

Ideas + Action for a Thriving Central Coast

DATA + ANALYTICS HANDBOOK

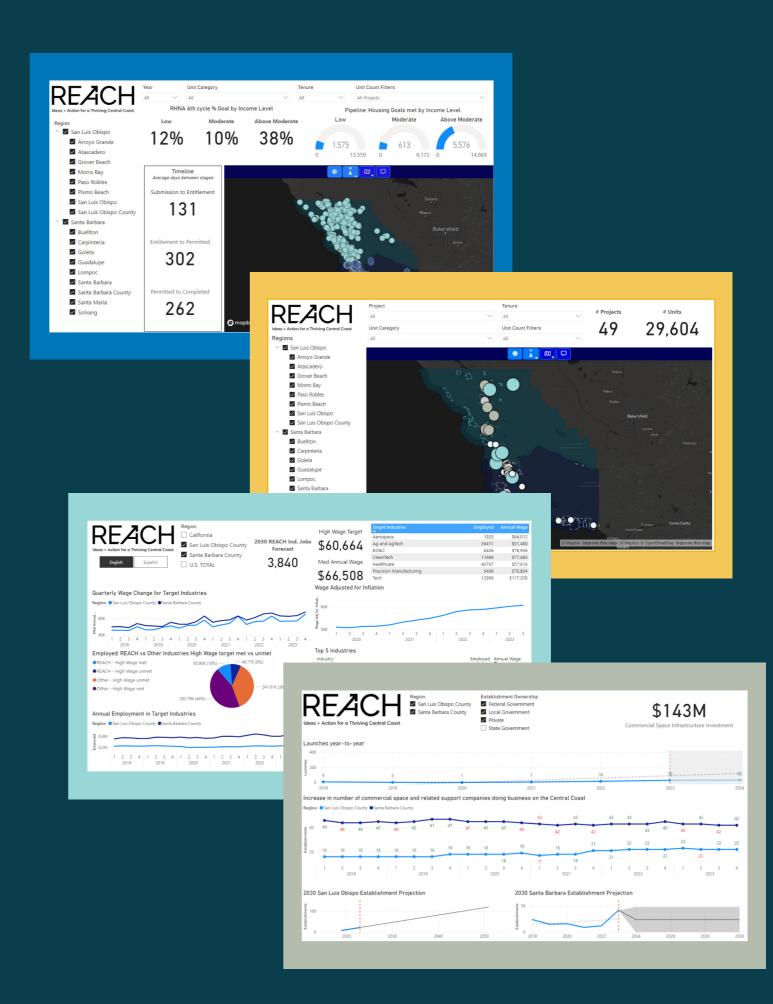
OVERVIEW: p 2

DATA MGMT: p 3 - 6

REPORTS: p 7 - 12

simplelayers

VERSION: 20240CT01



1. OVERVIEW

ABOUT

The REACH Data + Analytics resource is an integrated data management & data presentation system.

Enabling Technologies:

~ Data Management: SimpleBase

~ Data Presentation (dashboards): MS Power BI

~ Data Presentation (maps): SimpleLayers



DATA MANAGEMENT

The following capabilities are available:

Manage Tables

- ~ Create
- ~ Delete

Manage Table Columns + Rows

- ~ Create
- ~ Edit
- ~ Delete

DATA PRESENTATION

Dashboards

Modification of dashboards is done within Power BI. This work is performed by a contractor.

Maps

Modifications of maps is done within SimpleLayers. This work is presently performed by a contractor, but could be performed by REACH staff.

Select "SimpleBase" from the Power BI resource list in order to access the data management environment.

