**CCT Data Dictionary**

**First Destination Fields for Outcomes and Reporting**

**As of:**This documentation was last updated on 1/25/2020

***Note****: This is a temporary solution put in place in late January 2020 and should be revisited when a new approach to managing CCT work will be implemented (target implementation date: August 2020)*

**Overview:**

A First Destination record is defined as an Employment record where the "First Destination" field is not empty (contains either Employment or Graduate School).

There can be only one First Destination Employment record for any student. Only students anticipated to graduate or who have recently graduated should have a First Destination record.

**CAUTION:**Because of the way the Success UI is displaying and capturing information, alumni who have changed their minds about their first destination or have reported multiple different things to BL may have old data in fields that are no longer relevant. For example: a student originally thought they were going to pursue full time employment, so their First Destination was "Employment" and they did get a part-time job, but ultimately decided to pursue graduate school. Now their First Destination is "Graduate School" but the Employment Status would still show Part-Time.

Please see the First Destination Training page for detailed instructions on how advisors are supposed to capture the information.

Please see the [CCT Technical Documentation](https://tbl500amory.sharepoint.com/sites/CareerConnectionsandAlumni/SitePages/Technical-Documentation.aspx) for systems administrator considerations in managing these fields.

**Field Definitions:**

* **First Destination** - this field contains either Employment or Graduate School. When this field is not empty, the record is set as the student's First Destination record for outcomes reporting. When the field contains "Employment," the student is counted toward Employment metrics in FD outcomes reporting; when the field contains "Graduate School," the student is counted toward Grad School metrics in FD outcomes.
* **FD: Annual Salary** - if the alum is paid a salary, the gross annual salary amount should be entered here. This is used for comparison against industry or regional norms to determine if the first destination is mobilizing or not.
* **FD: Calculated Annual Salary** - a formula field that produces an annual salary by computing (FD: Hourly Wage x FD: Number of Hours per Week x 52). This is used for comparison against industry or regional norms to determine if the first destination is mobilizing or not.
* **FD: Career Related Scale** - on a scale of 1-5, with 1 being the least aligned and 5 being perfectly aligned, how aligned with the alum's overall career path is the first destination employment engagement?
* **FD: College or University Attending** - a text field that contains the graduate school that an alum has been admitted to and intends to enroll in
* **FD: Employment Status** - this field contains several options relating to the employment (full time, part time, etc). Additionally, it contains "No, Still Looking" and "No, Not Looking." When a record has a First Destination of "Employed" and a FD: Employment Status of "No, Still Looking," we know that this alum intends to pursue employment as their first destination but has not yet found a job.
* **FD: Hourly Wage** - if the alum is being paid hourly, this field contains the hourly rate of payment. When this field is filled in, the field FD: Number of Hours per Week should also be filled in.
* **FD: Number of Hours per Week** - if the alum is being paid hourly, this field contains the number of hours per week being worked. If this field is filled in, the FD: Hourly Wage field should also be filled in.
* **FD Grad School Reporting Date** - this is used only for outcomes reporting. It is set automatically. It contains the *first date* we capture both First Destination = "Graduate School" and FD: College or University Attending is not empty. This helps us report on successful First Destination in Graduate School within 6 months of graduation.
* **FD Employed Reporting Date** - this is used only for outcomes reporting. It is set automatically. It contains the *first date* we capture both First Destination = "Employment" and FD: Employment Status of anything other than empty, "No, Still Looking" or "No, Not Looking." This helps us report on all grads employed within 6 months of graduation.
* **FD Career Related Reporting Date** - this is used only for outcomes reporting. It is set automatically. It contains the *first date* we capture: First Destination = "Employment" and FD: Employment Status of anything other than empty, "No, Still Looking" or "No, Not Looking" and FD: Career Related Scale of 3 or above. This helps us report on all grads employed in an aligned job within 6 months of graduation.
* **FD Stable Reporting Date**- this is used only for outcomes reporting. It is set automatically. It contains the *first date* we capture both First Destination = "Employment" and FD: Employment Status of either "Full Time (30+ hours)" or "Fellowship." This helps us report on all grads with stable employment within 6 months of graduation.
* **FD Mobilizing Reporting Date**- this is used only for outcomes reporting. It is set automatically. It contains the *first date* we capture First Destination = "Employment" and FD: Employment Status of either "Full Time (30+ hours)" or "Fellowship" and  FD: Career Related Scale of 3 or above. This helps us report on all grads with mobilizing employment within 6 months of graduation. Please note that this field cannot currently include a salary comparison, which must be done manually outside of Salesforce.