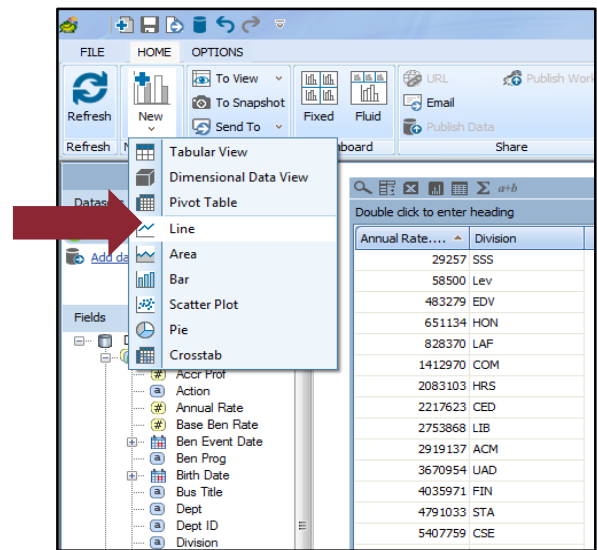
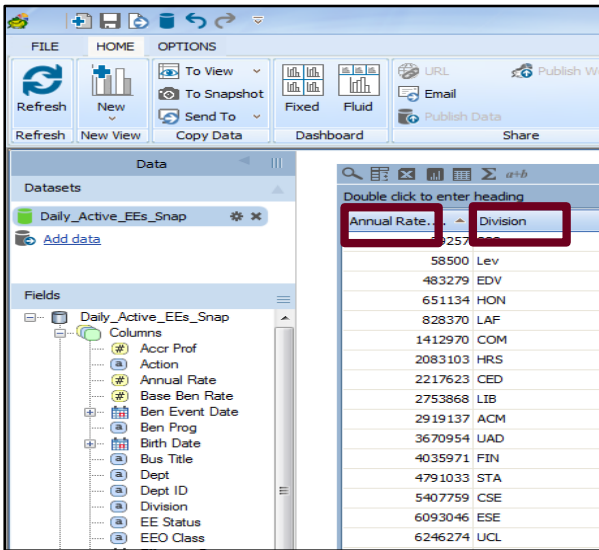


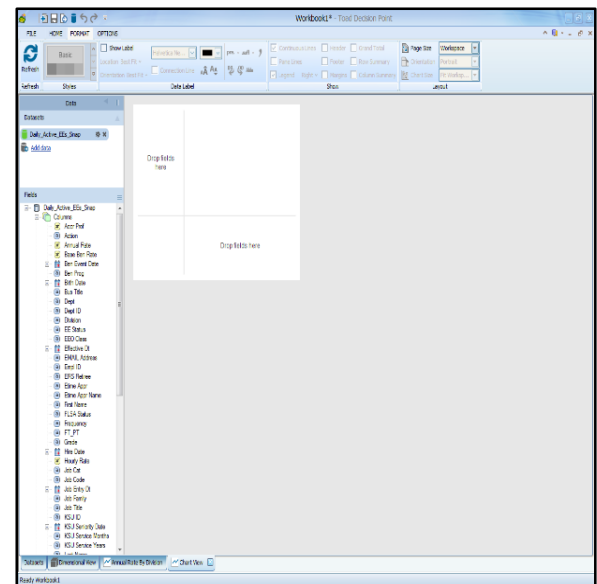
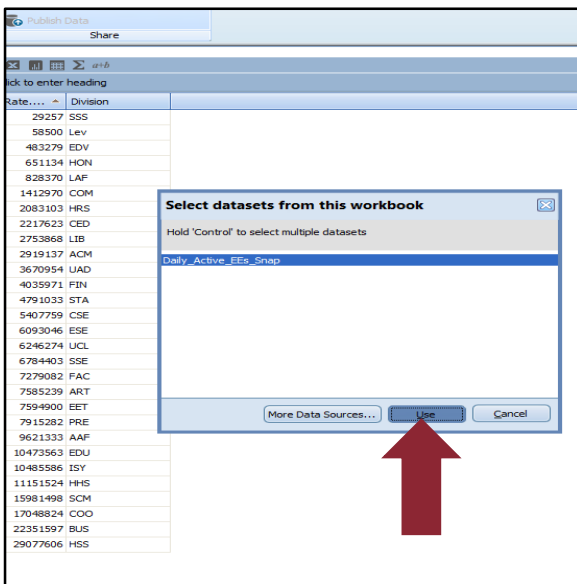
Tips & Techniques: Creating Dashboards in Data Point Viewer

In addition to providing report generation tools to users, Data Point also offers various dashboard capabilities. This allows you to create multiple graphs of any kind (pie chart, bar graphs, line graphs, etc.) and to display your report all on one view.