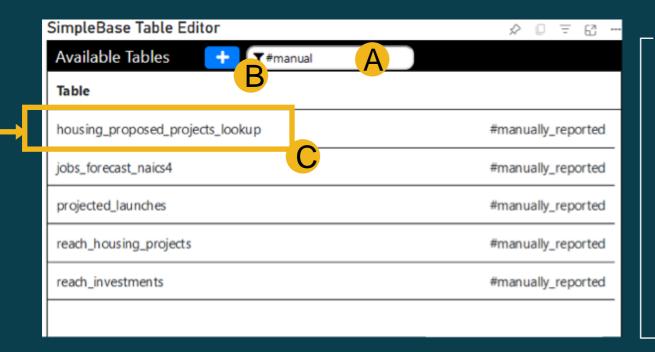


TABLE SELECTOR

B) Add New Table (see p5)

- A) Filter Bar Input "#____" to filter the table list by tag
 - Or, omit the "#" in order to filter by name
- C) Table Selection --> Table Viewer

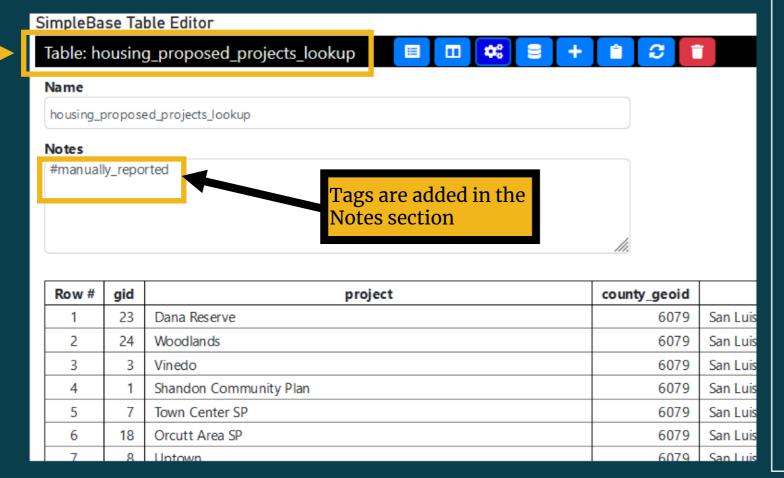
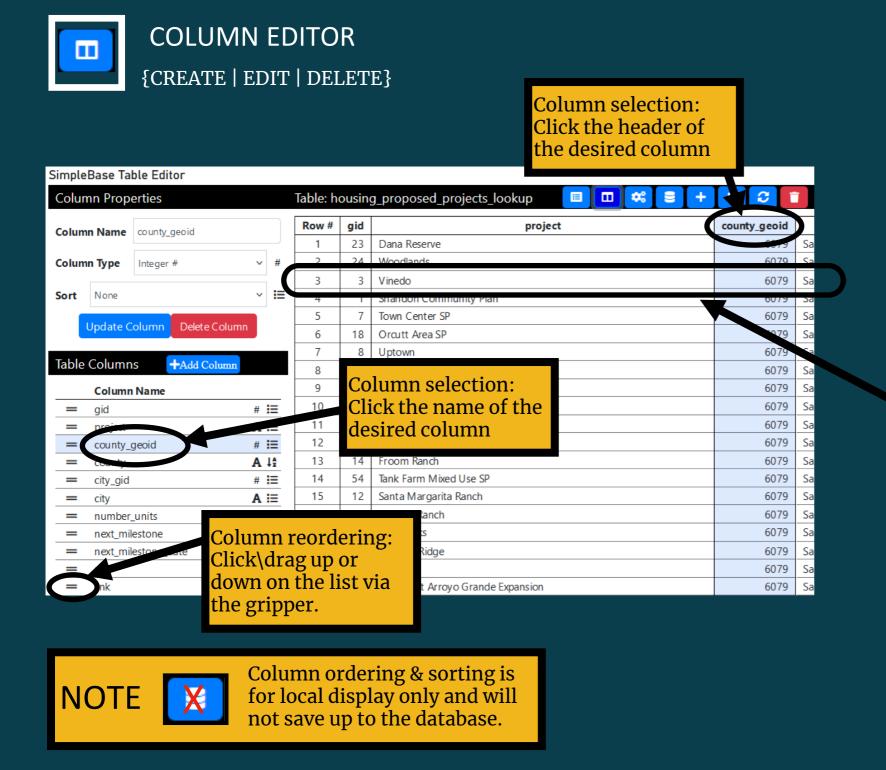


