools, select the law school that you wish to use as a focus. The question mark symbol ❷ provides a video tutorial to guide users on how to use variables to select institutions.

Selecting a **law school of interest** will automatically advance you to *Step 2*.

You can return to the previous step at any time by using the navigation menu to return to a completed step.

Fig. 17: Peer Group Comparison, Step 1: Law School of Interest

5.2 Step 2: Compare to Group

In this step, you must first select the **comparison group calculation method**. Options include calculating the comparison group's **Median** or **Average**. The question mark symbol ❓ provides a video tutorial explaining the difference between the **Median** and the **Average** options as well as guiding the user to the right selection.

Fig. 18: *Peer Group Comparison, Step 2: Calculation Method*
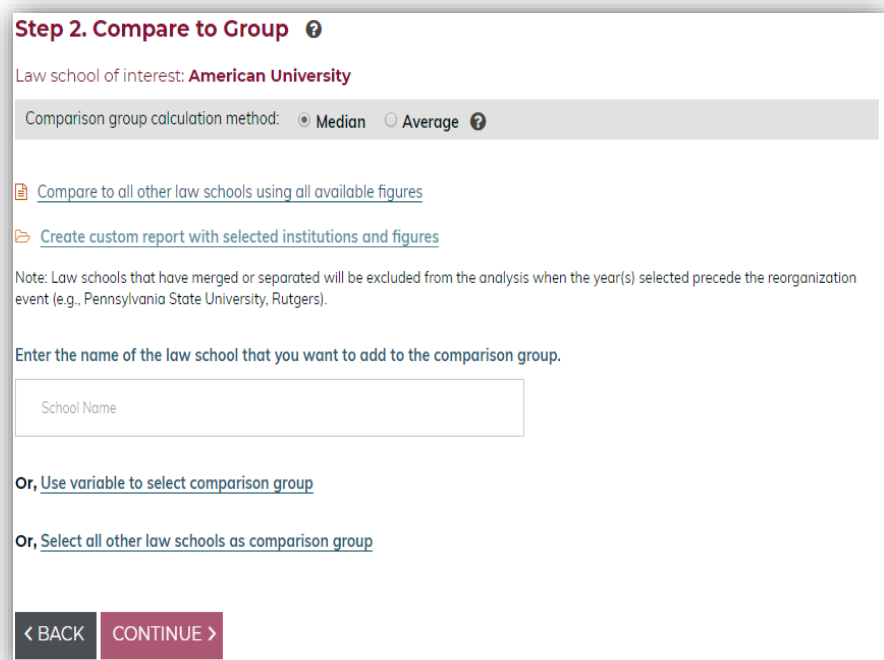
Next, you must select whether you want to **Compare to all other law schools using all available figures** to proceed with all available law schools as your comparison group and all available figures selected; or to **Create a custom report with selected institutions and figures** by comparing your **law school of interest** to a customized group of institutions and/or selecting a customized set of figures for your report.

Clicking **Compare to all other law schools using all available figures**, which allows you to view a standard report with all schools and figures, will advance you to *Step 4*.

Fig. 19: *Peer Group Comparison, Step 2: Report Type*

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If you choose to **Create a custom report with selected institutions and figures**, then you must use the search features explained in 3.2 Searching for Schools. Select a group of schools using the name search, variable search, or choose all other law schools.

Click the CONTINUE › button to view and confirm the list of selected schools.

Fig. 20: Peer Group Comparison, Step 2: Search

On the subsequent confirmation page, review the selected schools. To remove all schools from your **comparison group**, click the 🗑 Delete all button. Or, add additional schools using the ✚ Add more button. Clicking ✚ Add more will return you to the search page while retaining your previous selections.

Fig. 21: Peer Group Comparison, Step 2: Confirm

After selecting your **comparison group**, click the CONTINUE> button to advance to *Step 3* and select the figures for your report. A summary of your comparison group selection will be displayed at the top of the subsequent pages.

You can return to the previous step at any time by clicking the <BACK button; or use the navigation menu to return to a completed step.