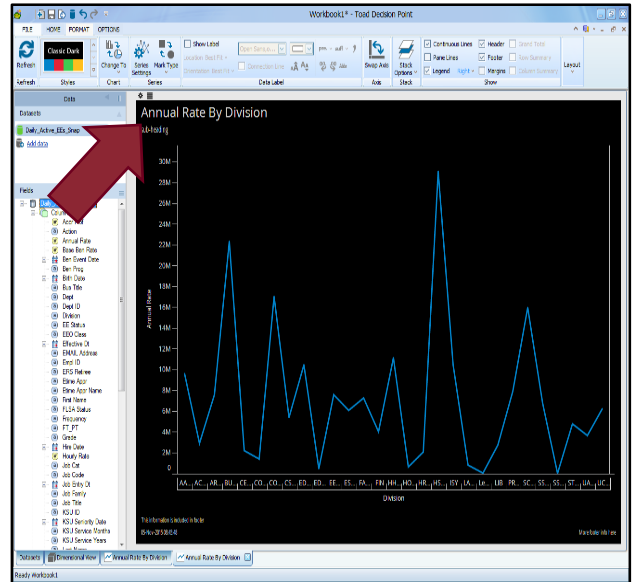
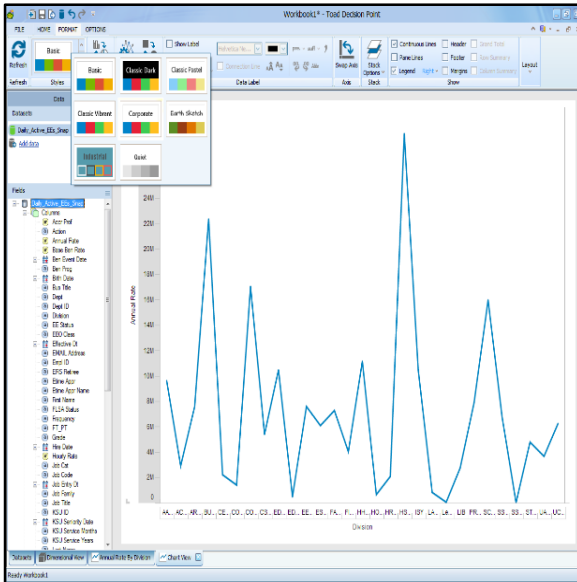
1. To begin, we need to choose what variables we want to display graphically. Open Data Point and select the variables of interest. For this example, we will look at Annual Rate and Division. Click on the “New” dropdown icon. This dropdown gives you the opportunity to select the graph style you want. Choose “Line” graph.



