Earth Resources Regulation Interactive Dashboard User Guide

July 2021 rev 1.0

VICTORIA State Government | Jobs, Precincts and Regions

Introduction

Interactive dashboards display key data points used to monitor Earth Resources Regulation's operational performance.

You can customise the data and how it appears in the dashboards to suit your needs.

This guide explains the common features and visuals so you can set up and navigate the dashboards.

Common dashboard features

Page reset button
Resets the page to its original state.

Filters
Input your data to search and display customised data on the page.

Graph visuals
Graphic representation of the data.
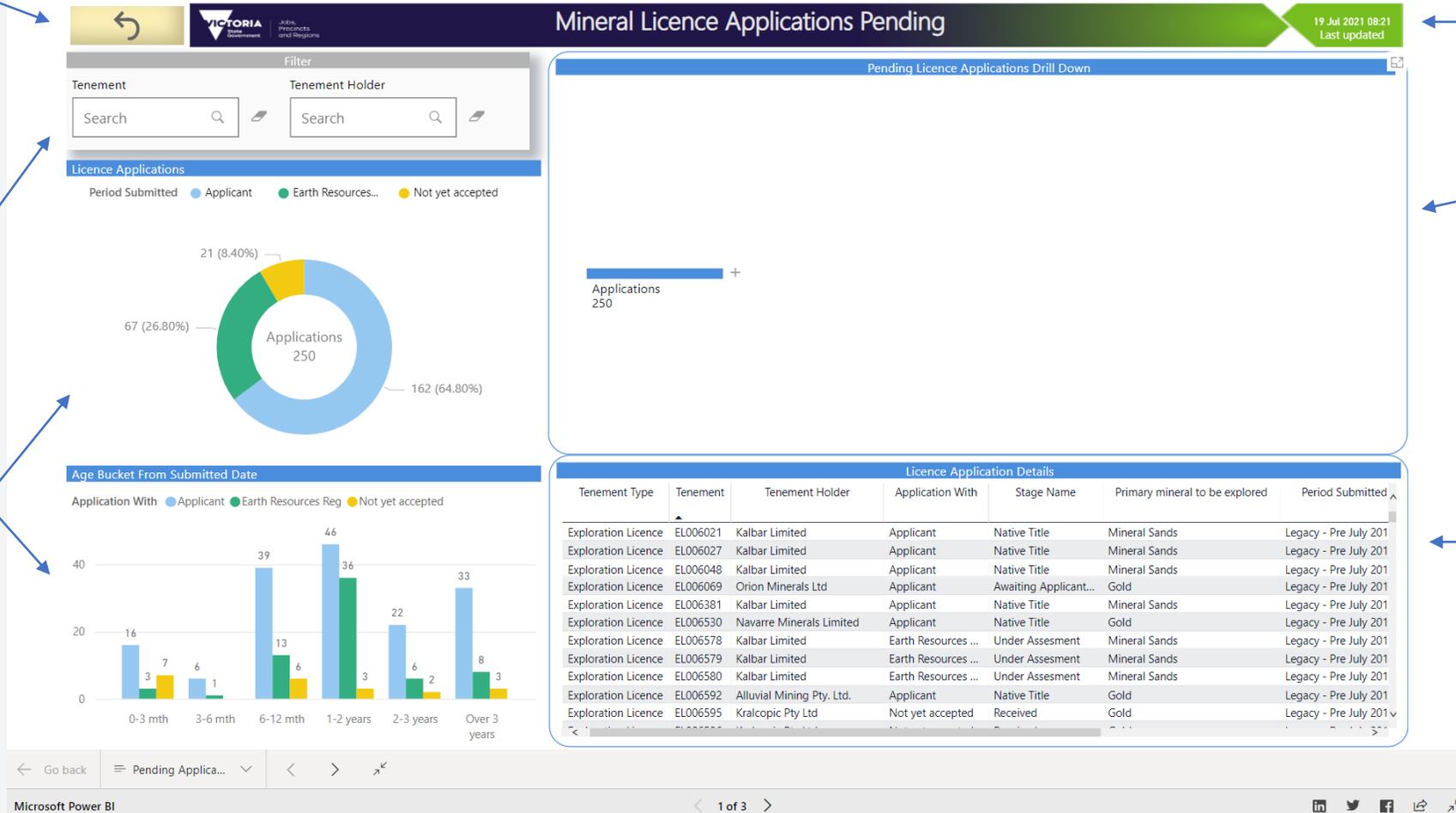
Last updated
Shows when the dashboard was last updated.

