## Viewing Locations Tables in X25 Analytics

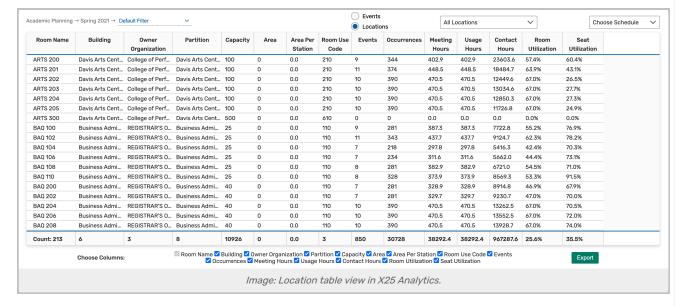
The snapshot breadcrumbs at the top of the page have two drop-down menus which allow you to refine the content displayed on the page.

- Filter options, which hide events or locations that don't belong in a selected filter.
- Group options, which divide the events or locations into sub-groups. Click a group's name to see detailed
  information about its contents.

The last row in each table is the Summary row, which includes totals, averages, or counts of each column, depending on the corresponding data.

At the bottom of each table is the option to **Export** data. Clicking this button downloads the filtered table results as a CSV file. The resulting file will also feature a "Report Summary" sheet. You can also view a "Location Details" and/or "Event Details" sheet, depending on the type of data exported.

The columns available when viewing location data change based on the selected grouping option.



## **All Locations**

When you choose an option to group locations these columns are shown:

- Location Name The name of the location.
- Building The location's building. This is used in some reports.
- Owner Organization The "owner" of the location (determined by the custom location attribute "X25 Owner Organization" in 25Live).
- Partition The name of the location's partition. This is used for Optimizer placement.
- Capacity The location's maximum capacity. Any alternate layouts on the location are not included.
- Area The net assignable area of a location in square feet

- Area Per Station The assignable area divided by the room capacity
- Room Use Code Your institution's code for the location's "room type" (often matching FICM [Postsecondary Education Facilities Inventory and Classification Manual] standards)
- Events The total number of events assigned to this location.
- Occurrences The total number of occurrences among all those events.
- Meeting Hours The total duration (in hours) of all occurrences among all events.
- Usage Hours The total of the meeting hours plus the passing time for each occurrence in a location.
- Contact Hours For each event, its meeting hours are multiplied by its enrollment and added together to reach
  this value.
- Room Utilization The average amount each location is "in use". Calculated as the number of hours when an
  event is assigned to a location divided by the total hours in a day (within the start and end times defined by the
  current filter set options).
- Seat Utilization The average amount each location is "full". Calculated as each event's enrollment divided by the location capacity.
- Schedule Compliance The percentage of classes in compliance with the meeting pattern

## **Group Details**

When you click on a group's name you can see a list of all locations in the group. These columns are shown for each location:

- Name Indicates the selected grouping. Click the name of a group to see more details about its contents.
- #of Rooms The count of locations in the group.
- Capacity The total capacity of each location in the group.
- Area The net assignable area of a location in square feet
- Area Per Station The assignable area divided by the room capacity
- # of Events The count of the events in the group.
- Occurrences The total number of occurrences among all those events.
- Meeting Hours The total duration (in hours) of all occurrences among all events.
- Usage Hours The total of the meeting hours plus the passing time for each occurrence in a location.
- Contact Hours For each event, its meeting hours are multiplied by its enrollment and added together to reach
  this value.
- Room Utilization The average amount each location is "in use". Calculated as the number of hours when an
  event is assigned to a location divided by the total hours in a day (within the start and end times defined by the
  current filter set options).
- Seat Utilization The average amount each location is "full". Calculated as each event's enrollment divided by the location capacity.
- Schedule Compliance The percentage of classes in compliance with the meeting pattern