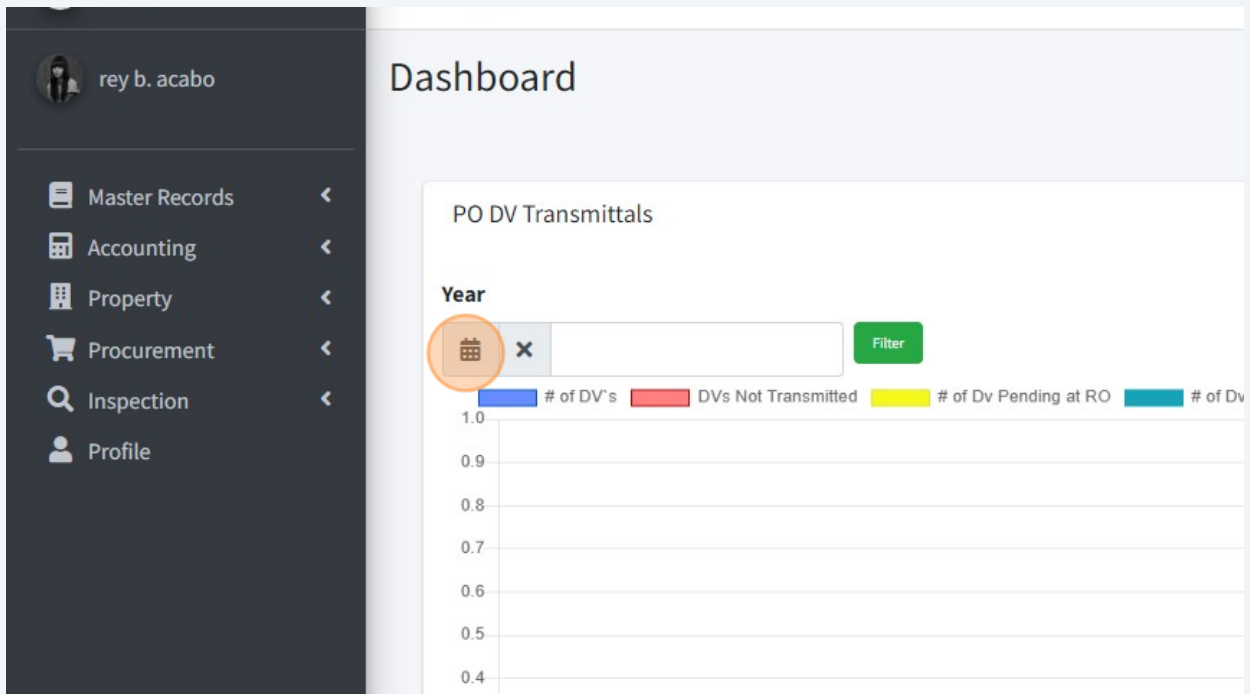


Step-by-step guide to accessing and filtering PO DV Transmittal Summary

1 Navigate to <https://dti-caraga.com/efast/index.php>

2 To change the data in the chart, click the calendar icon to select year



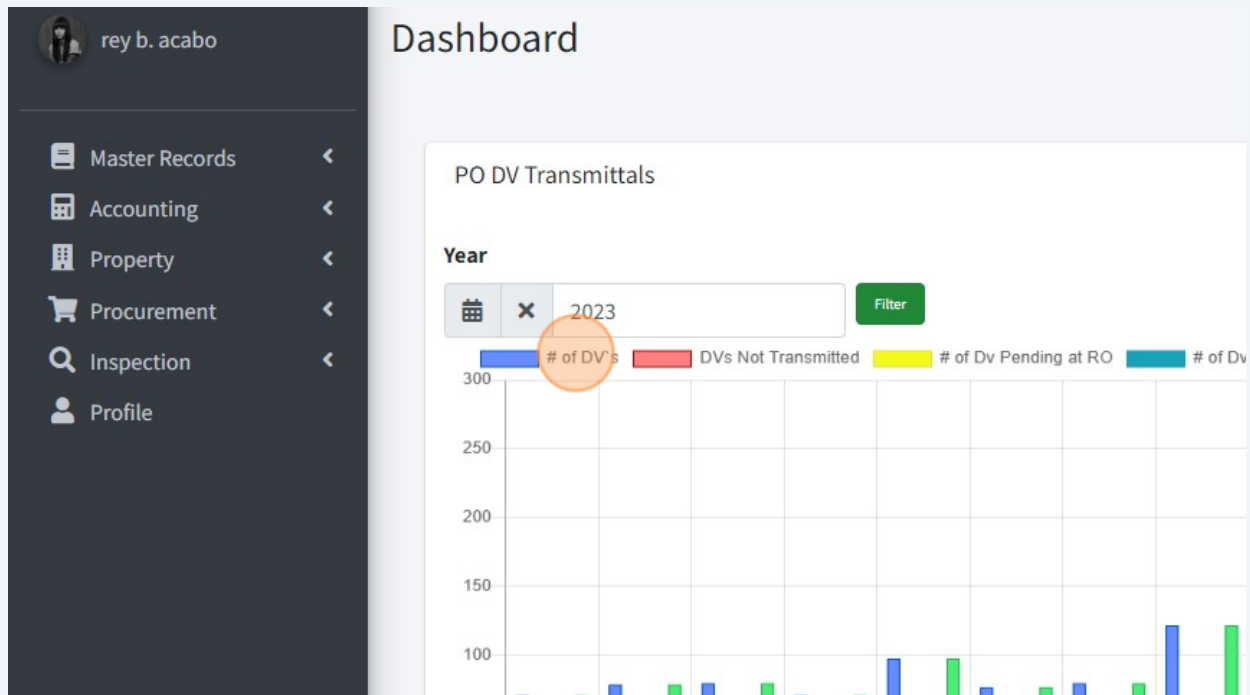
3 Select a Year

The screenshot shows the EFAST dashboard interface. On the left is a dark sidebar with the EFAST logo and user profile 'rey b. acabo'. The main area has a 'Home' header and a 'Dashboard' title. A year selection dropdown is open, showing years from 2019 to 2030, with 2023 highlighted by an orange circle. Below the dropdown is a search bar with a calendar icon, a clear 'X' button, and a green 'Filter' button. A legend at the bottom identifies four data series: '# of DV's' (blue), 'DV's Not