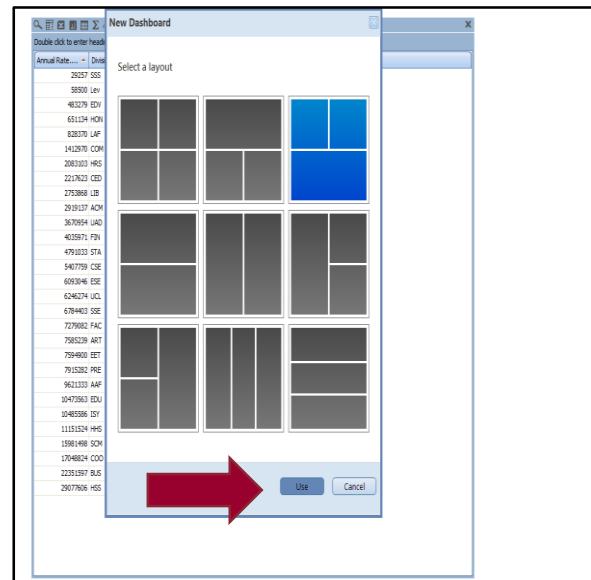
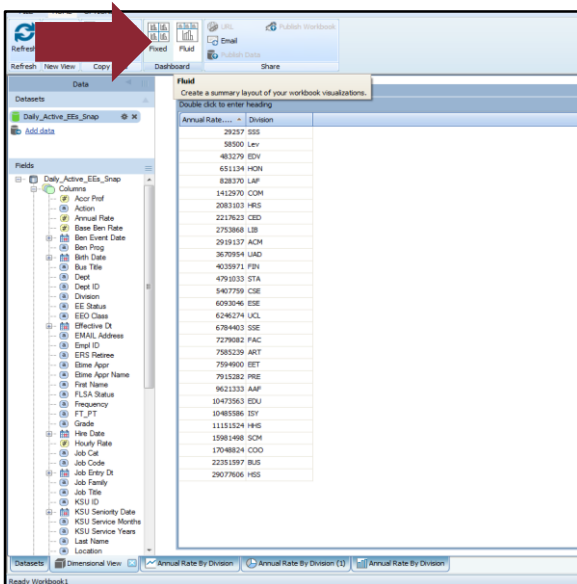
2. A new window will pop up. Verify that the dataset you wish you use for your graph is selected and click “Use.” After the dataset has been selected, a new sheet will appear. Select the variables you want to display in the respective axes.



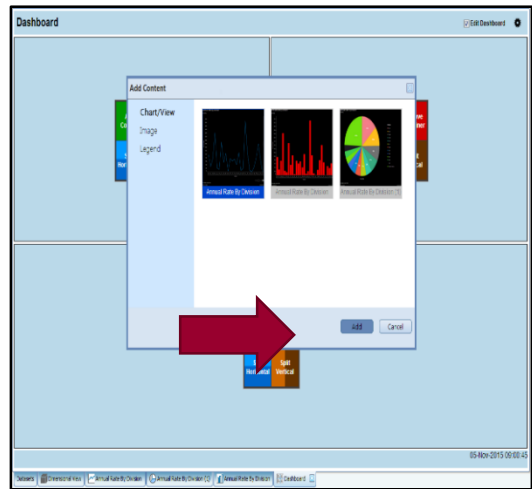
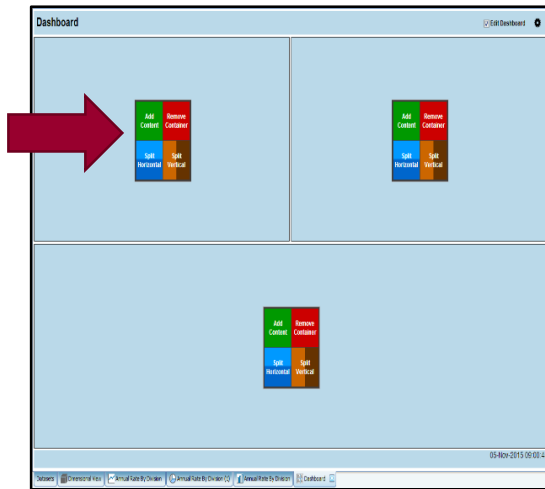
- Your chart has been created. You can apply a theme to change colors of the graph or stay with the default layout. For this example, we are going to add a theme by clicking on the “Basic” icon. Click on the “Chart View” text within your graph to change the title of the image



- We are going to create three more graphs in the same way with the same information. To make a new graph, go to the original Dimension View and click on the “New” icon. After these graphs have been created, we can create our dashboard. To create a dashboard, go to the Dimension View and click on the “Fixed” icon at the top of the page. A new window will pop up. Click on all the visualization layout you wish to include in your dashboard. Click on “Use.”



- The dashboard layout will display in a new window. To add your visualization to the document, click on the green “Add Content” button. Select the graph you want to add to that particular location. Now, click on the “Add” button.



- Repeat the previous step to include all the graphs that you want to include in your dashboard. If you need to remove a graph click on the red “Remove container” icon. Once you are ready to complete your dashboard, uncheck the “Edit Dashboard” icon in the upper right hand of the page. This will remove the editing icons. If you want to send your document to someone, you can click on the wheel symbol beside the “Edit Dashboard” icon and highlight the generated URL

