# Document Info

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Manipal Ankur BI Reference Guide

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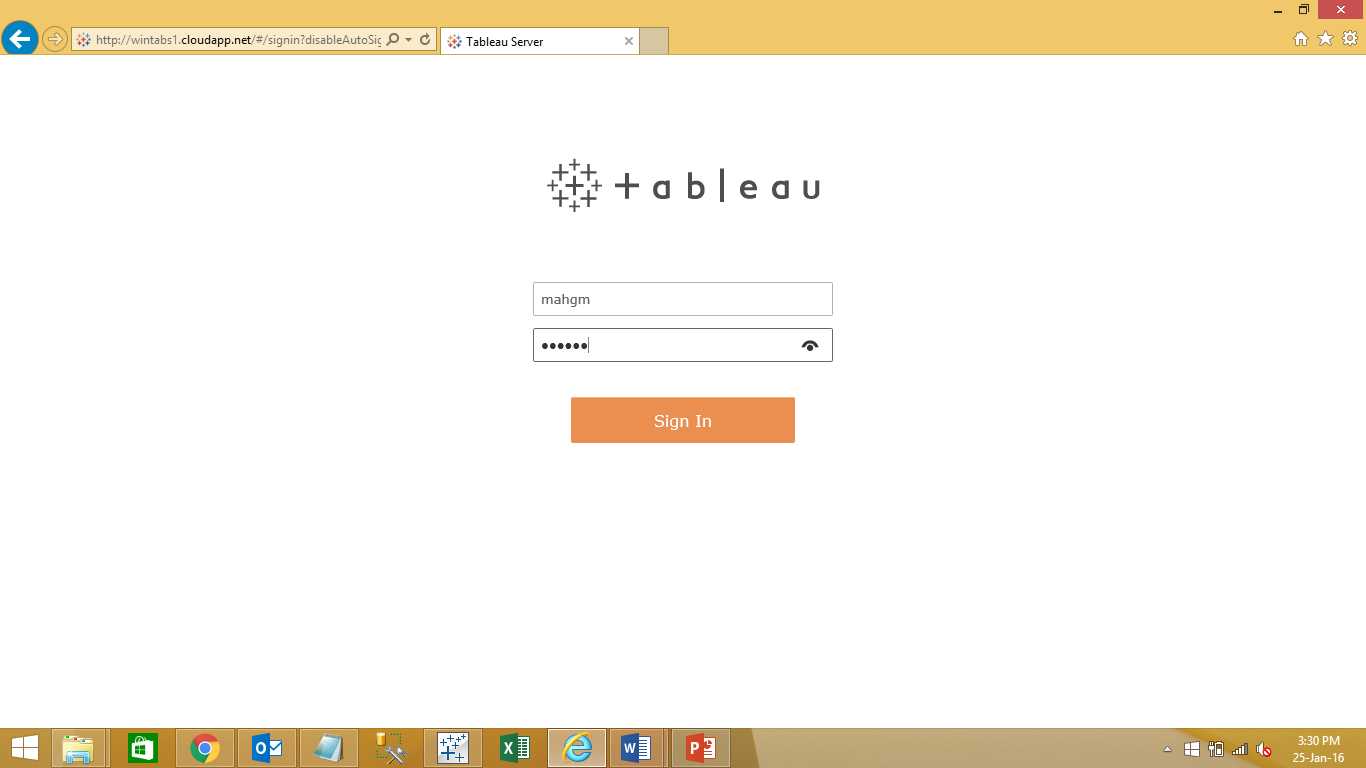
# Introduction

The scope of this document is limited as a quick reference guide for accessing the dashboards.

# Login into Tableau Server

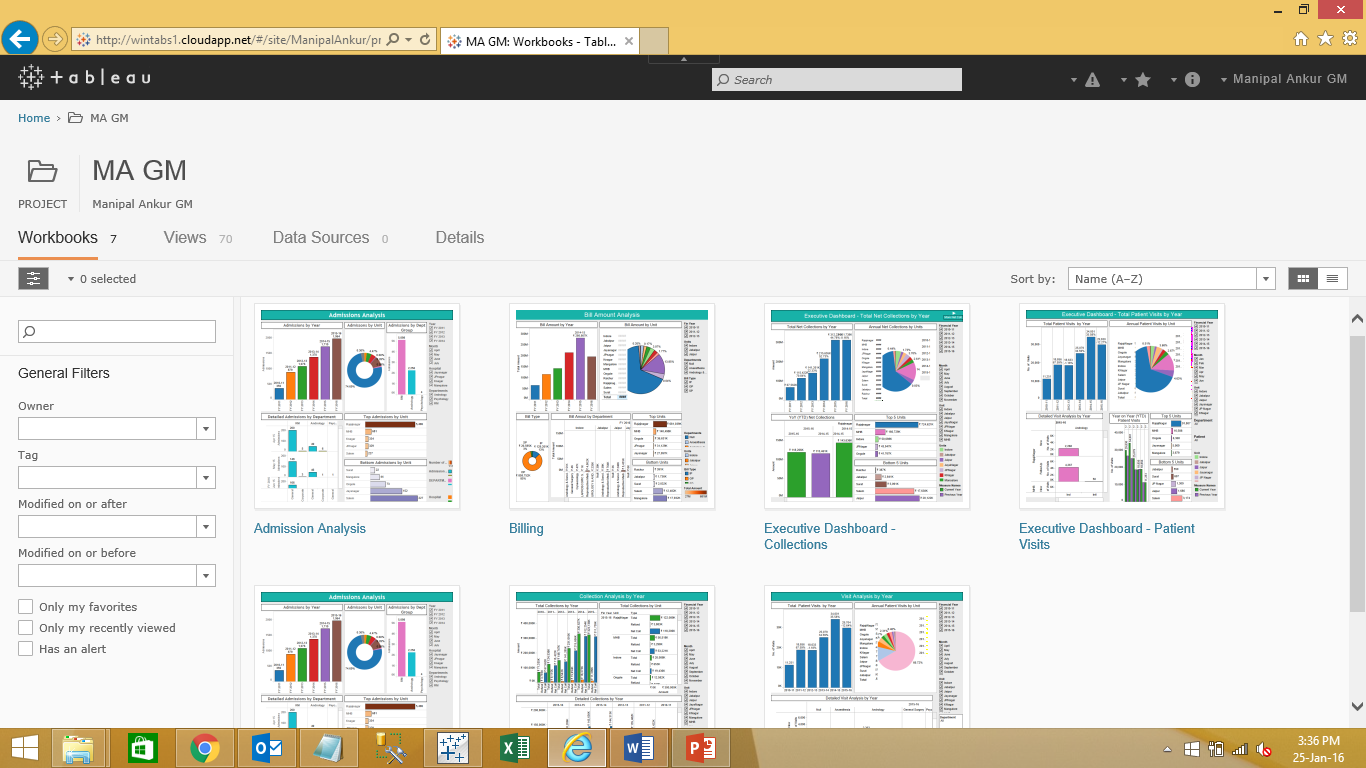
Published Dashboard can be accessed through below link provided and with provided credentials as shown in Figure1.