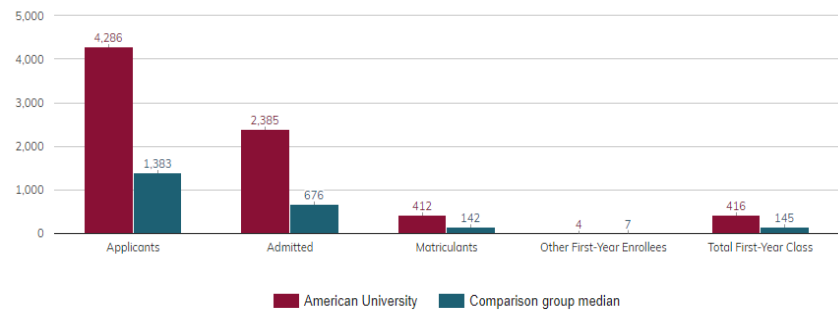## 5.3 Step 3: Figures

If you chose to create a custom report, the next step is to select the figures you want to include in your report. For each of the figures selected, the values for your **law school of interest** will be displayed alongside the median or average for your **comparison group**.

To select your figures, click on a subject and choose from the list of figures. The option to + Select All or 🗑 Clear All figures for all subjects is also available.

Once figure selections have been made, click the CONTINUE> button to advance to *Step 4*.

You can return to the previous step at any time by clicking the <BACK button; or use the navigation menu to return to a completed step.

Fig. 22: *Peer Group Comparison, Step 3: Variables List*

5.4 Step 4: Report

The report page displays the data for the **law school of interest** alongside the median for your **comparison group** for each of your selected figures. The data is presented as interactive bar graphs. You can scroll over the bars to view a table of the data. To share a graph, click Share and select a social media site from the available options.

To generate a Portable Document Format (PDF) version of the report, click the DOWNLOAD PDF button at the bottom of the screen.

You can return to the previous step at any time by clicking the BACK button; or use the navigation menu to return to a completed step.

To start over, click Start Over from the navigator. *Please note that this action will delete your selections from all tools.*

Fig. 23: Peer Group Comparison, Step 4: Report

6.0 Trend Report

The *Trend Report* tool allows users to generate downloadable graphs and charts that visualize trends for a figure of your choice. You can retrieve data for your **law school of interest** only; or compare the **law school of interest** to a customized group of schools. This tool's navigation is similar to the *Peer Group Comparison* tool.
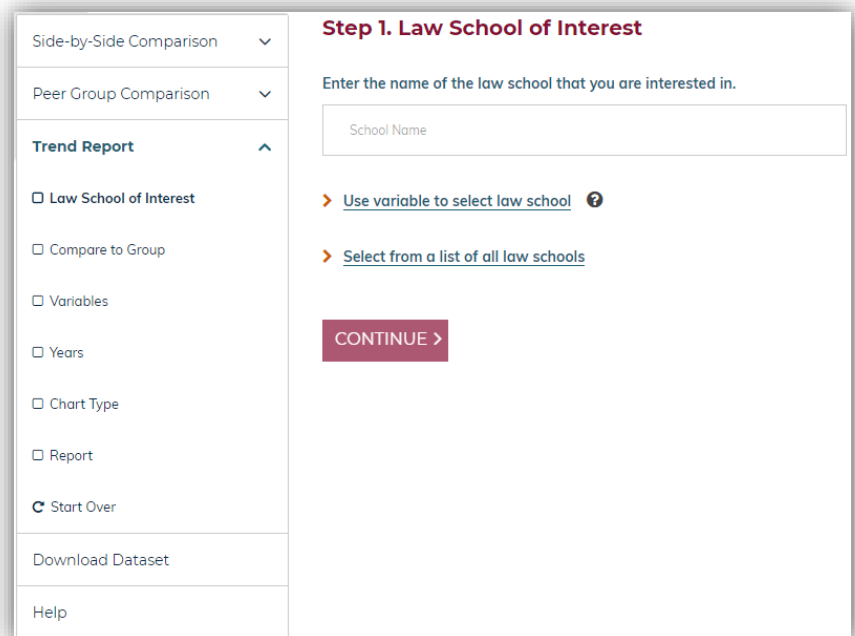
6.1 Step 1: Law School of Interest

The first step when creating a *Trend Report* is to select a **law school of interest**. Using the search features explained in 3.2 Searching for Schools, select the law school that you wish to use as a focus.

