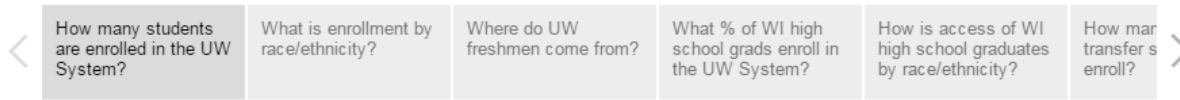


UW System Accountability Dashboard User's Guide and FAQ

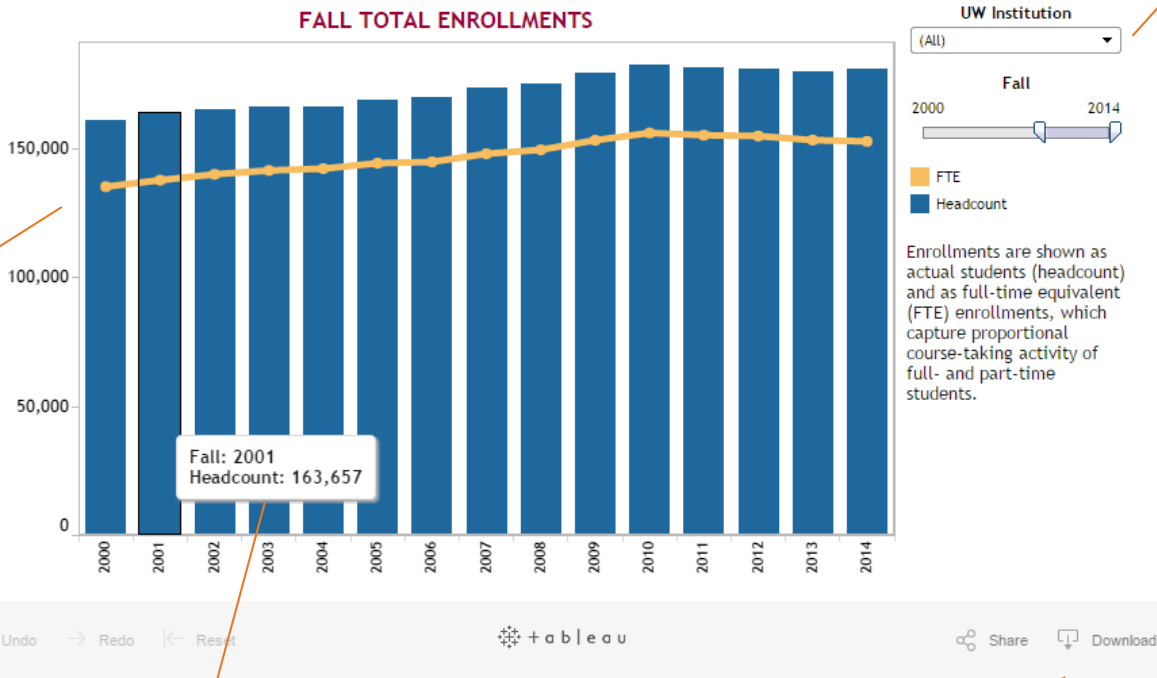
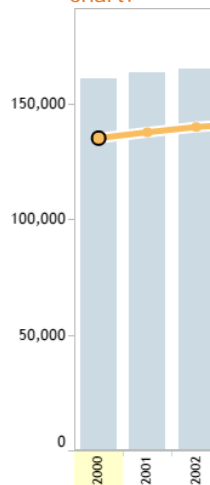
ACCESS

Use arrows or click on each "story point" to explore the topic. The current story point is shaded.



Filter by UW Institution and other characteristics. If you select more than one UW, the values are added together in the chart. Here, UW System total is shown because (All) is selected:

Click a point on the chart to highlight it. To unhighlight, click in the same spot or in the white space inside the chart.



Hover to see detail in a tool tip. (The tool tip won't appear if a drop-down filter is extended.)

Download the dashboard as an image or PDF. Or, embed it in your website with the Share link.