TABLE VIEWER

- Exit back to Table Selector
- Toggle on/off column editor tool (see p4)
- Toggle on/off inputs for Name/Notes
- Database save/load functions (see p6)
- + Add record to table (see p4)
- Copy/paste/overwrite functions (see p5)
- **3** Refresh from database
- Delete table

2.2 MANAGING COLUMNS + ROWS





Record Editor	
gid	^
\$	
project	
county_geoid	
county	
selection: ywhere on red row	
number_units	
next_milestone	
next_milestone_date	
apn	
Update Record Delete Record	~

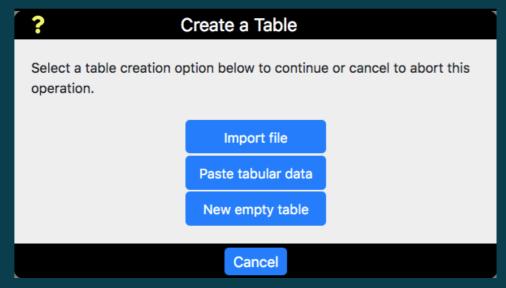
NOTE

"Update Record" only sends the data to the local table. The table must still be saved to the database at the end of the work session.

2.3 ADD NEW TABLE COPY/PASTE OPTIONS



ADD NEW TABLE



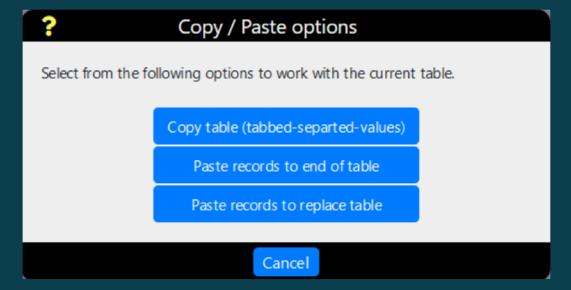
IMPORT FILE: Upload a CSV file (row-1 is treated as header row)

PASTE TABULAR DATA: Paste a selection from a spreadsheet (row-1 is treated as header row)

NEW EMPTY TABLE: Create a blank table



COPY/PASTE OPTIONS



COPY TABLE: Copy full table contents into buffer, for pasting into other applications.

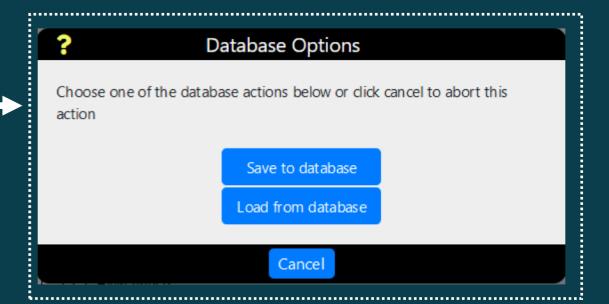
PASTE RECORD TO END OF TABLE: Paste a selection from a spreadsheet into the end of an existing table You will be prompted to specify if header row is included (not necessary if new data has same column order)

PASTE RECORDS TO REPLACE TABLE: Paste a selection from a spreadsheet to overwrite all table contents (row-1 is treated as header row)

2.4 DATABASE + SEMANTIC MODEL

WORKING WITH THE DATABASE

- Changes made to a table are not permanent until they are saved to the database.
- Changes may be discarded by exiting the table viewer
- Or, the table may be reset via the refresh button



