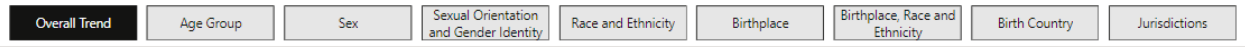# Dashboard Instructions

The dashboard is built in Power BI and consists of several interactive elements. Below are general instructions on how to use the dashboard. Note that not all the dashboard pages have the same elements or data to report.
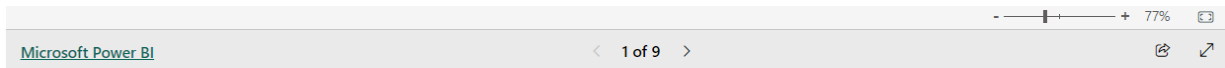
Navigation
The dashboard is organized into pages. To navigate to another page,

(1) use the navigation buttons at the bottom of each page

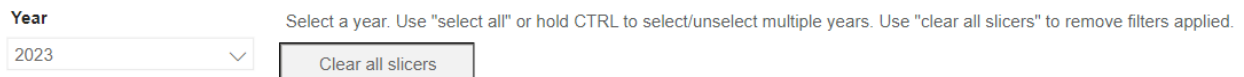or (2) use the left < and right > arrows at the bottom center of the dashboard frame.

> Page 1: Overall Trend
> Page 2: Age Group
> Page 3: Sex
> Page 4: Sexual Orientation and Gender Identity
> Page 5: Race and Ethnicity
> Page 6: Birthplace
> Page 7: Birthplace, Race and Ethnicity
> Page 8: Birth Country
> Page 9: Jurisdictions

Nested Page
In the "Race and Ethnicity" page, the navigation button "Cases by Detailed Race" leads to a nested page. Users can return to the previous page by using the navigation button, "Cases by Race and Ethnicity".

Filters
"Age Group", "Sex", "Race and Ethnicity", and "Birthplace" Pages: Users can filter data by year. Use "select all" to select all the years or hold CTRL to select/unselect a single year or multiple years. Once the filters are selected, the visuals will automatically update to reflect the filtered data. Use "clear all slicers" to remove filters that were applied.

"Birthplace, Race and Ethnicity" Page: Users can filter data by year. Note that "hold CTRL" cannot be used in this table to select multiple years at a time. Once the filter is selected, the visuals will automatically update to reflect the filtered data.

2019	2020	2021	2022	**2023**

"Jurisdictions" Page: Two filters are available so that at least one jurisdiction and/or at least one year can be selected. Both filters include "select all" in the dropdown. Use the "select all" option or hold CTRL to select/unselect multiple options. Once the filters are selected, the visuals will automatically update to reflect the filtered data. To remove filters that were applied, (1) use "clear all slicers" or (2) hover your mouse pointer to a filter's top right corner and click on the "eraser" icon to clear the selections of that specific filter.

Select a jurisdiction and/or year. Use "select all" or hold CTRL to select/ unselect multiple options. Use "clear all slicers" to remove filters applied.

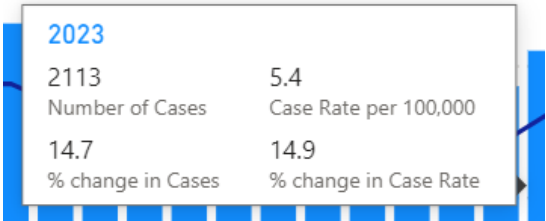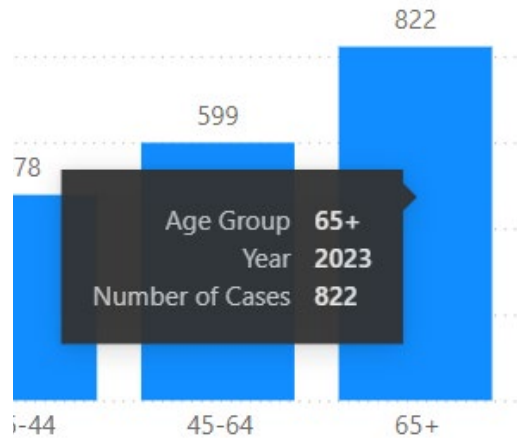**Jurisdiction**