Additionally, the question mark symbol ❓ provides a video tutorial to guide users on how to use variables to select institutions.

Selecting a **law school of interest** will automatically advance you to *Step 2*.

You can return to the previous step at any time by using the navigation menu to return to a completed step.

Fig. 24: Trend Report, Step 1: Law School of Interest

6.2 Step 2: Compare to Group

In this step, you must first select whether you want to **Show trend data for this law school only** to view trend data for the selected **law school of interest** and advance to *Step 3*; or **Compare trend data for this law school to others** to select a comparison group for the final report. Additionally, by clicking the question mark symbol ❷ , a video tutorial will automatically play to provide guidance the types of comparison groups.

Fig. 25: *Trend Report, Step 2: Options*

If you choose to select a comparison group, you must then select the **comparison group calculation method**. Options include calculating the comparison group's **Median** or **Average**. The question mark symbol ❷ provides a video tutorial explaining the difference between the **Median** and the **Average** options as well as guiding the user to the right selection.

Fig. 26: *Trend Report, Step 2: Calculation Method*

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Then, use the search features explained in [3.2 Searching for Schools](#) to create a **comparison group**. Select a group of schools using the name search, variable search, or choose all other law schools.

Click the CONTINUE > button to view and confirm the list of selected schools.

Fig. 27: *Trend Report, Step 2: Search*

On the subsequent confirmation page, review the selected schools. To remove all schools from your **comparison group**, click the 🗑 Delete all button. Or, add additional schools using the ➕ Add more button. Clicking ➕ Add more will return you to the search page while retaining your previous selections.

Fig. 28: *Trend Report, Step 2: Confirm*

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After selecting your **comparison group**, click the CONTINUE > button to advance to *Step 3* and select the figures for your report. A summary of your comparison group selection will be displayed at the top of the subsequent pages.

You can return to the previous step at any time by clicking the < BACK button; or use the navigation menu to return to a completed step.

6.3 Step 3: Variables

Next, select up to 64 variables for your report. Data will be displayed for each variable selected in this step.

To select your figures, click on a subject and choose from the list of variables. The option to Clear All figures for all subjects is also available.

Once variable selections have been made, click the CONTINUE > button to advance to *Step 4* and choose your subject year(s).

You can return to the previous step at any time by clicking the < BACK button; or use the navigation menu to return to a completed step.

Step 3. Variables

Law school of interest: **American University**
Comparison Group: **5 Schools** → School State is DC

Variables List (Limit 64 variables per report)   🗑 Clear all

+ Admissions

+ Enrollment

+ Attrition

+ Degrees Awarded

− Tuition and Living Expenses

    ☐ Tuition and fees by enrollment and residency
      ☑ Full-time resident
      ☐ Full-time non-resident
    ☐ Estimated living expenses
      ☐ On-campus
      ☐ Off-campus
      ☐ At home

+ Grants and Scholarships

+ Faculty

+ Curriculum

+ Employment

− Bar Passage

    ☑ Average school bar passage rate
      ☑ Feb/July

< BACK   CONTINUE >

Fig. 29: Trend Report, Step 3: Variables

6.4 Step 4: Variable Years

In this step, select the years to be included in your report for each subject area selected in *Step 3*. The years may differ by subject. All years selected for a subject will apply to all selected variables in that subject. By default, all years are selected.

After selecting the year(s) for your report, click the CONTINUE > button to advance to *Step 5*.

Fig. 30: *Trend Report, Step 4: Years*

You can return to the previous step at any time by clicking the < BACK button; or use the navigation menu to return to a completed step.

6.5 Step 5: Chart Type

In this step, select the type of graphs to display for the selected figures. The default selection will include both line graphs and bar graphs depending on which best reflects the available data.

By clicking the question mark symbol ❓ , a video tutorial will automatically play to provide guidance for users to understand the difference between *the types of graphs* and to help decide which is *better to use*.

Fig. 31: *Trend Report, Step 5: Chart Type*

After making your selection, click the CONTINUE > button to advance to *Step 6*.

