# THE EQUITY IN ATHLETICS DISCLOSURE ACT WEB-BASED DATA COLLECTION SCREEN SHOTS 

U.S. Department of Education

Office of Postsecondary Education

## Log In



## Survey Eligibility



## Important - Please read this before you begin...



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The EADA Survey is not an accounting report. It collects data about revenues and expenses that are similar to data from an income and expense statement. You should not include information about capital assets and related debts. When reporting revenues from institutional support include budgeted dollars that were not spent only if those dollars remained in the athletic department's or team's budget at the end of the year. For example, if a sport is budgeted $\mathbf{S 2 0 , 0 0 0}$ for the year, and at the end of the year the sport has only spent $\$ 11,000$, there is a $\$ 9,000$ surplus. If the $\$ 9,000$ remained in the athletics department's or team's budget, you should include the $\$ 9,000$ in your reported revenues. If, however, the $\$ 9,000$ was taken out of the athletics department's or team's budget, do not include the $\$ 9,000$ in your reported revenues.
A number of terms used in this survey are EADA-specific. For example, Operating Expenses encompasses specific "gameday" expenses only. We strongly encourage you to use the survey's on-line help features. Links to these features are located on the left side of the Log-In screen and under Help on the horizontal menu bar at the top of your screen after you've logged in. They include: a glossary, a user's guide, and blank survey forms. Each data entry screen also has a "Click here for screen instructions" link that accesses screen-specific information from the user's guide.

The survey user's guide takes you step by step through the survey screens. It was developed in part based on questions directed to the help desk. If you still have questions after consulting the user's guide, please call the help desk toll-free at (888) 233-5421 or e-mail us at eadahelp@westat.com.

## Registration

## U.S Department of Education



Institution: Sample University (900001) (1)
User ID: E9000011
LOGOUT

## Registration

## Need help? Click here for screen instructions

- This screen should contain the name and contact information of the primary person who will enter the survey data. Review the screen and make changes, if necessary.
- Required fields are indicated with asterisks (*).
- Click the Update button to complete your registration, whether you've made changes or not.
- Once you have registered you can generate user ids and passwords for additional users.

| Sample University (900001) |  |
| :---: | :---: |
| First Name* | Keyholder |
| Last Name* | Name |
| Title* | Title |
| Address 1 * | Address 1 |
| Address 2 |  |
| City* | City |
| State* | District of Columbia |
| Zip* | $99999$ $\square$ |
| Phone* | $111-111-1111$ |
| Extension |  |
| Fax | $\square$ <br> $-\square$ $\square$ |
| E-mail Address* | keyholder@sampleU.edu |
| Confirm E-mail Address* |  |
| Comment | * Please use this box if you would like to provide additional contact information such as a cell phone number or the best time to reach you if there are questions about your survey. Also, if the person listed above is not the person who enters the data, please provide the name and contact information for the person who enters the data. This information is for the survey help desk staff only. It will not be seen by the public. |
|  |  |

## Institution Identification



## Screening Questions



## Sports Selection



## Athletics Participation



## Head Coaches Men's Teams



## Head Coaches Women's Teams



## Head Coaches Coed Teams



## Head Coaches' Salaries



## Assistant Coaches Men's Teams



## Assistant Coaches Women's Teams



## Assistant Coaches Coed Teams



## Assistant Coaches' Salaries



## Athletically Related Student Aid



## Recruiting Expenses

U.S Department of Education


## Recruiting Expenses - Men's, Women's and Coed Teams Need help? Click here for screen instructions

$\pm$ Screening Questions
$\pm$ Sports Selection
$\pm$ Participants
$\pm$ Head Coaching Staff
$\pm$ Assistant Coaching Staff
$\pm$ Student Aid
$\boxminus$ Recruiting Expenses
$\quad$ Recruiting Expenses M W C
$\pm$ Operating Expenses
$\pm$ Total Expenses
$\pm$ Total Revenues
$\pm$ Summary
$\pm$ Supplemental Info

SURVEY NAVIGATION/STATUS


If one of the above icons appears next to a data field or fields above, click on it to view a description of the error.
If you have a fatal error, you must fix it.
If you have a confirm or explain error, you must enter a confirmation or explanation in the pop-up box. (Do not use the caveat box for this purpose.) Then click on the Save button followed by the Refresh Screen \& Close button. The error icon will turn to gray to indicate that you entered text in the box.

| Previous | Save $\quad$\begin{tabular}{\|c|}
\hline
\end{tabular} Reset |
| :---: | :---: |

## Operating (Game-Day) Expenses by Team/per Participant



Total Expenses



## Summary



## Supplemental Information

U.S Department of Education

2012 Equity in Athletios-Disclosure Act Survey

Institution: Sample University (900001) (1)
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SURVEY NAVIGATION/STATUS FORMS FOR PRINTING HELP LOGOUT

## Supplemental Information (optional)

Need help? Click here for screen instructions
$\pm$ Screening Questions
$\oplus$ Sports Selection
$\pm$ Participants
$\pm$ Head Coaching Staff
$\pm$ Assistant Coaching Staff
$\pm$ Student Aid
$\pm$ Recruiting Expenses
$\oplus$ Operating Expenses
$\pm$ Total Expenses
$\pm$ Total Revenues
$\pm$ Summary

- Supplemental Info

Supplemental Information (optional)

SURVEY NAVIGATION/STATUS

This screen may be used to help the reader better understand the data you have provided, or to help a prospective student-athlete make an informed choice of an athletics program.
This information will be viewable on the EADA public website. Please do not include the names of
individuals or write messages to the help desk.
To explain specific data entered on a previous screen, please use the caveat box on that screen.


If one of the above icons appears next to a data field or fields above, click on it to view a description of the error.

If you have a fatal error, you must fix it.
If you have a confirm or explain error, you must enter a confirmation or explanation in the pop-up box. (Do not use the caveat box for this purpose.) Then click on the Save button followed by the Refresh Screen \& Close button. The error icon will turn to gray to indicate that you entered text in the box.

Previous Save |  | Next | Reset |
| :--- | :--- | :--- |