<http://wintabs1.cloudapp.net/#/signin?redirect=%2Fsite%2FManipalAnkur>



Figure

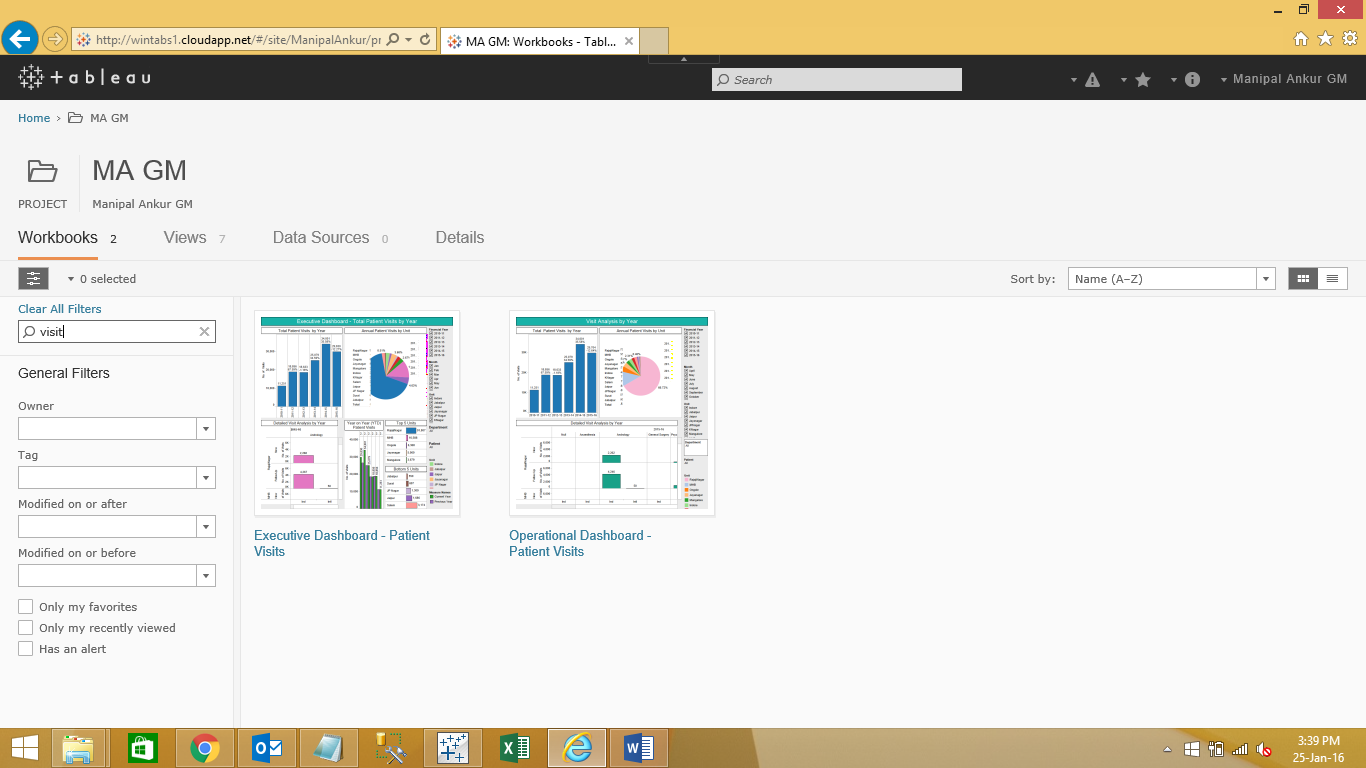
On successful login into Tableau Server, user will be redirected to the page where all workbooks are published as shown in Figure2



Figure

# Search for Specific Dashboards

User can search for specific list of workbooks by entering the workbook name in the search box as shown in Figure 3.



Figure

Now the list of workbooks will be opened related to visit. From here user can select the work book

# Executive Dashboard

Executive Dashboards are used by the CEO, CMO, CFO users who prefer summarized reports based on financial year and other parameters

