

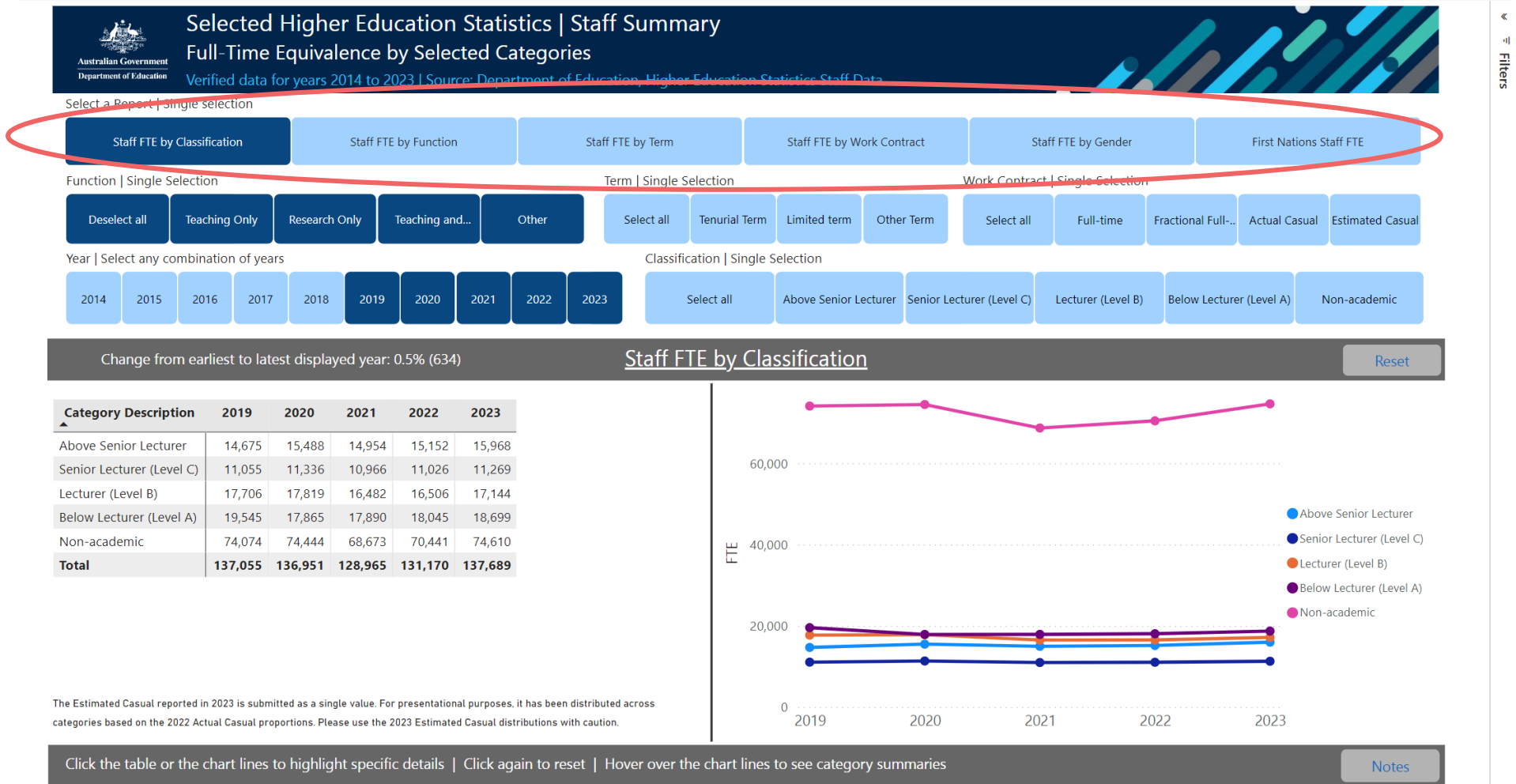


# Brief Guide

Staff Data - Power BI report

## Navigating Power BI Reports

- When a Power BI report is opened, a home screen will appear and breakdowns exist within the page (e.g., Staff FTE by Classification, Staff FTE by Function, etc). Select a breakdown by clicking on one of the tabs on the top row.



2. Notes including how to use the reports and definitions about the data can be accessed by selecting the “Notes” button.

