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Green Digital Skills Greenprint Presentation

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Vision

What are your “why”, “what” and your impact goals?

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My Vision Statement

I selected this project because it is usefull to implent as I work in Exel and I think that improving the design of the final results in a sustainable mode will be a great contribution.

The Excel Dashboard is used to display overviews of large data tracks. The dashboards ease the decision-making process by showing the vital parts of the data in the same window.

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Big Idea

What is the idea you have for your organization?

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My Digital Design Big Idea

I want to do data analysis in a sustainable mode, to make Excel dashboards ‘ design with less carbon footprint.

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Greenprint

What would it take to implement?

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Readiness

- Organizational : The working process in Excel is done by myself. I make the final decision about the design of the results. The stakeholders : Exel is used in a lot of areas like : business, statistic, education, research, etc.
- Functional : I have to search on internet how to present the final results in Excel` dashboards in a more sustainable way.
- Technical : It is easy to implent, it requires only my implication to make a sustainable design.

The gaps can be due to :

- personal preferences of stakehoders for a more complicated design, which can be less sustainable ;
- the big amount of unprocessed data will higher the amount of working time, leading to energy consumption ;
- misinformation and wrong questions established for data analysis which do not correspond to interest of the stakeholders, leading to doing all the work over again.

Initiative

Making a more sustainable Excel design aims to minimize waste and promote responsible resource use.

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Description

Here are some ideas on how to make a sustainable Excel dashboard:

1. **Optimize the design:** Keep the design of the dashboard simple and clean, with minimal graphics and images. Use colors sparingly and choose a light background color to reduce the amount of energy required to display the dashboard.
2. **Use efficient formulas**: Avoid using complex formulas and functions that require a lot of processing power. Instead, use efficient formulas that require less processing power, such as SUM and AVERAGE.
3. **Minimize file size**: by removing unnecessary worksheets, converting to binary format (XLSB), delete Pivot Cache, compress the file (zip format).
4. **Use data validation**: Use data validation to prevent errors and reduce the need for data cleanup.
5. **Use conditional formatting**: Use conditional formatting to highlight important data and make the dashboard more visually appealing. However, **avoid using too many conditional formatting** rules, as this can increase the processing power required to display the dashboard.
6. **Use efficient chart types**: Choose chart types that are efficient and easy to read, such as bar charts and line charts. Avoid using chart types that require a lot of processing power, such as 3D charts and pie charts.

Audience

The results of data analysis can be used by a **wide range of individuals and groups**, depending on the nature and scope of the analysis.

One of the main beneficiary is the ***Executives and management***.
These stakeholders may be interested in the insights and recommendations that come from the data analysis, as they can make data-driven decisions and improve overall performance.

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Objectives

The objective of sustainable Excel design is to create Excel spreadsheets that are environmentally and socially responsible, and that support the principles of sustainability.

Acording to the Responsible Designer's Guiding Principles, the final product will be :

1. ***Efficient*** - to reduce the amount of energy required to create and use spreadsheets.

2***. Open-*** be accesible, allow for the open exchange of information, and allow users to control their data. This can be achieved by using using clear and concise formats and providing information in an easy manner.

3. ***Honest***- to promote transparency and accountability by providing clear and understandable data and analysis, and by ensuring that data is accurate, reliable, and accessible to all stakeholders.

4. ***Regenerative***-Support an economy that nourishes the people and planet. To support collaboration and teamwork, while also promoting data security and privacy.

5. ***Resilient***- function in the times and places where people need them most.

Modality

1.Create a list of questions that need be analyzed, to reduce the amount of data and time.

2.Use right formulas to filter the needed data from overall. Remove unnecessary formulas.

3. Create dasbords using Pivot tables and Pivot Charts

4. Use simplyfied design, compress images.

5. Reduce the size of the file.

Experiences

The experiences gained after implementing these recommendations in work will help to reduce waste, carbon footprint and promote responsible resource use.

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Content

There is some information that can be implemented by our will, so implementing sustainable design for Excel dashboards.

Success Criteria

- **1 MB** of file size can be estimated to produce **20 grams of CO2.**
- If you want to use the file later in Power BI, it should be smaller than 1 GB.
- In the 32-bit version of Office, the maximum files size for a workbook containing a Data Model is 2 GB, and the maximum memory that can be consumed by a workbook is 4 GB.
- Most email services have a maximum attachment size limit of around 25 MB.

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Elevator Pitch

Excel dashboards make it easy to perform quick overviews of data reports rather than going through large volumes of data, making so quick and data- driven decisions since one can skim through a lot of information within a short time.

Making a more sustainable Excel design aims to minimize waste, size of the file and promote responsible resource use, while also supporting the well-being of people and communities.

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Thank you!

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