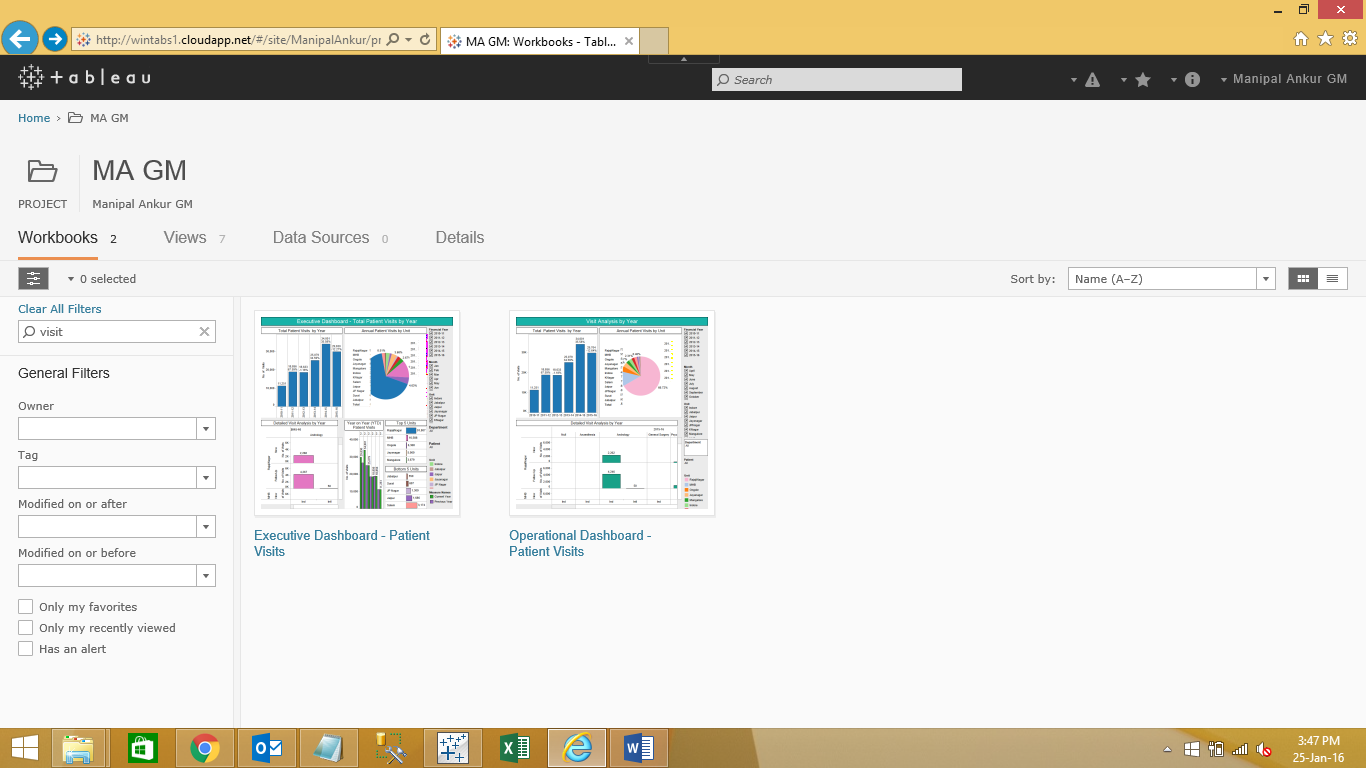
## Patient Visits

The **Executive Dashboard – Patient Visits** will shows the visit information of patients by Year wise, Month wise, Unit wise, Department wise, patient type and the status of the patient.

Click on Executive Dashboard – Patient Visits as shown in Figure 4. This will redirect the user to list of Executive Dashboards for Patient Visits. As shown in Figure 5.

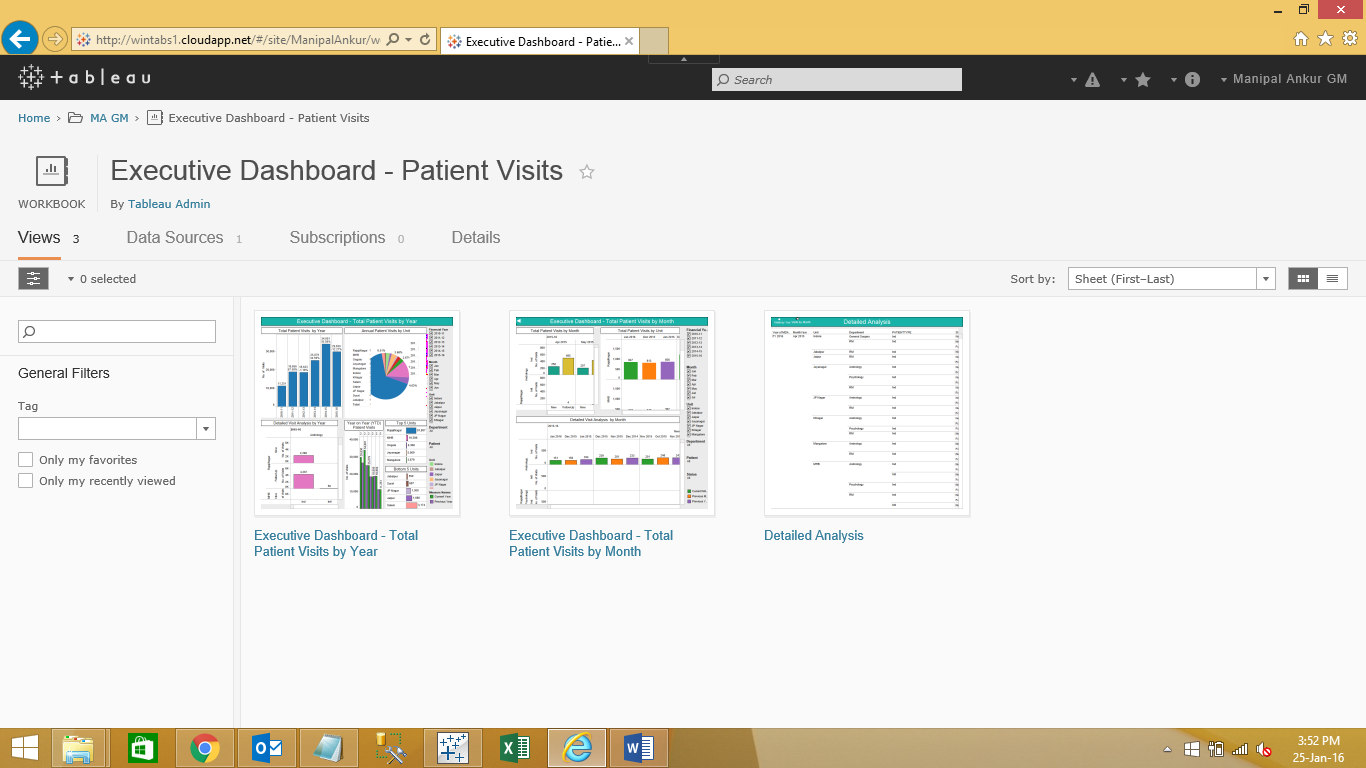
The List of Executive Dashboards for Patient Visits are

1. Total Patient Visits by Year
2. Total Patient Visits by Month
3. Detailed Analysis



Figure

After selecting the Executive Dashboard – Patient Visits, user will get the list of dashboards as shown below Figure 5



Figure

### Executive Dashboard - Total Patient Visits by Year

This dashboard shows the Annual patient visit details. It’s having 6 sections in dashboard as shown in Figure 6.

1. Total Patient Visits by Year

Displays the total patient visit by Year as a total count and percent of difference from current year to previous year.

1. Annual Patient Visits by Unit

Displays the total patient visits per unit and the percent of total visits with respect to each unit.

1. Detailed Visit Analysis by Year

Displays the total visit count with respect to Unit, Department, to the particular year, type of patient and status of the patient.

