With Cognos, you can create a condensed list report. A condensed list report is a report where two (2) or more data items are in a single cell.
Steps:

1. Create a basic list report including any filters or prompt pages (our example filters on [Admission Application].[Admissions Application].[ACADEMIC_PERIOD] = '201080' and the pre-defined filter of Admit Selection)

2. Select the Unlock icon from the toolbar

3. The icon with change to unlocked

4. Select the Toolbox tab from the Insertable Object Pane
5. Select the Table object and drag it inside the COLLEGE_DESC column to the right of <COLLEGE_DESC> (look for the flashing line)
6. Change your table size to 1 column and 3 rows
7. Click OK

8. The table will be inserted into the COLLEGE_DESC cell
9. Drag `<COLLEGE_DESC>` into the first cell of the table
10. Continue with `<MAJOR_DESC>` in the second cell
11. Finish with `<DEPARTMENT_DESC>` in the third cell

12. Select the **Text Item** from the Toolbox tab
13. Drag it in front of `<COLLEGE_DESC>`
14. The **Text** window will open
15. Enter a **space**
16. Type **College:**
17. Enter two **spaces**
18. Click **OK**
19. Continue Steps 12 - 18 typing the words **Major** and **Department** for the corresponding items
20. **Ctrl+click** inside the **MAJOR_DESC** and **DEPARTMENT_DESC** columns
21. **Right click** inside the selected area
22. **Select Cut**

23. Change the **COLLEGE_DESC** column heading to **COLLEGE INFORMATION**
24. Select the **Lock** icon on the toolbar
25. Run your report
For additional information regarding Cognos, policies and access, or modifications to the ODS, contact the Business Intelligence Team at cognos@kent.edu. For technical assistance, contact the IS Help Desk at 672-HELP (4357).