**Integration Documentation**

**Process: Document the process of importing data into Excel and ensuring consistency.**

**Steps:**

1. **Open Microsoft Excel**:
   * Launch Excel on your computer.
2. **Load the Data into Excel**:
   * Copy and paste the dataset downloaded from [UNSDG](https://unstats.un.org/sdgs/dataportal), [UNdata](https://data.un.org/).
3. **Create Pivot Tables and Charts for Analysis**:
   * **Pivot Tables**:
     + Go to the "Insert" tab on the ribbon.
     + Click on "PivotTable" and select the data range from the imported dataset.
     + Choose where you want the PivotTable to be placed (new worksheet or existing worksheet).
     + Drag and drop fields into the Rows, Columns, Values, and Filters areas to create your desired summary.
   * **Charts**:
     + Select the data you want to visualize.
     + Go to the "Insert" tab on the ribbon.
     + Choose the type of chart you want to create bar chart.
     + Customize the chart as needed.
4. **Design the Dashboard with Interactive Elements**:
   * **Dashboard Layout**:
     + Create a new worksheet for the dashboard.
     + Arrange the pivot tables and charts in a logical and visually appealing layout.

**Summary:**

* **Loading Data**: copy and paste the downloaded dataset.
* **Creating Pivot Tables**: Creating the PivotTables.
* **Designing the Dashboard**: Creating the final dashboard layout with charts, pivot tables.

By following these steps, you can ensure that your data is accurately imported into Excel and that your dashboard provides meaningful insights with interactive elements.