1. Year on Year (YTD) Patient Visits

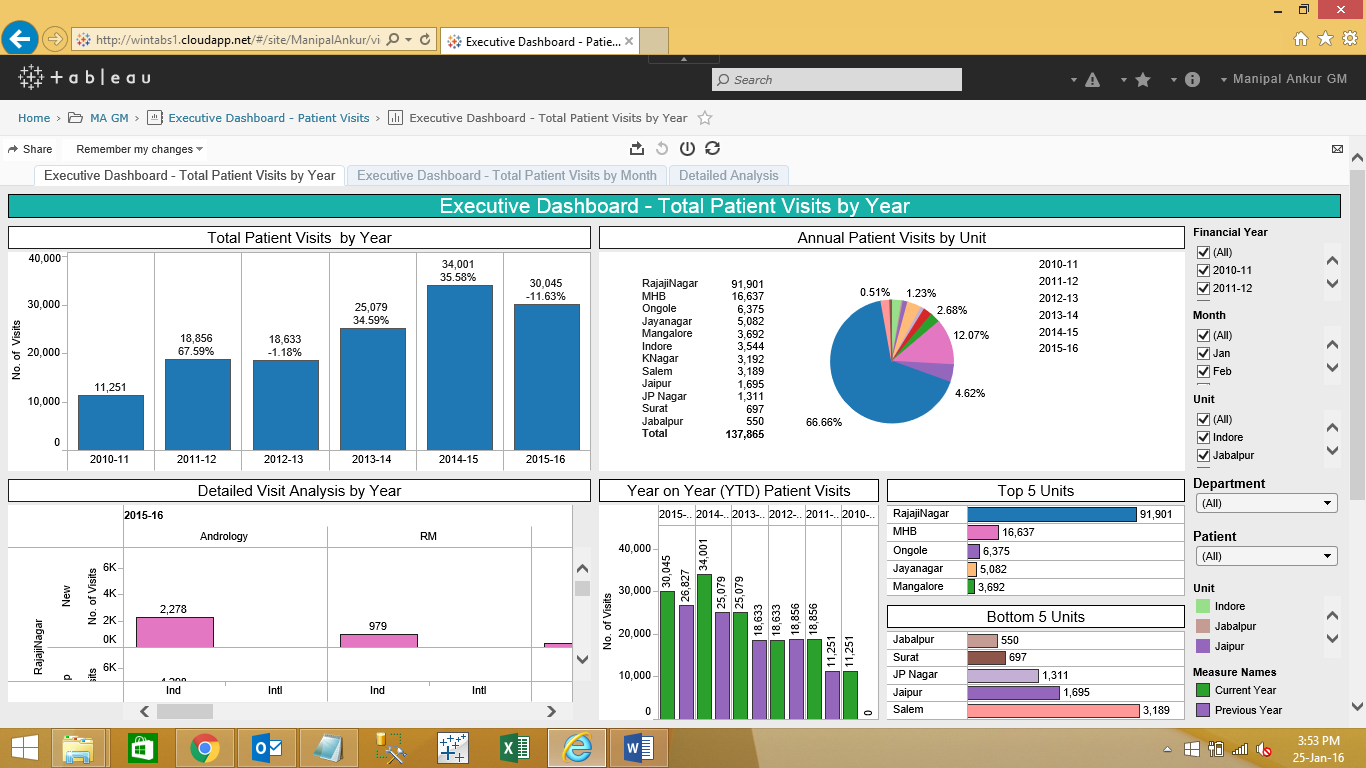
Displays the comparison of the count of patient visits to the selected year to its previous year.

1. Top 5 Units

Represents the highest count of patients visited to the unit listed as Top Units in descending order.

1. Bottom 5 Units

Represents the lowest count of patients visited to the unit listed as Bottom Units in ascending order.



Figure

### Executive Dashboard - Total Patient Visits by Month

This dashboard shows the Annual patient visit details. It’s having 3 sections in dashboard as shown in Figure 7.

1. Total Patient Visits by Month

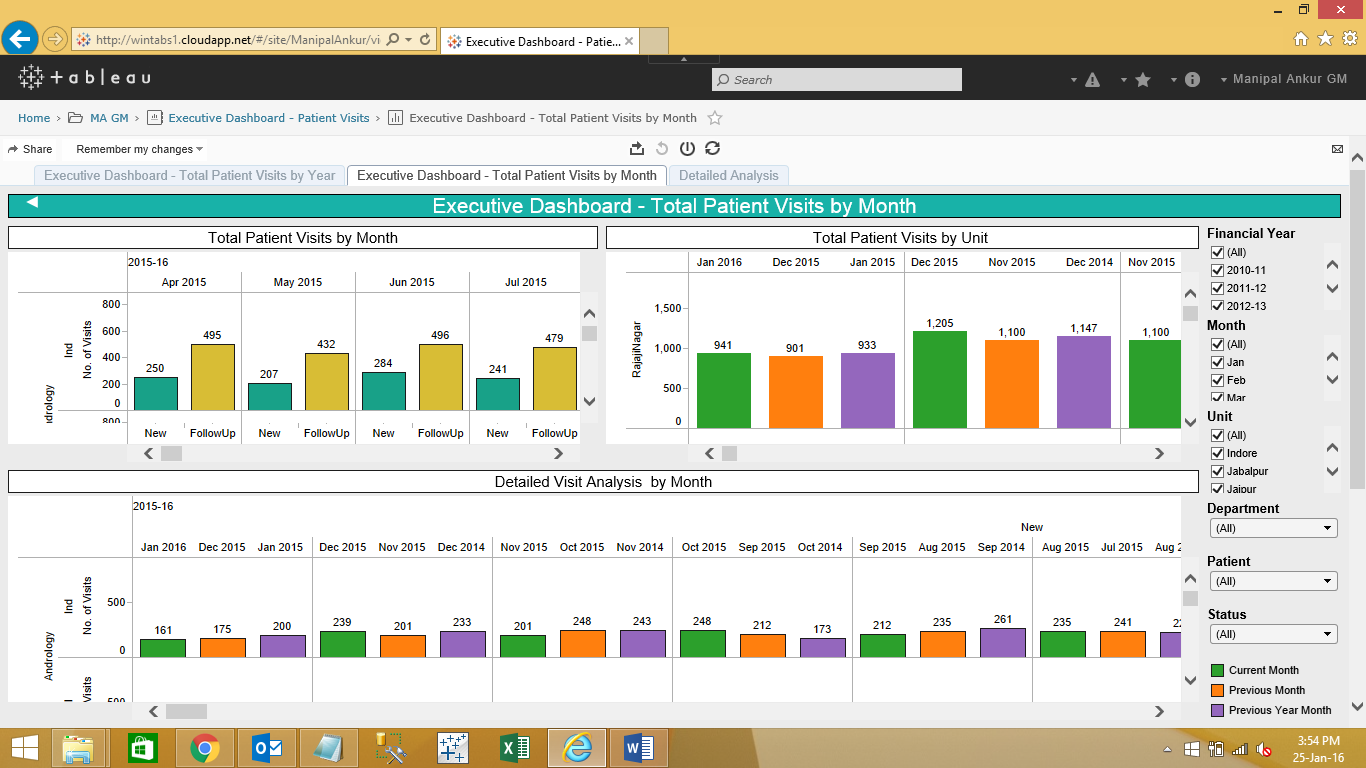
Displays total count of patient visits by Month, Unit wise, and Type of patient and status of patient.

