• Upon opening the dashboard file, you will be taken to the Main Menu. The Main Menu serves as the dashboard’s directory, with each button leading to a different category of CCR data, as well as internal and external resources.

• To view a particular data element using interactive charts, first click on the category of data you would like to view. You may be taken to a secondary menu page.
• Click on the button corresponding to the data you’d like to view, and you will be taken directly to a page where customizable visualizations of the data can be created.

• For each chart, you will need to use the slicer menus located on the left-hand side of the page to make the appropriate selections (e.g., counties, years, etc.).

• To make more than one selection in any of the slicer menus, hold down the “Ctrl” key while clicking each of your choices. After letting go of the “Ctrl” key and mouse, the chart will automatically update with your selections:

• Some pages have many charts, so you may need to scroll down the page to view all charts.
• Please be aware that if you select both CWS and Probation from the Agency menu, data for CWS appears on the left side of the chart, and data for Probation appears on the right side of the chart.

• The interactive charts are also open-sourced, allowing you to change the type of chart shown. For example, a chart may have a default bar chart setting. If you prefer to visualize this data as a line chart, right-click anywhere within the chart area and select “Change Chart Type” from the pop-up box.
• Then, select your desired chart type from the menu and click “OK”:

![Change Chart Type dialog box](image)

• Please note that some chart types may not work well with the data. For example, when multiple counties or agencies are selected in the slicers, lines in line charts are connected between the counties and/or agencies.

• Dashboard data are also available as a raw spreadsheet. Links to raw data tables can be found at the top of each charts page. Clicking on the link will guide you directly to the corresponding raw data table:
• Definitions and Methodology documents are available for each category of data on the dashboard. Links to these documents can be found at the top of each charts page. Clicking on the link will open up a new document. It is best to have the Definitions and Methodology document and the Dashboard open at the same time so you can refer back to the charts in the Dashboard as you read the definitions and methodologies.

• Clicking on the link corresponding to a chart topic will provide you with the information regarding that topic.
• To navigate back to the Main Menu in the Dashboard, use the navigation area located at the top of any page in the Dashboard: