

## NAIS Member Reports in DASL

As an NAIS member, you and your school can run custom reports as many times as you would like throughout the year. You can include any of your school's comparison groups that you would like to use.

To pull the Student and Employee Diversity report in DASL, log in and take the following steps:

**1** In the top navigation bar, float over **REPORTS** and click on "Tables (Custom Reports)"

**2** For Association, select "NAIS"

For Category, select "General"

For Template, select "Student and Employee Diversity"

**Tables**

Association → National Association of Independent Schools (NAIS) ▼

Category → General ▼

Template → Student and Employee Diversity ▼

Select Years  
2017-18 ▼

Comparison Groups  
- Select Comparison Group - ▼

View Table Export to Excel Export to PDF

**3** The system will automatically input your school information and choose one comparison group.

Click "View Table"

For a copy of the report, use the appropriate green button to export an Excel or PDF version

**Tables**

Association National Association of Independent Schools (NAIS) ▼

Category General ▼

Template Student and Employee Diversity - October 2018 ▼

Select Years  
2017-18 ▼

My School  
Search for School (at least 3 characters)

Comparison Groups  
- Select Comparison Group - ▼ ←  
- Select Comparison Group - ▼ ←

View Table Export to Excel Export to PDF