1. Total Patient Visits by Unit

Displays the comparison of patient visits by Current month, previous month of Current year and Current month of previous year with respect to unit wise.

1. Detailed Visit Analysis by Month

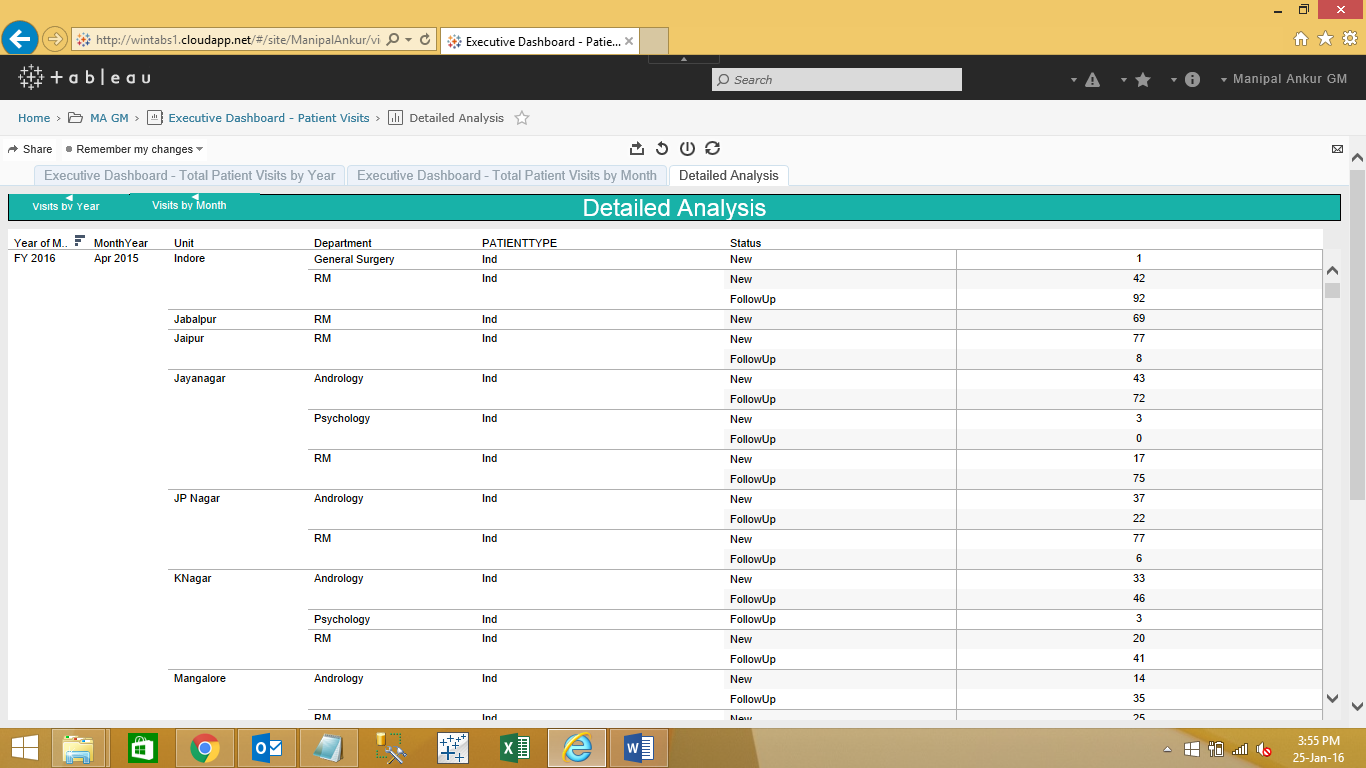
Displays monthly comparison details with Type of patient information for the selected Financial Year



Figure

### Executive Dashboard - Detailed Analysis

The Detailed Analysis Dashboard gives the complete information about the patient visits like type of patient, status of patient with respect to unit and department in tabular format as shown in Figure 8



