

# DATA DASHBOARD QUICK REFERENCE

For Experienced Users

THE ANNIE E. CASEY FOUNDATION

- Most views have additional information that appears when you move your cursor over a data point. These are called “**Tooltips.**”
- Every page has a **small back arrow** in the upper left of the screen. The easiest way to switch views is to click that arrow to return to the Table of Contents.
- There are 139 measures in the system, organized into 14 groups that roughly track the progress of a case through the system. Detention measures are at the end, after placement.
- The **Measures** dropdown menu shows the group names and the measure names. The measure names are indented to the right. Be sure to select a measure, not a group.
- Most **Race** dropdown menus allow you to select multiple races if you hold the control button while you click.
- On your first visit to a **One Site** tab, the chart space will be blank until you select a site.
- In the tabs that allow you to view multiple sites at a time, there are two options for how data is displayed.
  - **Raw Counts** shows you actual numbers.
  - **Normalized** shows you a population-based rate — specifically, the number relative to every 10,000 people under age 18 in the jurisdiction.
- The views that show multiple sites have two groups of filters. The **green row** across the top has filters that allow you to change what data you are viewing. The **yellow column** to the left has filters that allow you to narrow which sites you are viewing. Each filter has an eraser in the upper right corner.
- One of the 14 groups of measures is average **Probation Length of Stay**. Average length of stay measures should only be viewed in **Raw Counts** mode. If you view an average length of stay in **Normalized** mode, a warning will appear on screen.
- Some **All Sites** views have too much data to fit into one window. Use the horizontal scroll bar to see all data or use the dropdowns in the **yellow column** to show a smaller number of sites.