

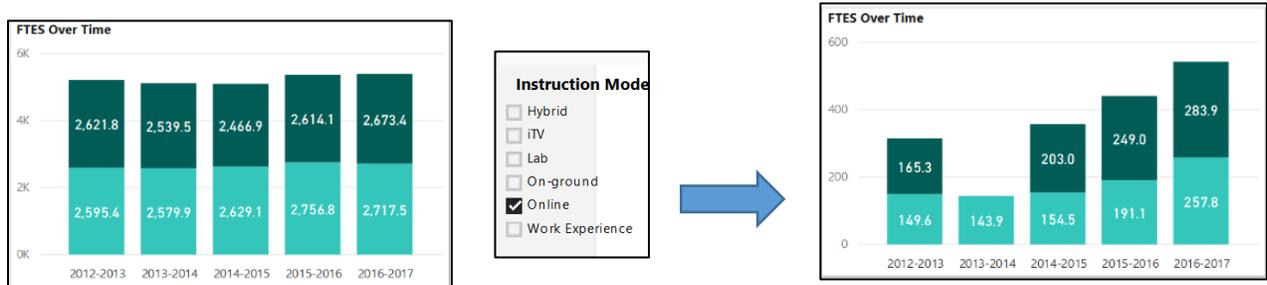
Interactive Data Dashboard Reports – Quick Guide

The FLC Data Dashboard Reports use *Microsoft Power BI* to display data visually in a variety of ways, such as bar charts, tables, line graphs, or many others.

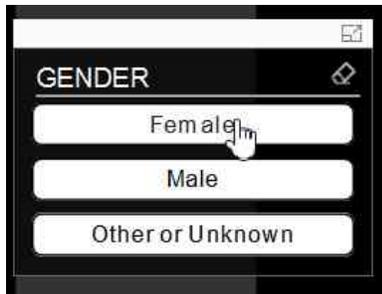
Interactive data filters can be used to change what data is displayed in real time. This can allow a user to ask specific questions of the report to uncover only the data relevant to their needs.

In the example below:

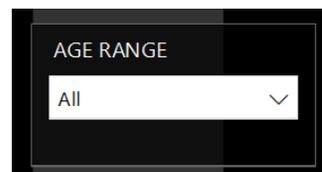
- All FTES over time is displayed in the default view.
- After a filter for “Online” courses is applied, only Online FTES over time is displayed in the view.

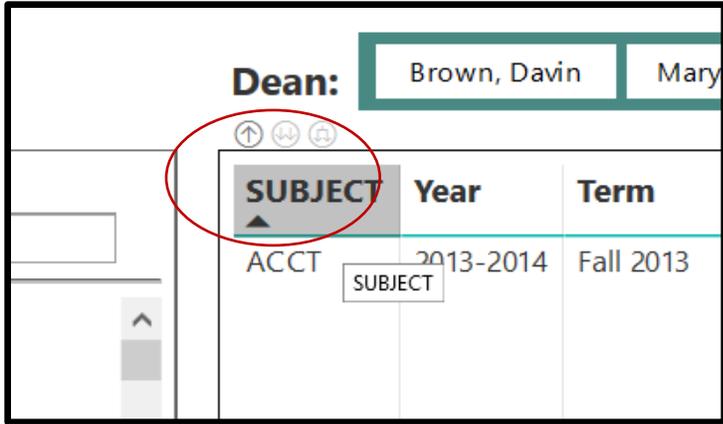


Applying Filters to Data:



- Filters come in many formats, such as buttons, icons, sliders, or drop-down selection menus
- Clicking a button or making a drop-down selection will cause linked charts or tables in the report view to update to show the related data.





Drilling Down:

- Some visualizations will allow you to “drill” down or up to control the level and amount of data displayed at a time.
- To do this, move your mouse to the top left of a visual chart or table and look for arrow button (such as those pictured to the left.)

Using drill down or up can get rid of extra rows of unnecessary data so that you can more easily see what interests you, or it can allow you to dig deeper to see more detail. Try playing with it!

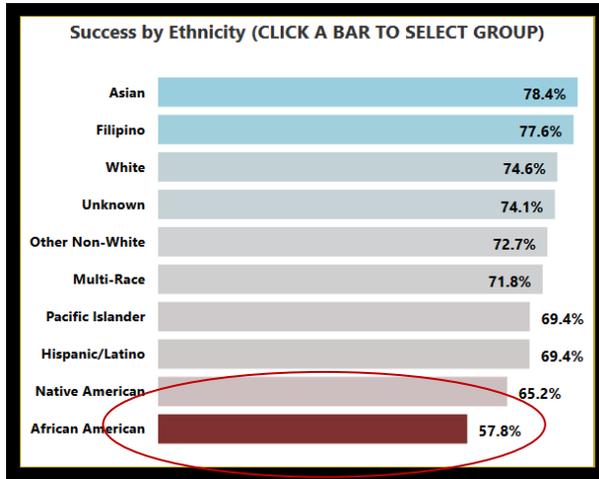
SUBJECT	Year	Term	Course #	Success Rate
ACCT	2017-2018	Fall 2017	103	81.5
			107	100.0
		Spring 2018	301	72.2
			311	74.7
	2017-2018	Fall 2017	341	75.0
			Total	75.2
			104	82.4
			107	95.0
			121	75.0

With all data showing, subject area data is shown broken down by year, term, and course number.

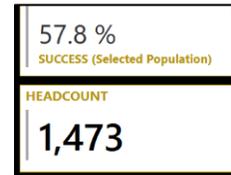
After drilling up, only aggregate data for academic year are shown under each subject area!

SUBJECT	Year	Success Rate
ACCT	2013-2014	79.3
	2014-2015	78.4
	2015-2016	76.6
	2016-2017	75.8
	2017-2018	76.8
	Total	77.4
ADMJ	2013-2014	79.8
	2014-2015	78.1
	2015-2016	71.7

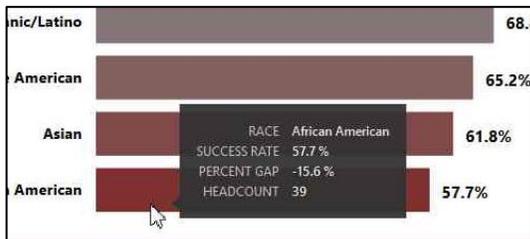
Highlighting:



- Highlighting is another quick way to select the data you are interested in seeing:
 - Clicking on data in an active chart or table will cause that group to “highlight” and any data in linked charts will update.



Tooltips:



- Tooltips can help you find out more detailed information about a piece of data quickly.
- Simply let your mouse pointer hover over a data point on a chart, graph or table and the tooltip will pop up in a black box with more info.

Resetting filters:



- Most filter selections function like an “on/off” switches – click a button once to select and twice to unselect.
- Many filters also have a “Clear All” Option. This is usually in the top Right and is seen as either an eraser icon or the words “Clear All.”



Report Navigation:

- Many reports have multiple pages. To view different pages of the report, use the forward > and back < arrows located at the bottom of the page