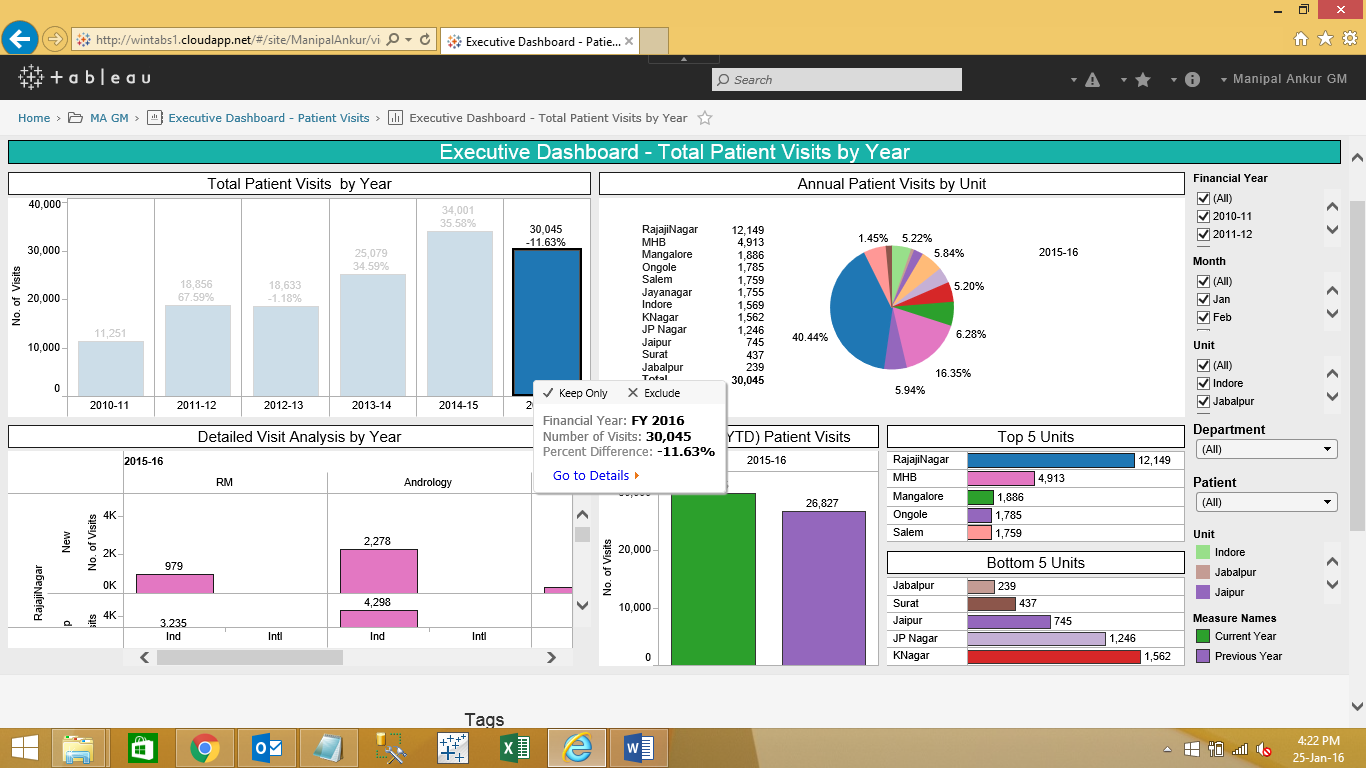
Figure

### Executive Dashboard - Filtering the data

Executive dashboards provides drill down feature for filtering. Users can see the information of patient visits to the particular year across all the units and all the departments by just clicking on a particular year in the bar format as shown below in Figure 9

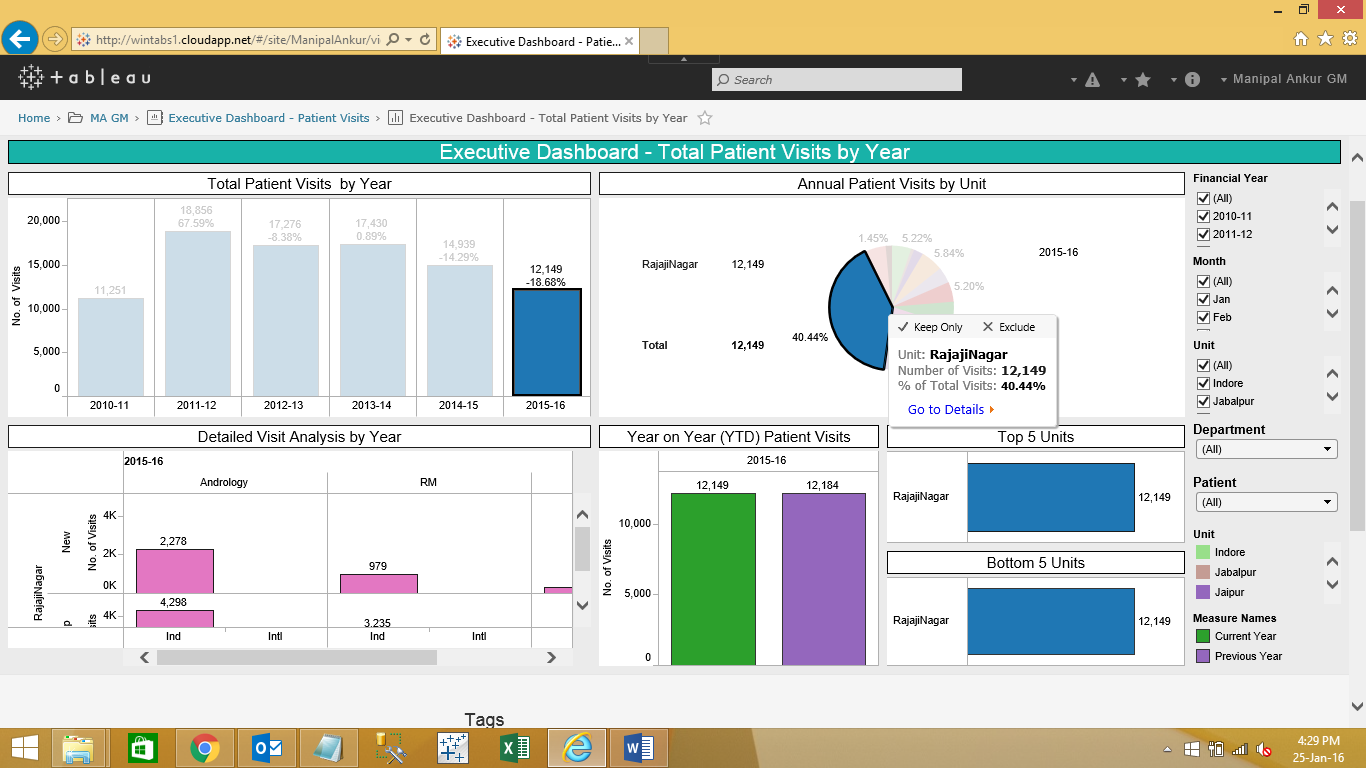
In the below screen (Figure 9), highlighted year is 2015-16 and the rest of the sections in the dashboards will be reflected to show the data for the highlighted year.

Tool tip (pop up box) will shows the information of selected mark.