Drill down feature
Enables you to drill down to various categories by clicking +

Data table
Allows you to sort and display data by clicking column headers.

Page navigation
Navigate to next or previous page.

Screen mode
Toggle to open or close full screen mode.

Filters

Filters allow you to filter the data so you see only the information you want to see.

Filter by text

Type the text into the search field. The dashboard displays records containing the text.

The following example shows how to search for a tenement holder by filtering by name.

Type in text and press 🔍

Filter by selection

Select one item by clicking on the box. To select multiple items, hold down the Control key and click on multiple boxes.
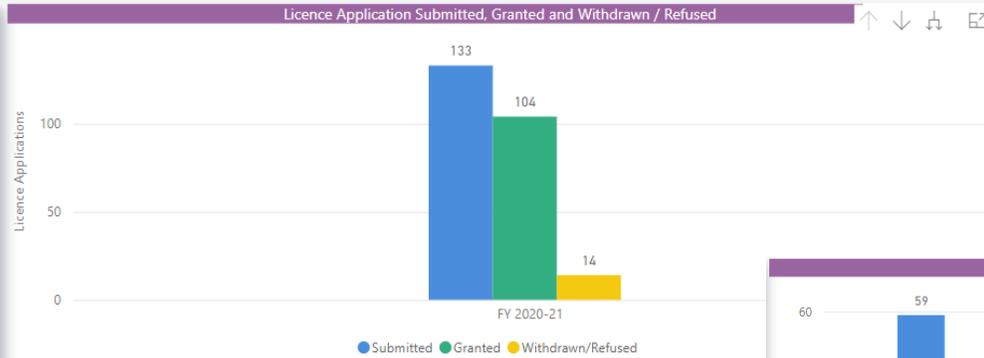
The following example shows how to filter by financial year and tenement types by using the Control key to select three search options.

Hierarchy buttons

Hierarchy buttons allow you to drill up and down through some of the data available in the visuals.

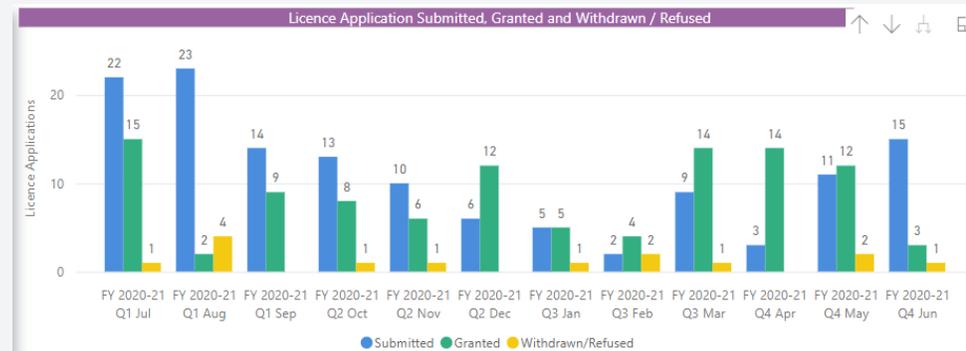Expand one level in the hierarchy, from yearly to quarterly.
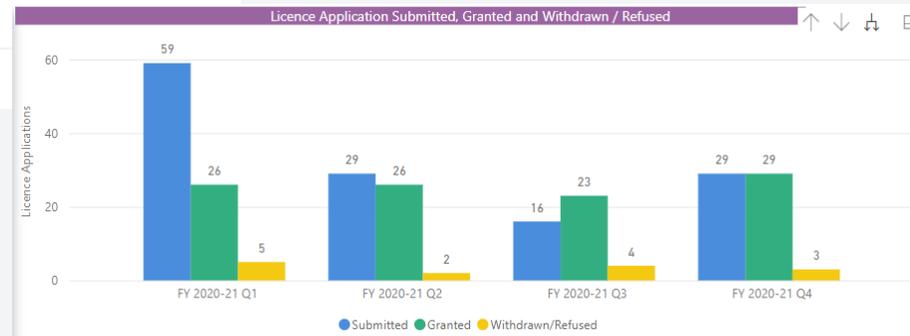
Expand one level in the hierarchy, from quarterly to monthly.