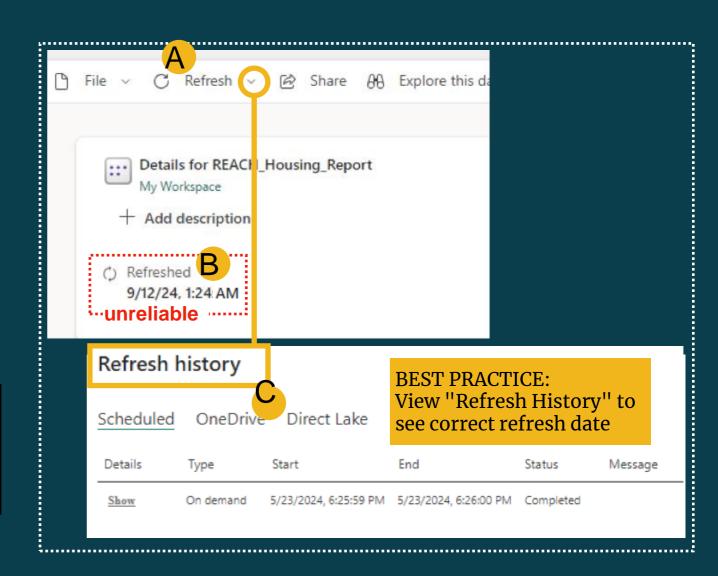
THE SEMANTIC MODEL

Changes saved to the database are not available in the reports until the semantic model is refreshed.

Find the semantic model for a specific report by searching in the PowerBI resource list. Then, click the "refresh" button (A) at the top.

NOTE

The "Refreshed" date shown (B) is unreliable. To see the correct refresh date, use the dropdown tool next to the refresh button to access the refresh history (C).