Figure

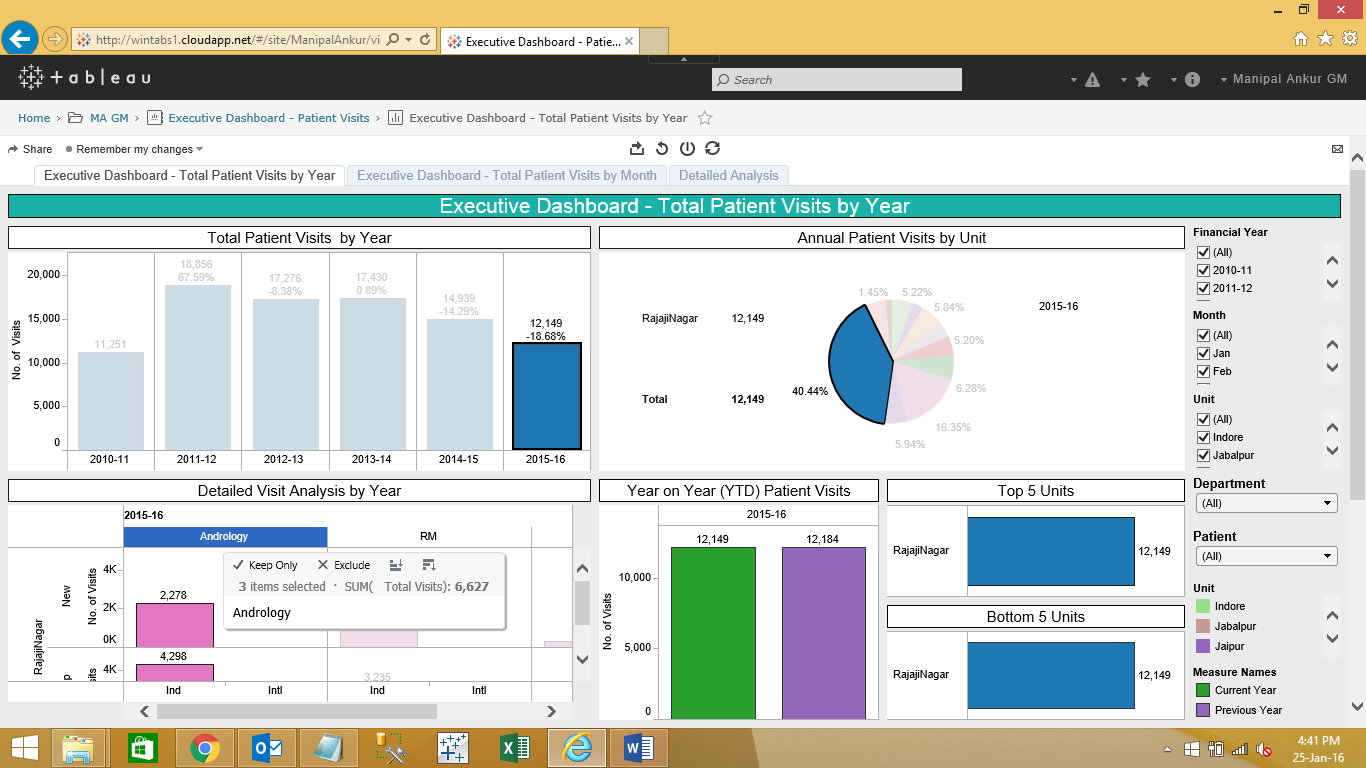
User can see the data to a particular hospital by clicking on the unit (for ex, Rajajinagar is selected here) in the pie chart shown below Figure 10. The rest of the section will reflect the data for the selected Hospital. User can further drill down to the granular level by clicking on the labels.



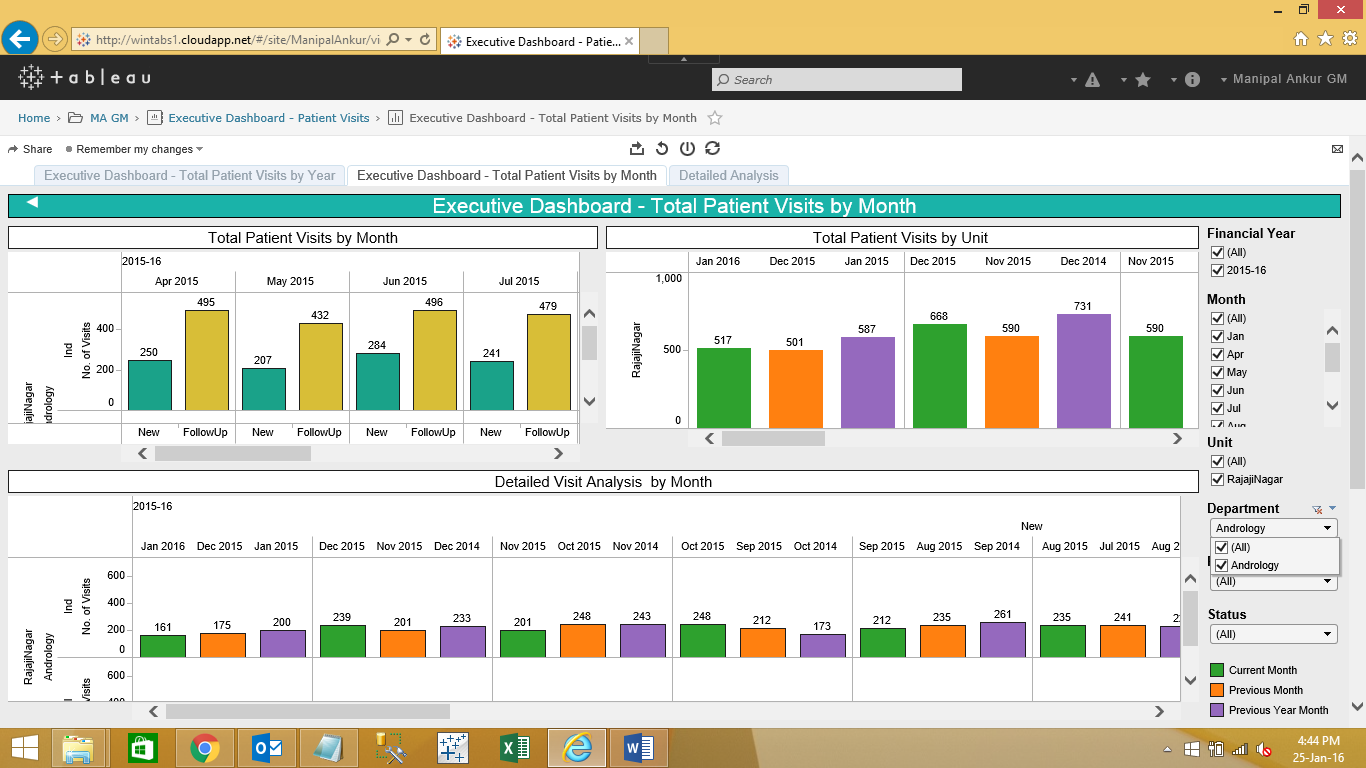
Figure

Click on label ‘department’ in the Section ‘Detailed Visit Analysis by Year’ as shown in below Figure 11.

This will further redirect from Detailed Visit Analysis by Year to Total Visits by Month with respect to department Andrology as shown in Figure 12.



