About Interactive Dashboard

Dashboards allow users to quickly obtain information about the University of Wisconsin – Green Bay. Each dashboard can be filtered on different criteria, and multiple filters can be applied at one time.

Some of these interactive dashboards contain multiple pages. Within each page there are multiple panels that can contain tables or chart. For additional information about the data or definitions there is a Notes page on each dashboard.

If you have questions please contact the Office of Institutional Strategy and Effectiveness at surowies@uwgb.edu.

Navigating

To navigate through the different parts of the Dashboards begin by clicking on one of the tabs at the top. This sample is the Enrollment Dashboard, there will be individual dashboard differences. Across the top you will see tabs for the available pages, click on it to go to that page. It will automatically open to the first page, in this case "Overall".

Enrollment Dashboard									
Overall	Student Level	Admit Type	By Course	Notes	Dates	>			

When you are on the page you will see a variety of different components. When you hover over different areas of the tables and charts additional information will appear.



Filtering

You can use the filters to look at different segments of the information. All the filters have dropdown menus. Use the down arrow to see the options under that filter. You can click or unclick different option or you can use the Search Box. To use the Search Box first uncheck "All", then type in what you are looking for.

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Select View				
Year ampus (AII) The AII	• •	(AII) ✓ 2020 ✓ 2019 2018 2017	Search Box	;
ere are 2 ways to clear the filters you have			1	
 To clear individual filters you can use the funnel with the red X 	(Multiple values)	t _X]	
located near the filter $~~$.		5		1
 For dashboards with multiple pages you can clear all the filters at once by clicking on the Revert symbol . 	Overall	Student Level	Admit Type	

Downloading

The tables and charts can be downloaded in a variety of ways. Scroll to the bottom of the page. The download icon is located at the

very bottom of the tableau screen 🖵 .

 Click on the Download Icon and then click on how you wa Image – creates a .png of the whole das Data – exports to Access, only the table Crosstab – exports to Excel (.csv) PDF – creates a PDF of the whole dashbut it will ask you to choose settings before Tableau Workbook – creates a file that of with Tableau Reader. 	Download Select your file format. Image Data Crosstab Top Tableau Workbook Get the App	
It will then ask you which part you want to download. The check indicates which will download. One will automatically be checked. If you don't want that one click on the other to choose that one. Click on the Download button.	Select a sheet from this storypoint Image: Select a sheet from this storypoint </td <td>Cancel</td>	Cancel

Troubleshooting

Navigating - If you click on one area on a chart or table you will notice that it will be highlighted, this is a form of filtering. Click on that area again to remove the highlighting.



Downloading - If all of the download options are not available try clicking on an area within what you want to download. For example on the heading in the Table (eg. Academic year).