Transmitted' (red), '# of Dv Pending at RO' (yellow), and '# of Dv' (teal). A vertical axis on the right ranges from 0.5 to 1.0.

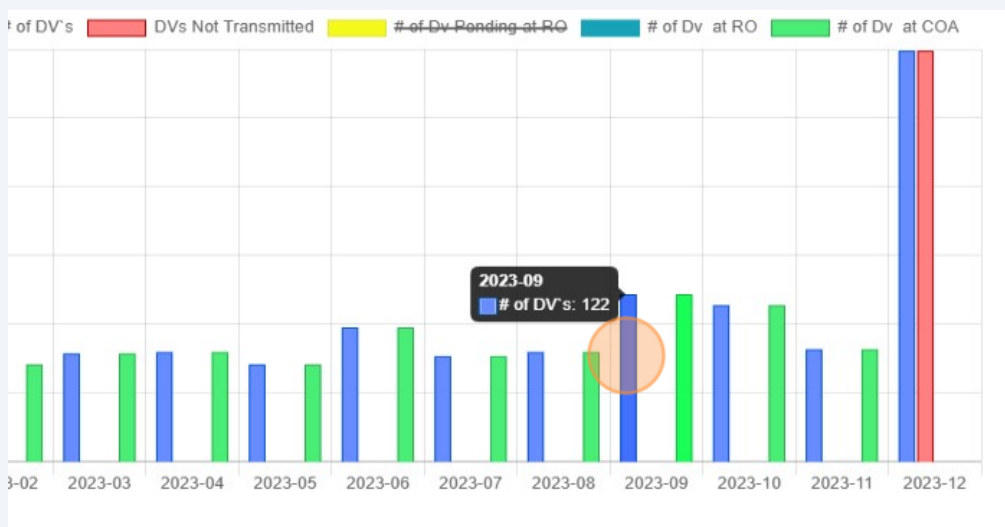
4 Click "Filter"

This screenshot shows the dashboard after the year 2023 has been selected. The year selection dropdown now displays '2023'. The green 'Filter' button is circled in orange, indicating it should be clicked. The legend now includes five series: '# of DV's' (blue), 'DV's Not Transmitted' (red), '# of Dv Pending at RO' (yellow), '# of Dv at RO' (teal), and '# of Dv at COA' (green). The vertical axis on the right now ranges from 0.4 to 1.0.

5 To remove a bar from the chart, click on the bar's name.



6 Hover over the bar to view the count



7

Click on any bar in the selected reporting period to see the list of DVs