Figure



Figure

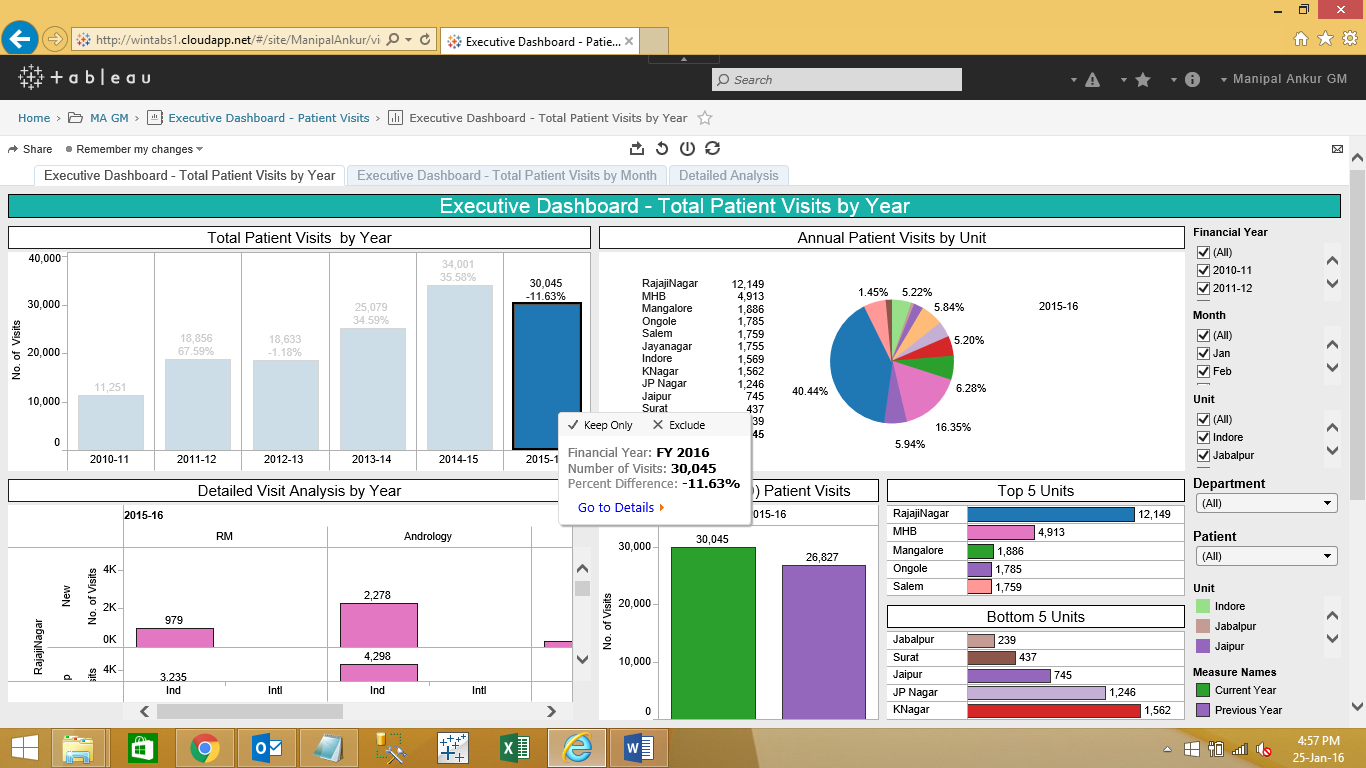
The marked areas above are the filters which displays the selected information.

Figure: Displaying data for Particular Month

Executive Dashboards – Links from ToolTip

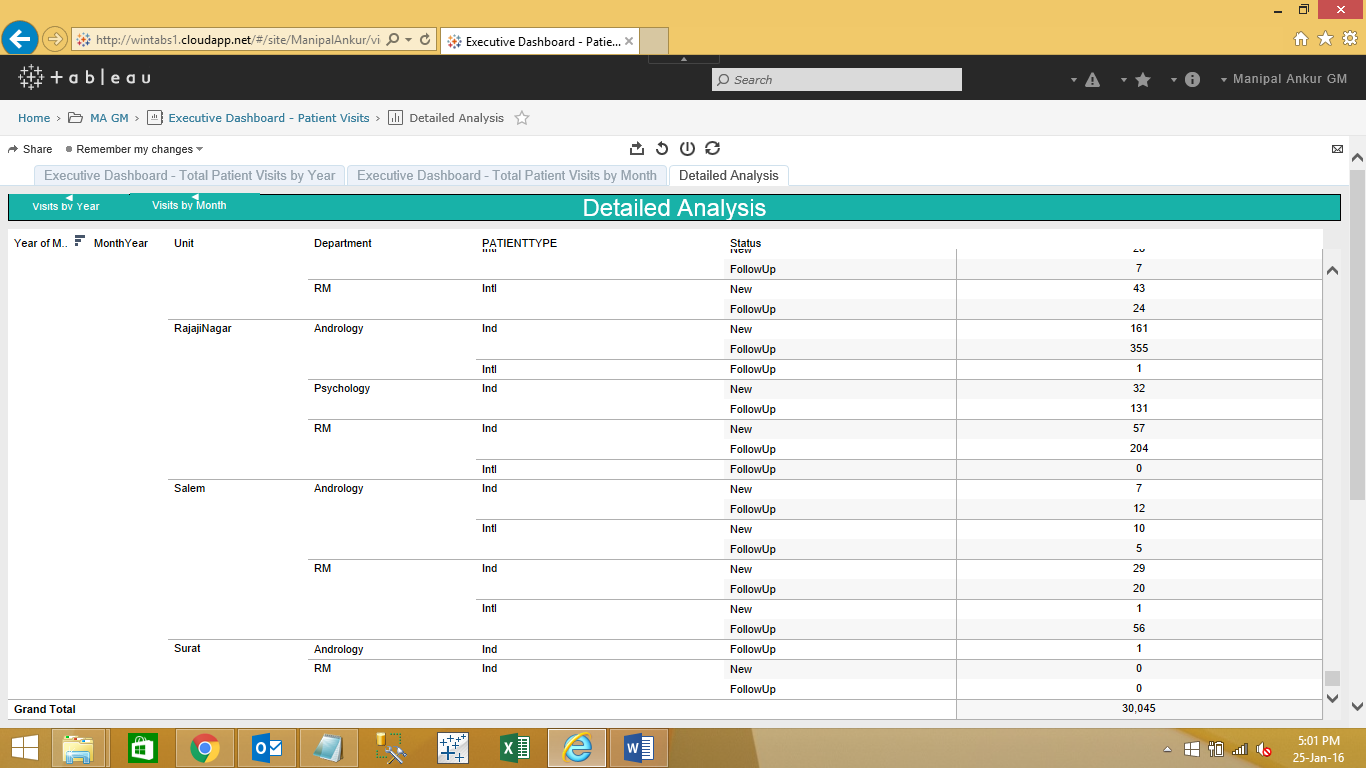
Users can get detailed report directly from dashboards ‘Total Patient Visits by Year’ or ‘Total Patient Visits by Month’.

Click on the Year for which the details report is required. Then select the link ‘Go to Details’ option which appears on the tooltip as shown in Figure 13.



Figure

Click on Go to Details option. This will redirect to another dashboard as shown below in Figure 14.



Figure

# Operational Dashboards