## Selected Higher Education Statistics | Staff Summary

### Full-Time Equivalence by Selected Categories

Verified data for years 2014 to 2023 | Source: Department of Education, Higher Education Statistics Staff Data

Select a Report | Single selection

Staff FTE by Classification
Staff FTE by Function
Staff FTE by Term
Staff FTE by Work Contract
Staff FTE by Gender
First Nations Staff FTE

Function | Single Selection

Deselect all
Teaching Only
Research Only
Teaching and...
Other

Term | Single Selection

Select all
Tenurial Term
Limited term
Other Term

Work Contract | Single Selection

Select all
Full-time
Fractional Full...
Actual Casual
Estimated Casual

Year | Select any combination of years

2014
2015
2016
2017
2018
2019
2020
2021
2022
2023

Classification | Single Selection

Select all
Above Senior Lecturer
Senior Lecturer (Level C)
Lecturer (Level B)
Below Lecturer (Level A)
Non-academic

Change from earliest to latest displayed year: 0.5% (634)
Staff FTE by Classification
Reset

Category Description	2019	2020	2021	2022	2023
Above Senior Lecturer	14,675	15,488	14,954	15,152	15,968
Senior Lecturer (Level C)	11,055	11,336	10,966	11,026	11,269
Lecturer (Level B)	17,706	17,819	16,482	16,506	17,144
Below Lecturer (Level A)	19,545	17,865	17,890	18,045	18,699
Non-academic	74,074	74,444	68,673	70,441	74,610
Total	137,055	136,951	128,965	131,170	137,689

The Estimated Casual reported in 2023 is submitted as a single value. For presentational purposes, it has been distributed across categories based on the 2022 Actual Casual proportions. Please use the 2023 Estimated Casual distributions with caution.

Click the table or the chart lines to highlight specific details | Click again to reset | Hover over the chart lines to see category summaries


Notes

Filters



## Using Power BI Reports

- Below is a typical example of what a Power BI report page may look like, including a chart, table, and various filters at the top. To reset all settings, select “Reset” on the right-hand side towards the middle of the screen.


Selected Higher Education Statistics | Staff Summary  
Full-Time Equivalence by Selected Categories  
Verified data for years 2014 to 2023 | Source: Department of Education, Higher Education Statistics Staff Data

Select a Report | Single selection

Staff FTE by Classification
Staff FTE by Function
Staff FTE by Term
Staff FTE by Work Contract
Staff FTE by Gender
First Nations Staff FTE

Function | Single Selection

Deselect all
Teaching Only
Research Only
Teaching and...
Other

Term | Single Selection

Select all
Tenurial Term
Limited term
Other Term

Work Contract | Single Selection

Select all
Full-time
Fractional Full-..
Actual Casual
Estimated Casual

Year | Select any combination of years

2014
2015
2016
2017
2018
2019
2020
2021
2022
2023

Classification | Single Selection

Select all
Above Senior Lecturer
Senior Lecturer (Level C)
Lecturer (Level B)
Below Lecturer (Level A)
Non-academic


Change from earliest to latest displayed year: 0.5% (634)
Reset

Category Description	2019	2020	2021	2022	2023
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4. On some pages you may need to use the scroll bar to see all the data.



## Selected Higher Education Statistics | Staff Summary

### Full-Time Equivalence by Selected Categories

Verified data for years 2014 to 2023 | Source: Department of Education, Higher Education Statistics Staff Data

Select a Report | Single selection

Staff FTE by Classification

Staff FTE by Function

Staff FTE by Term

Staff FTE by Work Contract

Staff FTE by Gender

First Nations Staff FTE

Function | Single Selection

Deselect all

Teaching Only

Research Only

Teaching and...

Other

Term | Single Selection

Select all

Tenurial Term

Limited term

Other Term

Work Contract | Single Selection

Select all

Full-time

Fractional Full-...

Actual Casual

Estimated Casual

Year | Select any combination of years

2014

2015

2016

2017

2018

2019

2020

2021

2022

2023

Classification | Single Selection

Select all

Above Senior Lecturer

Senior Lecturer (Level C)

Lecturer (Level B)

Below Lecturer (Level A)

