

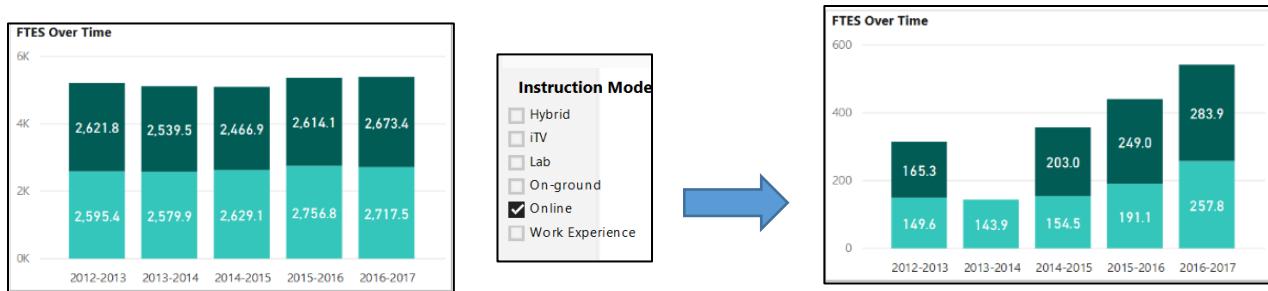
Interactive Data Dashboard Reports – Quick Guide

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.

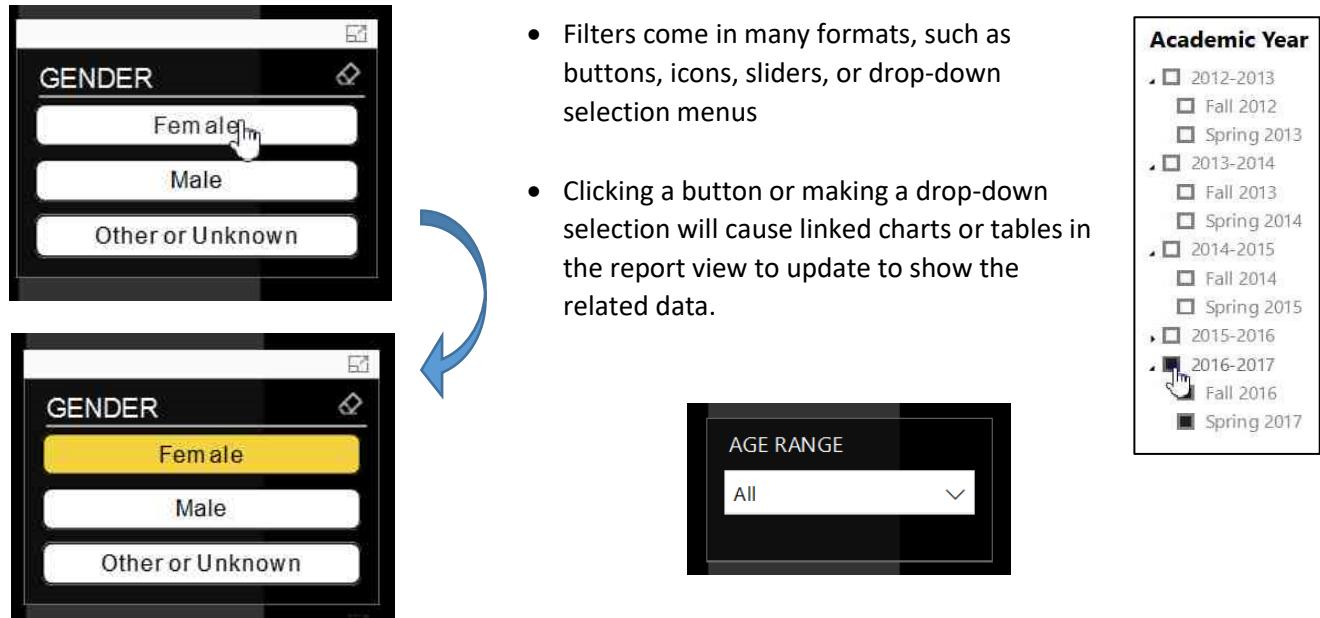
Interactive data filters can be used to change what data is displayed in real time. This can allow a user to ask specific questions of the report to uncover only the data relevant to their needs.

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:

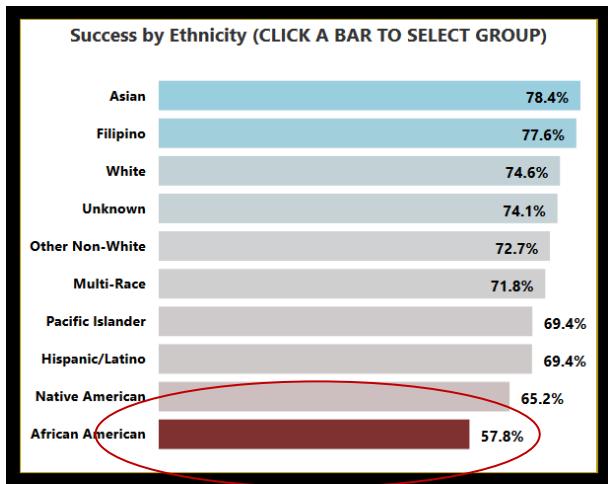


• Filters come in many formats, such as buttons, icons, sliders, or drop-down selection menus

• 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.

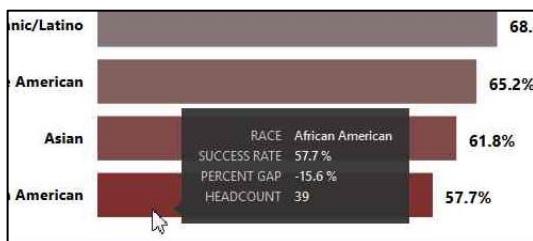
<input type="checkbox"/> 2012-2013
<input type="checkbox"/> Fall 2012
<input type="checkbox"/> Spring 2013
<input type="checkbox"/> 2013-2014
<input type="checkbox"/> Fall 2013
<input type="checkbox"/> Spring 2014
<input type="checkbox"/> 2014-2015
<input type="checkbox"/> Fall 2014
<input type="checkbox"/> Spring 2015
<input type="checkbox"/> 2015-2016
<input checked="" type="checkbox"/> Fall 2016
<input checked="" type="checkbox"/> Spring 2017

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.



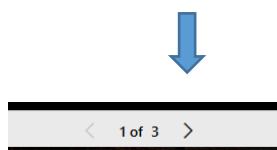
Tooltips:

- 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