

Unite Education Program v6.0

Job Aid: 5308

Run an Applicant Summary National Report

The *Applicant Summary National* report is a summary of the national numbers for all applicants as of the current date compared to the same date last year. Unite summarizes the numbers by ethnicity, age, and gender. There are many options for customizing the information you see in the report and how you see it. You can filter on state, gender, ethnicity, term, LSAT score, GPA, and application received date. You can display any National and School Comparison report by selecting the report from the navigation menu.

To run an Applicant Summary National report

1. Open a browser and log on to Unite.
2. On the main menu, click REPORTS.
3. Click the *National* tab.
4. Next to **NSP**, click  to open the report group.
5. Click **Applicant Summary National**.
6. Customize the report in the way you want to see the data.
7. Click  to close the report window.