

## Pre-Work: Self-directed assignment

Prior to attending the camp, participants will be required to view the video: **Statistical Analysis & Reporting in Blue**, which will be made available to you in our LMS. An email will be sent to you providing login information to access the BRMC course in the LMS, and you may complete this step at any point before the camp begins.

The video provides information about some of the key concepts to creating reports in Blue, including the statistics implemented in Blue, when and why they should be used, and how group elements are used in calculating the statistics. This information will provide the foundation for the hands-on exercises we will do together during the camp.

## DAY 1

<p><b>10:00am – 12:00pm</b> Location: Virtual</p>	<p>Welcome and the overview of the Camp agenda</p> <p>Introduction to Report Creation</p> <ul style="list-style-type: none"> <li>• Q &amp; A related to pre-work video, if required</li> <li>• Creating an individual report</li> <li>• Report block review</li> <li>• Spreadsheet block enhancements</li> </ul>
<p><b>12:00pm – 1:00pm</b></p>	<p>Lunch</p>
<p><b>1:00pm - 2:30pm</b> Location:</p>	<p>Creating Aggregate Reports</p> <ul style="list-style-type: none"> <li>• Creating aggregate reports</li> <li>• Section enhancements (Breakdown)</li> </ul>
<p><b>2:30pm – 2:45pm</b></p>	<p>Break</p>
<p><b>2:45pm – 4:00pm</b></p>	<p>Aggregate Reports (cont'd)</p> <ul style="list-style-type: none"> <li>• Summary and breakdown report blocks</li> <li>• Creating summary reports</li> </ul>

DAY 2

<p>10:00am – 12:00pm Location: Virtual</p>	<p><b>Advanced Reporting</b></p> <ul style="list-style-type: none"> <li>• Use of relationship demographics in reporting</li> <li>• Repurposing questionnaire content in reports by using virtual questions</li> <li>• Threshold controls at the report and questionnaire levels</li> <li>• Term-to-term analysis</li> <li>• QBank report enhancements</li> </ul>
<p>12:00pm – 1:00pm</p>	<p><b>Lunch</b></p>
<p>1:00pm – 2:30pm</p>	<p><b>Extending Blue Reporting</b></p> <ul style="list-style-type: none"> <li>• Extending Blue capabilities with Blue Text Analytics</li> <li>• Export reports</li> </ul>
<p>2:30pm – 2:45pm</p>	<p><b>Break</b></p>
<p>2:45pm – 4:00pm</p>	<p><b>Report Testing, Access and Distribution</b></p> <ul style="list-style-type: none"> <li>• Centralized report access management</li> <li>• Static and dynamic report access</li> <li>• Report best practices and troubleshooting</li> </ul>

## DAY 3

<b>10:00am – 12:00pm</b> <b>Location: Virtual</b>	<p><b>Report Master Certification Activities</b></p> <p>This hands-on activity is to apply the topics covered to deepen your knowledge of reporting features and functionalities covered in the camp. Come with reporting needs and opportunities in your institution to develop a report by applying what you have learned in the camp.</p> <p><b>Form breakout groups and pitch ideas (10 minutes)</b></p> <ul style="list-style-type: none"><li>• 3-4 members per team</li></ul> <p><b>Report away! (1.5 hours, depending on the number of teams)</b></p> <p><b>Team sharing (5 min per team)</b></p> <ul style="list-style-type: none"><li>• Each team presents what they have accomplished</li></ul> <p><b>Wrapping-up</b></p> <ul style="list-style-type: none"><li>• Reflection on the learning</li><li>• Blue Report Master Certificates issued</li></ul>
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## After the Certification training: Apply, Practice, Continue Learning

- 1-hour online post-certification follow-up session with the trainer for the six-month period upon the completion of the training camp.
- Access to the Explorance Academy LMS and training server, for one year, to review the training materials, learn and try out new features, and practice what you have learned. One-year term starts from the end of the camp conclusion.
- Apply your learning from the BRMC training camp to your work, participate in the Certified Blue Report Master Community to stay in touch and share with your report master colleagues, and challenge Explorance to continuously improve its products and services.
- Join Bluenotes GLOBAL Conferences to meet and discuss with other certified Blue Report Masters, to continue your learning and professional development
- For any training related questions or information, contact us at [learning@explorance.com](mailto:learning@explorance.com).