All ∨

Year

2023 ∨

Clear all slicers

Tooltips

Move the mouse pointer so that it hovers over a visual on any dashboard page. A pop-up window, referred to as "tooltips", will appear. Tooltips may contain additional information about the data (e.g. year, case rate, etc.). As you move the mouse pointer over different visuals, the tooltips will automatically update to describe the data. Below are some examples of tooltips according to the dashboard page:
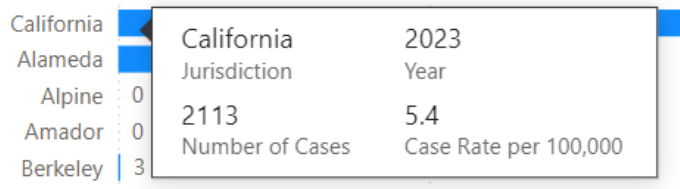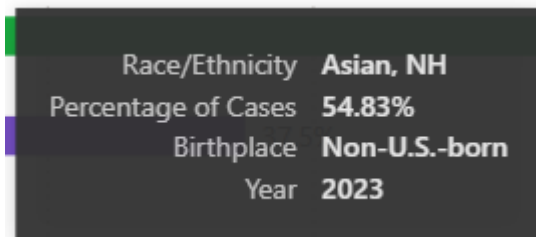
Page 1 Tooltips

2023

2113	5.4
Number of Cases	Case Rate per 100,000
14.7	14.9
% change in Cases	% change in Case Rate

Page 2 Tooltip

Page 9 Tooltips

Page 7 Tooltips

Visualizations

The dashboard provides an interactive experience. As you interact with the dashboard by clicking, filtering, or hovering your mouse pointer, the visuals will update dynamically. Below are some examples of how you can interact with the dashboard.

- **Bar Charts**
  - o In the "Overall Trends" page, click on a single bar or hold CTRL to select/unselect multiple bars to highlight. Click anywhere on the visual to remove the highlighted bar(s).
  - o In the "Birthplace" page, click on a category or hold CTRL to select/unselect multiple categories to highlight on one visual. Alternatively, you can click on a bar or hold CTRL to select multiple bars to highlight. You will notice how the other visuals respond and update according to your selection.
  - o In the "Birth Country" page, click on a country name or a bar (or hold CTRL to select/unselect multiples of either one) in the "case rates" visual

to highlight. You will notice how the "cases" visual responds and highlights the same selections.

- **Donut charts**
  - o In the "Age Group" page, move your mouse pointer to hover over a slice of the donut. If you click on a slice, the associated bars in the two bar chart visuals become highlighted according to your selection. Hold CTRL to select/unselect multiple donut slices and the visuals respond accordingly.

- **Buttons**
  - o In the "Sexual Orientation and Gender Identity" page, click on either the "Sexual Orientation" button or the "Gender Identity" button. You will notice how the two visuals respond and update according to your selection.
  - o Most dashboard pages include an "INFO" hyperlink button next to "Note". When you <u>hover over</u> the button, additional notes about the data are provided. When you <u>click</u> on the button, a new browser page loads with the "About the Data - Tuberculosis" document for further technical data notes.

- **Focus Mode**
  - o Move your mouse pointer to hover to the top or bottom right corner of a visual to locate "Focus mode". Select focus mode to enlarge the visual. If a filter is applied in the dashboard page, note that the filter is kept while in focus mode. Return to the dashboard page using "back to report" at the top left corner.

- **Full Screen Mode**
  - o Click on the double-ended arrow at the bottom right corner of the dashboard frame to enter full-screen mode. Use ESC to close out of full-screen mode.

Download the Data

All the underlying data for the dashboard can be downloaded as one Excel file. The file is organized into multiple worksheets.