


Using the Dashboard Module

You can view and filter data on the Dashboard Report based on your preference. The Dashboard is divided into three parts: Entity, Filter Criteria and Summary Column. The table below provides a description of each item.

Field Name	Description
Entity	This section of the report provides a list of all tables in the Dashboard report. Open and Closed Requests are the default options. Chart Type provides a list of graphs to represent the data. The fields in the tables are broken down into two sections: Category which represents data for the Y axis and Group By which represents data for the X axis.
Filter Criteria	This section provides options to determine how the data is to be presented and what type of data to depict in the chart.
Summary Column	The fields that are defined as an integer, numeric, or decimal are validated by the Dashboard application to generate the summary information.
List View	This section displays fields that were selected to show in the grid by the Dashboard Administrator. Click the iconic button to print or download a copy of the list in one of the available formats.



AINS, Inc.
IT Experience Database Repository

Entity

Open Requests

Chart Type: Column

Group By: Requester Type

Category:

Filter Criteria

Request ID: All

Requester Type: All

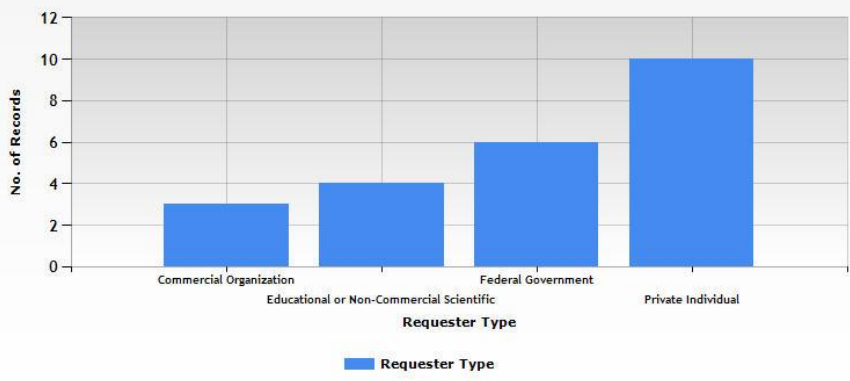
Request Type: All

MultiTrack Type: All

Action Office: All

Request Age: =

Open Requests - Group By 'Requester Type'



Requester Type	No. of Records
Commercial Organization	3
Educational or Non-Commercial Scientific	4
Federal Government	6
Private Individual	10

List View						Summary	
Request ID	Requester Type	Request Type	MultiTrack Type	Action Office	Request Age	Description	Total
14-FOI-00001	Federal Governm...	FOIA	Complex	HQ	13	COUNT of iRequestID	23
2014-FOIA-00001	Federal Governm...	FOIA/PA	Complex	HQ	13	AVG of Request Age	25
2014-00001	Private Individ...	PA	Simple	HQ	4		
14-FOI-00002	Private Individ...	FOIA	Simple	HQ	263		
14-FOI-00003	Commercial Orga...	FOIA	Complex	AINS_DC	263		
14-FOI-00004	Commercial Orga...	FOIA	Simple	HQ	8		
2014-FOIA-00002	Federal Governm...	FOIA/PA	Simple	HQ	8		
2014-FOIA-00003	Educational or ...	FOIA/PA	Simple	AINS_DC	7		
2014-FOIA-00004	Educational or ...	FOIA/PA	Complex	AINS_DC	0		
2014-FOIA-00005	Private Individ...	FOIA/PA	Simple	AINS_DC	0		

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Summary Column

Count of

iRequestID

Average of

Request Age