3.1 HOUSING REPORT (RHNA)

Unit Count Filters

Pipeline: Housing Goals met by Income Level

Moderate

Above Moderate

Gauges: Values shown

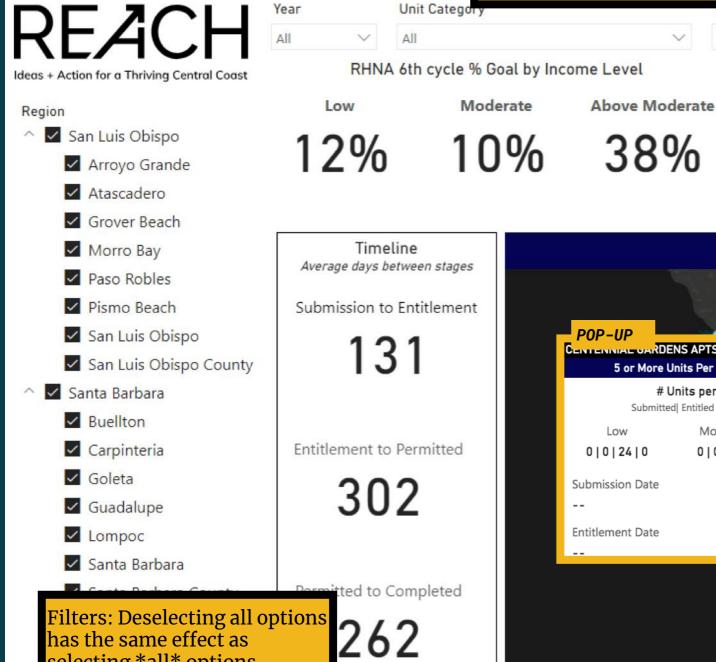
are aggregations of all

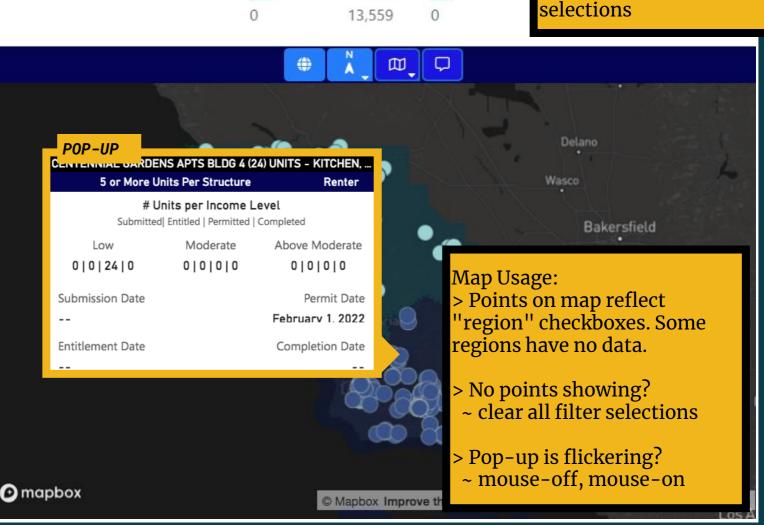
All Projects

Low

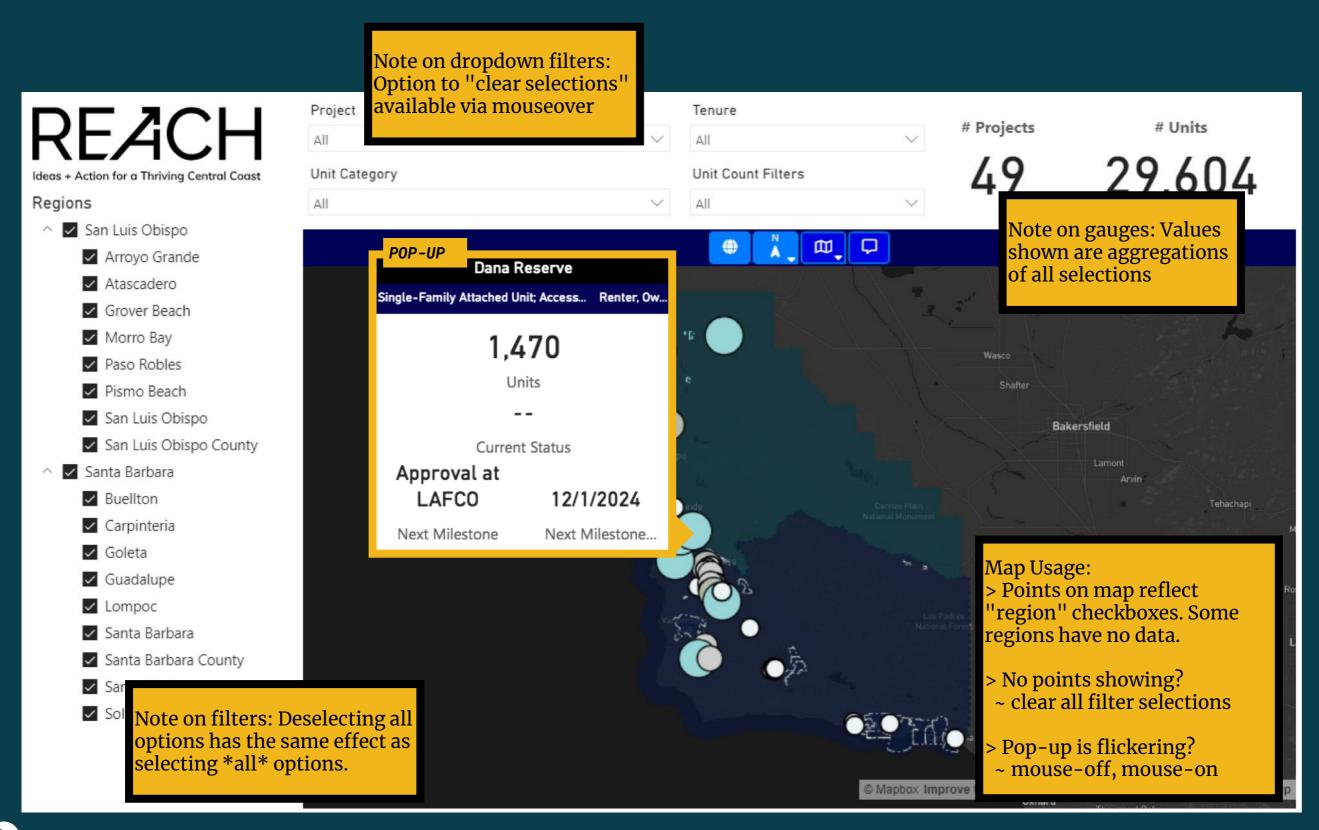
Dropdown filters: Option to "clear selections" available via mouseover