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You can return to the previous step at any time by clicking the `< BACK` button; or use the navigation menu to return to a completed step.
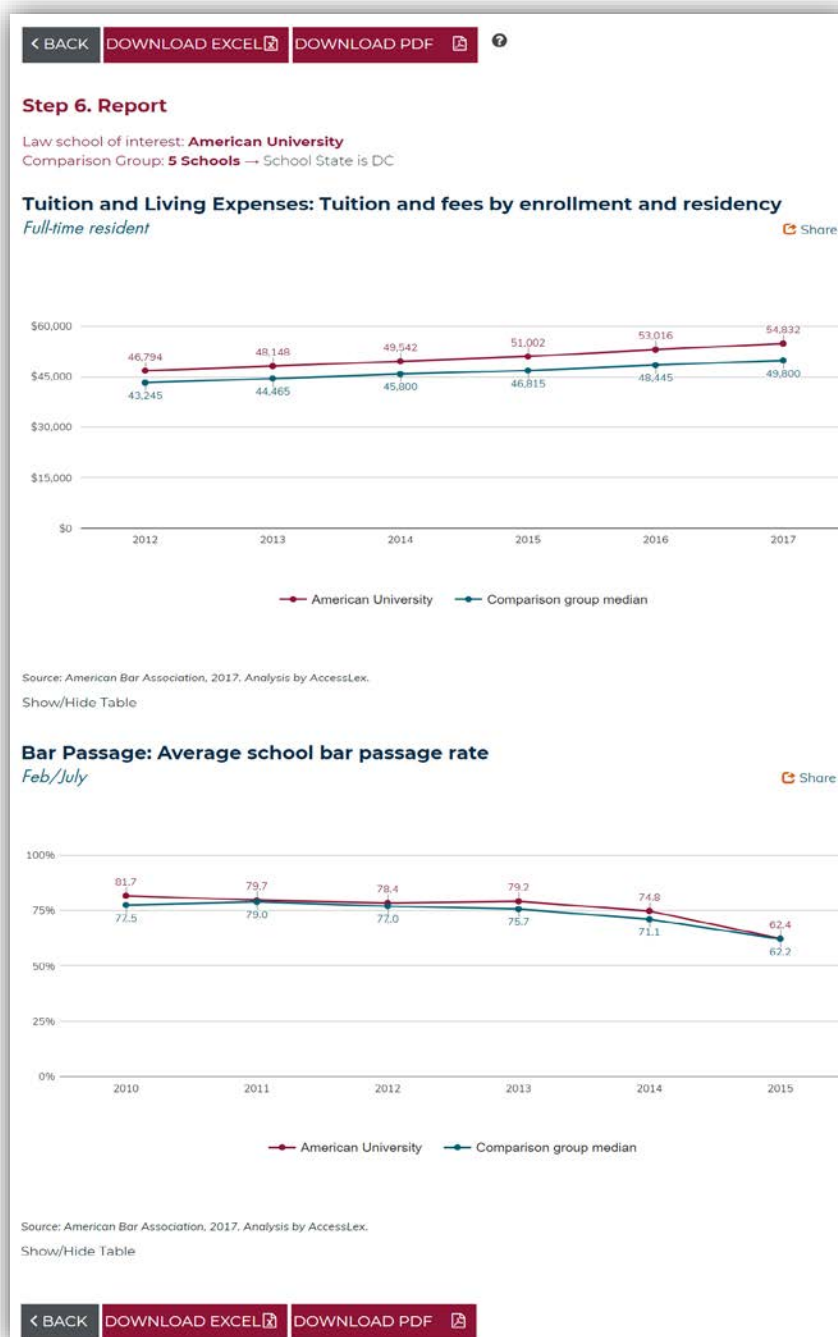
6.6 Step 6: Report

The report will display trend data for the law school of interest for each variable selected in *Step 3*. A line graph or bar graph with each of the selected years is displayed followed by a table with the same information.

If you chose to **Compare trend data for this law school to others**, your report will display the **law school of interest** alongside the median or average for the selected **comparison group**.

If you selected **Show trend data for this law school only** you will see a graph displaying trend data for the **law school of interest** only.

To share a graph, click ↪ Share and select a social media site from the available options.

To obtain a downloadable version of your report, you can either click `DOWNLOAD EXCEL` to download the trend data as an Excel file; or click `DOWNLOAD PDF` to view the trend report as a .pdf file. When downloading trend data in Excel, the data for each subject is available in a separate tab.