Minimize the filter by clicking the down arrow or clicking just outside the filter box.

Technical Notes

Click on Technical Notes for definitions of terms and other detail about the data.

Frequently Asked Questions (FAQ)

1. What devices and/or browsers should be used to view the dashboard?

The dashboard portion of each webpage (example above) is designed to be viewed on a screen 1024 x 768 or larger. This size accommodates desktop and laptop computers as well as many tablets. The dashboard is designed for use with Internet Explorer 9, Firefox 39, Chrome 44, and Safari 8.

2. What if I want to view the dashboard on a phone or a smaller-sized tablet?

On smaller screens, only the left side of the dashboard will be visible. Orienting the screen in landscape mode will allow more of the dashboard to be visible. On Android devices, touchscreen navigation may allow you to swipe to show the right side of the dashboard and use the filters available on that side of the dashboard. The webpage containing the dashboard is responsive, so the Technical Notes button and items in the web page header and footer should be fully available.

3. My screen is big enough to see the whole dashboard, but some of the text descriptions appear to be cut off. What's going on?

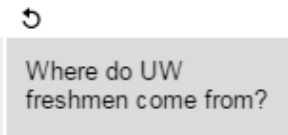
If a browser is set to a different magnification, the text is shown at a different size and part of it may be cut off. This problem may be resolved by adjusting the zoom in your browser. In many browsers, zoom is available through Settings or by using Ctrl + or Ctrl - keys.

Similarly, this problem may arise if the computer display is set to a magnification greater than 100%. In Windows, see Control Panel -> Display to adjust the magnification.

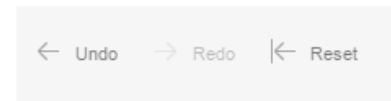
4. My screen is big enough to see the whole dashboard, but some of the chart elements (like the axis labels) seem to be missing. What's going on?

Occasionally, when the dashboard loads in the browser, some chart elements are dropped or not completely loaded. In virtually all cases, this can be resolved through one of the following methods:

- Reset the chart by clicking on the curved arrow above the story point. (Note the arrow only appears after an interaction such as using a filter or clicking on a chart element.)



- If the problem persists, reset the dashboard by clicking on the button in the lower left of the dashboard. (This will return the dashboard to the first story point.)
- If the problem persists, reload the entire web page using the Refresh or Reload button of your web browser.



If none of the above steps resolves the problem, email opar@uwsa.edu and include the story point question and/or chart title with a description of what appears to be missing.

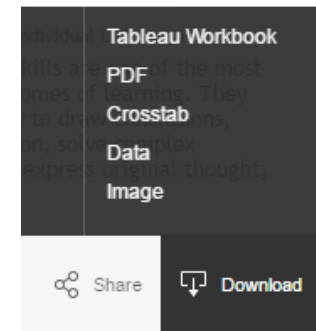
5. When I visit the web page, I see everything on the page (title, description, Technical Notes button) except the dashboard part. (In other words, I don't see anything like the example on the first page of this document.)

The dashboard content is embedded in the web page from an external domain: Tableau Public's web service. Sometimes a web browser's privacy settings or extensions may prevent content from external domains from being displayed. Possible solutions include modifying privacy settings, running Firefox in safe mode, or running Chrome in an incognito window.

6. How can I download the data used in the dashboard?

There are two ways to download data.

- Click on the white space of the dashboard (somewhere below the story ribbon and above the footer menu). Then, click on the download button in the lower right of the dashboard. Select Crosstab or Data. Note: if Crosstab and Data are greyed out, close the download menu, click on the dashboard a few times, and then try again.



- Click on the y-axis of the chart, but **not** on the sort icon that appears when you hover over the axis. Clicking will reveal a pop-up menu. Click on the rightmost icon that looks like a data table.



7. Is there any personally-identifiable data available through the dashboard?

All data available in the dashboard are aggregated; no individual data are included. To further protect privacy, aggregated data on educational outcomes such as retention and graduation are excluded when counts are small.