All

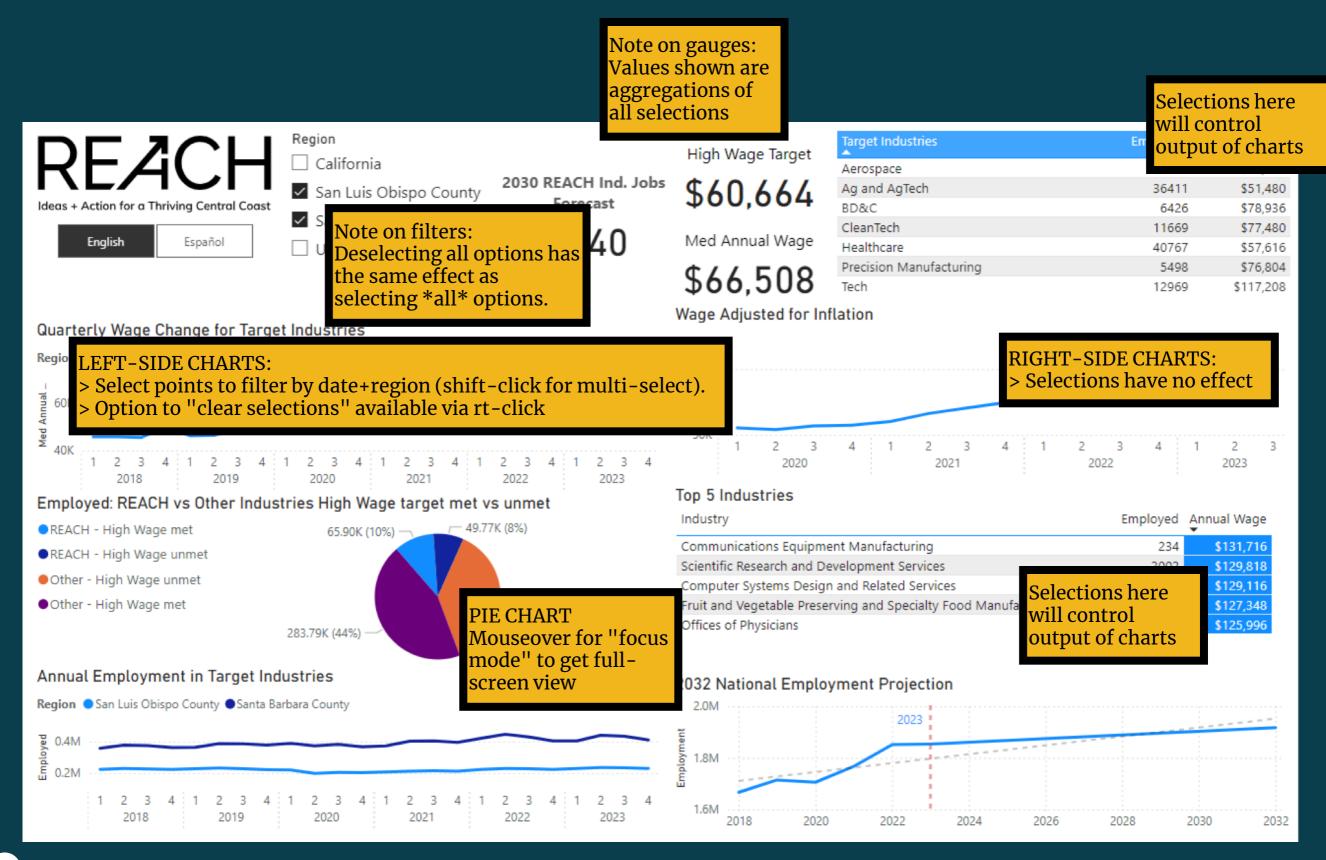




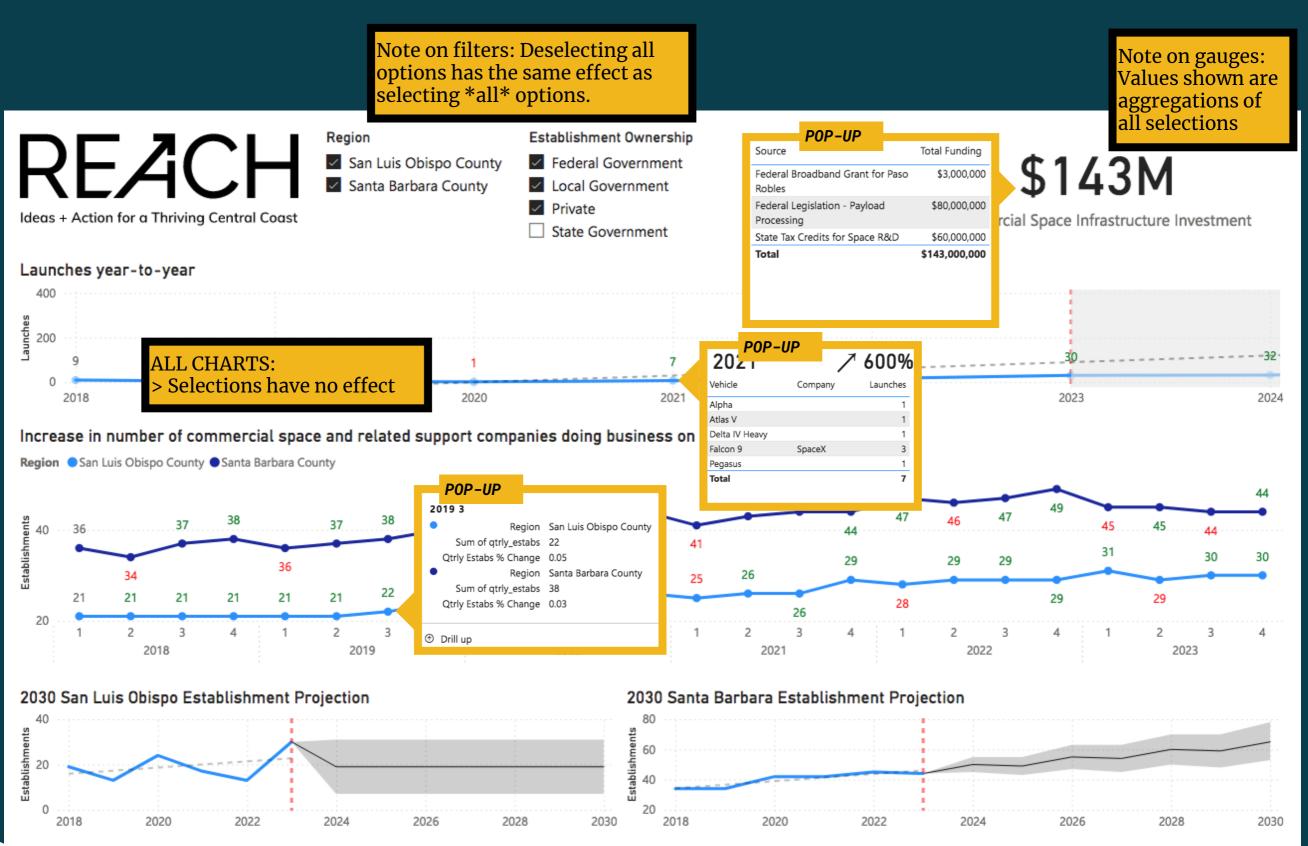
selecting *all* options.



3.3 JOBS REPORT



3.4 SPACE COM VFSB REPORT



3.5 ESTABLISHMENTS REPORT