Non-academic

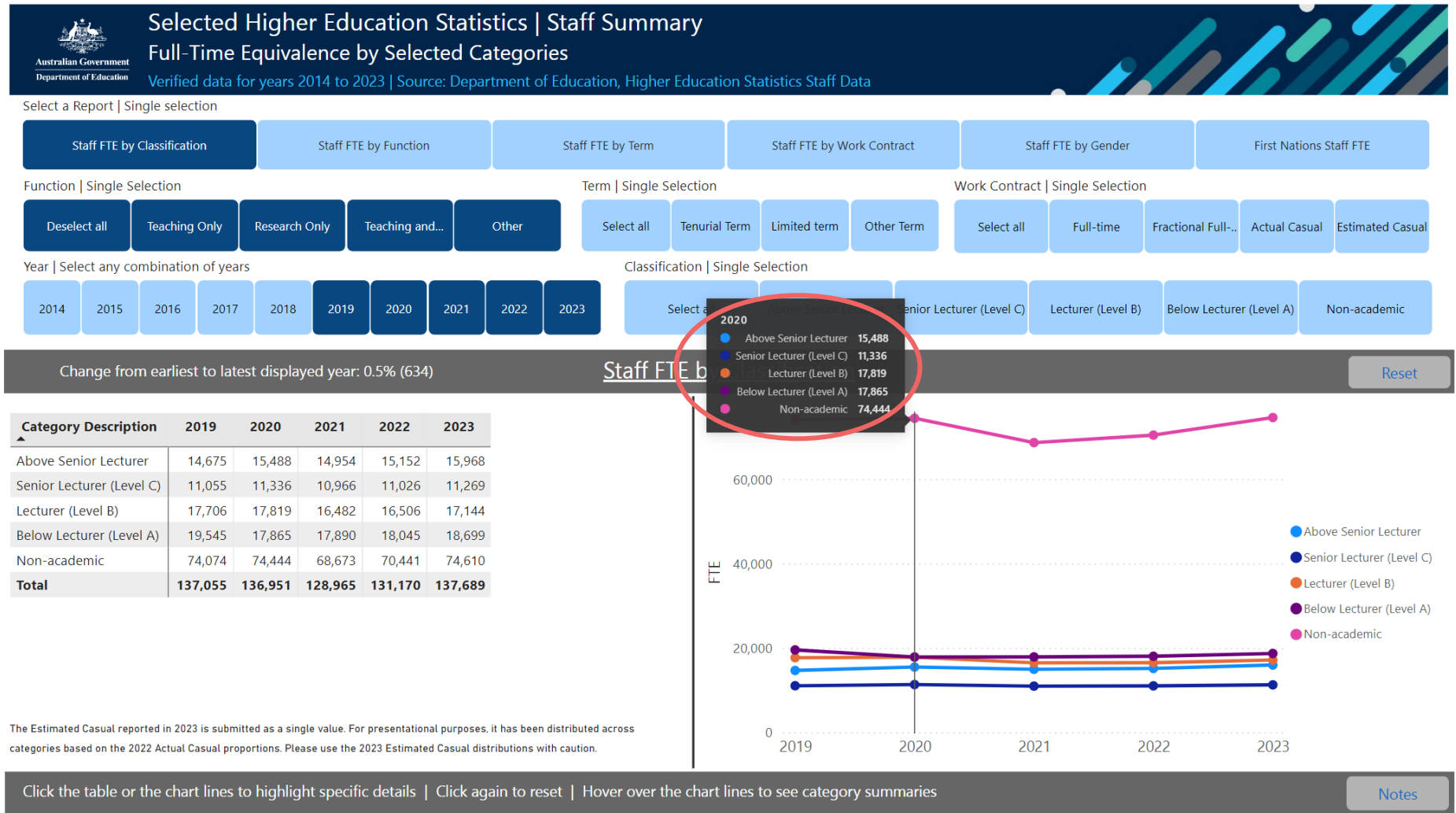
Change from earliest to latest displayed year: 12.0% (14,738) Staff FTE by Classification [Reset](#)

Category Description	2014	2015	2016	2017	2018	2019	2020	2021
Above Senior Lecturer	12,460	12,697	13,247	13,688	14,112	14,675	15,488	14,954
Senior Lecturer (Level C)	10,246	10,456	10,596	10,625	10,801	11,055	11,336	10,966
Lecturer (Level B)	16,651	16,650	16,968	17,303	17,034	17,706	17,819	16,482
Below Lecturer (Level A)	16,734	17,043	17,304	18,204	18,674	19,545	17,865	17,890
Non-academic	66,860	67,510	68,602	69,672	71,619	74,074	74,444	68,673
Total	122,951	124,356	126,717	129,493	132,241	137,055	136,951	128,965

The Estimated Casual reported in 2023 is submitted as a single value. For presentational purposes, it has been distributed across categories based on the 2022 Actual Casual proportions. Please use the 2023 Estimated Casual distributions with caution.


Click the table or the chart lines to highlight specific details | Click again to reset | Hover over the chart lines to see category summaries [Notes](#)

- By hovering over a data point in a chart with the mouse pointed, the exact number can be displayed. This function works on both line charts and bar charts.



## Extracting charts from Power Bi Reports

- Charts can be copied as an image with a caption, and then pasted as required. Hover the mouse pointer over the individual chart, right click, hover over "Copy", then select the "Image with caption" button. Once copied select "Copy", as seen in the second image below.