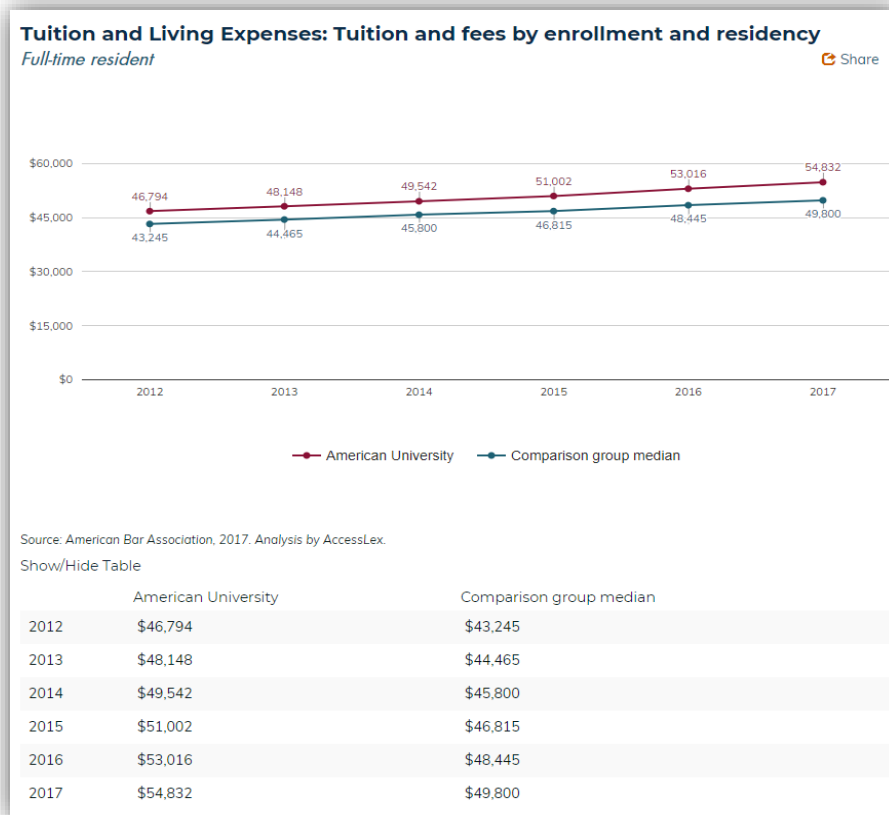*Fig. 32: Trend Report: Step 6: Report with Comparison Group*

To view a table of the same information displayed in the graph, click the **Show/Hide Table** link.

Additionally, by clicking the question mark symbol ❓ , a video tutorial will automatically play to provide guidance for users to understand the difference between downloading the report in PDF or Excel file and how to use the data after exporting it.

You can return to the previous step at any time by clicking the < BACK button; or use the navigation menu to return to a completed step.

To start over, click ↻ Start Over from the navigator. *Please note that this action will delete your selections from all tools.*

Tuition and Living Expenses: Tuition and fees by enrollment and residency
Full-time resident   ↻ Share

	American University	Comparison group median
2012	$46,794	$43,245
2013	$48,148	$44,465
2014	$49,542	$45,800
2015	$51,002	$46,815
2016	$53,016	$48,445
2017	$54,832	$49,800

Source: American Bar Association, 2017. Analysis by AccessLex.
Show/Hide Table

Fig. 33: *Trend Report: Step 6: Show Table*

7.0 Download Dataset

The *Download Dataset* tool allows you to download a data file for all schools on a specific subject. The data files, downloadable in CSV or Excel format, can be customized to include any or all of the available years.

First, identify the dataset you would like to download. Subjects include **School Information**, **Admissions**, **Attrition**, **Bar Passage**, **Curriculum**, **Degrees**, **Employment**, **Enrollment**, **Faculty**, **Financial Aid**, **Student Expenses** and **Transfer**.

Next, select at least one of the available years using the checkboxes. Click either the **CSV** or **Excel** button to download the file in your preferred format. By default, all available years and subjects are selected. Each subject must be downloaded separately.

Fig. 34: *Download Dataset*