1. Purpose – The summary page summarizes the Departmental Metrics dashboard with trend lines on key metrics. Each metric name is a link to the page showing more detail.

2. Fact Amounts –
   • **Sparklines:** The sparkline graphs display four-year trend lines, except financial metrics for which including incomplete current-year data would create a misleading picture. For those metrics, the current year number and labeled Year-to-Date (YTD) are included in the table but only complete prior years are graphed.

3. Examples –

4. User Notes – Please note that all of the metrics are reported on a September 1 – August 31 year. Academic and fiscal metrics are labeled differently to avoid potential confusion from identifying academic years by the starting calendar year and fiscal years by the ending calendar year. For example, for the period September 1, 2012 through August 31, 2013 academic metrics are labeled 12-13 and fiscal metrics FY13.

5. Additional Reports – The total expenditures matches/corresponds with the numbers reported in the Grants Activity graph located in the Grants by Administration Department tab.