Selected Higher Education Statistics | Staff Summary  
Full-Time Equivalence by Selected Categories  
Verified data for years 2014 to 2023 | Source: Department of Education, Higher Education Statistics Staff Data

Select a Report | Single selection

Staff FTE by Classification
Staff FTE by Function
Staff FTE by Term
Staff FTE by Work Contract
Staff FTE by Gender
First Nations Staff FTE

Function | Single Selection

Deselect all
Teaching Only
Research Only
Teaching and...
Other

Term | Single Selection

Select all
Tenurial Term
Limited term
Other Term

Work Contract | Single Selection

Select all
Full-time
Fractional Full...
Actual Casual
Estimated Casual

Year | Select any combination of years

2014201520162017201820192020202120222023

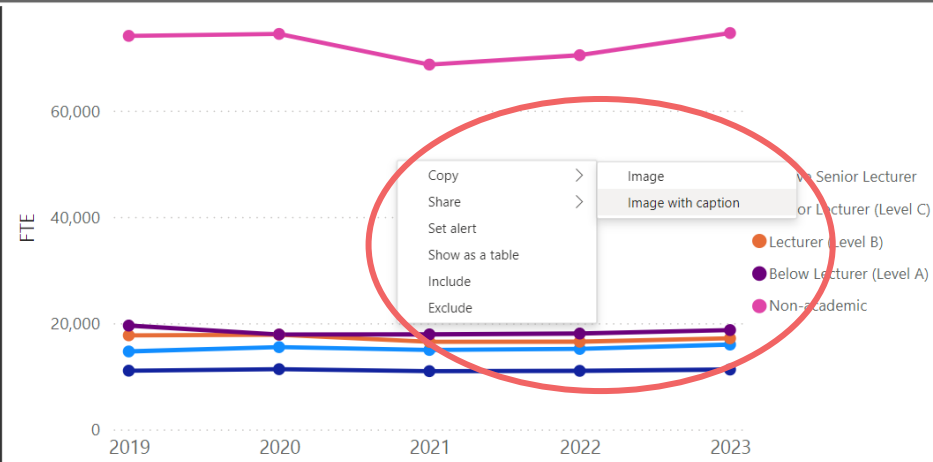
Classification | Single Selection

Select all
Above Senior Lecturer
Senior Lecturer (Level C)
Lecturer (Level B)
Below Lecturer (Level A)
Non-academic

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Staff FTE by Classification Reset

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Verified data for years 2014 to 2023 | Source: Department of Education, Higher Education Statistics Staff Data

Select a Report | Single selection

Staff FTE by Classification | Staff FTE by Function | Staff FTE by Term | Staff FTE by Work Contract | Staff FTE by Gender | First Nations Staff FTE

Function | Single Selection

Deselect all | Teaching Only | Research Only | Teaching and...

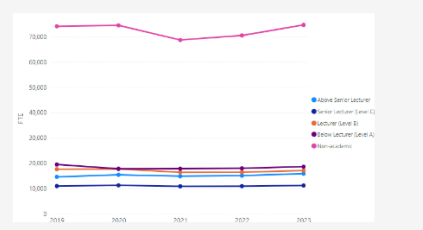
Year | Select any combination of years

2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023

Change from earliest to latest displayed year: 0.5% (634)

Category Description	2019	2020	2021	2022	2023
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<b>Total</b>	<b>137,055</b>	<b>136,951</b>	<b>128,965</b>	<b>131,170</b>	<b>131,170</b>

Image with caption created

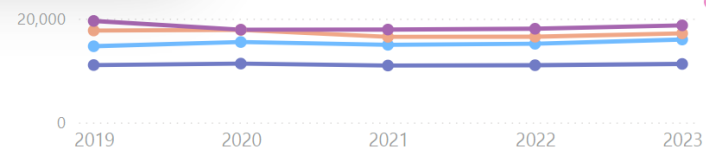


[Open in Power BI](#)

Staff summary\_v10  
Data as of 24/06/24, 10:45  
Filtered by Report (is Staff FTE by Classification), Year (is 2020, 2021, 2022, 2023, or 2019), Measure (is Total FTE)

Copy

The Estimated Casual reported in 2023 is submitted as a single value. For presentational purposes, it has been distributed across categories based on the 2022 Actual Casual proportions. Please use the 2023 Estimated Casual distributions with caution.



Click the table or the chart lines to highlight specific details | Click again to reset | Hover over the chart lines to see category summaries

Notes

- Alternatively, the 'Snipping tool' (or similar) can be used to cut and paste charts and tables as pictures if required. It is best to use the focus mode option (described above) before snipping for the best resolution. If desired, a picture of the filters can also be snipped, so that a record is maintained of what filters were applied to the data.