Drill up one level in the hierarchy, from quarterly to yearly.

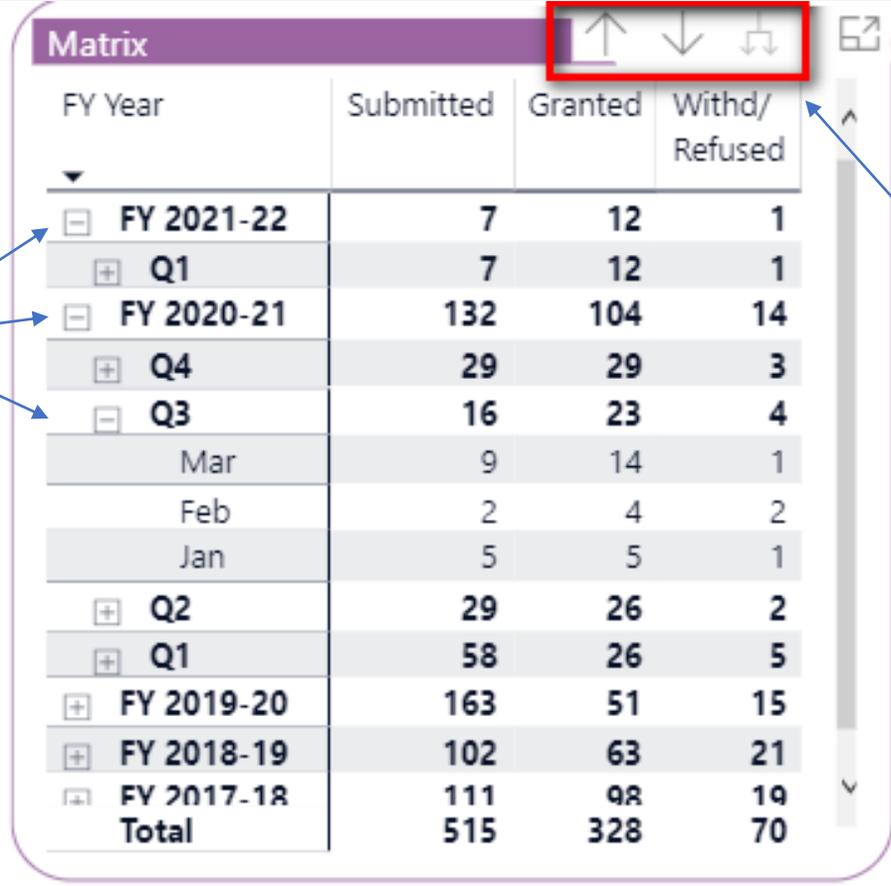Drill up one level in the hierarchy, from monthly to quarterly.

Matrix

The matrix displays summarised values for each category on each level of the date hierarchy.

Click on the **+** or **−** icons to expand or collapse the view between the different levels:

1. **Financial Year**
2. **Quarterly**
3. **Monthly**

Matrix			
FY Year	Submitted	Granted	Withd/ Refused
⊟ **FY 2021-22**	7	12	1
⊞ **Q1**	7	12	1
⊟ **FY 2020-21**	132	104	14
⊞ **Q4**	29	29	3
⊟ **Q3**	16	23	4
Mar	9	14	1
Feb	2	4	2
Jan	5	5	1
⊞ **Q2**	29	26	2
⊞ **Q1**	58	26	5
⊞ **FY 2019-20**	163	51	15
⊞ **FY 2018-19**	102	63	21
⊞ **FY 2017-18**	111	98	19
Total	**515**	**328**	**70**

Use these buttons to drill up to the top level and expand the matrix to drill down to the lower levels:

1. **Financial Year**
2. **Quarterly**
3. **Monthly**

Drill down visuals

The drill down visual feature allows you to break the data down into various categories and drill down to other categories in any order. Click on + to add a category or click on X to remove it.
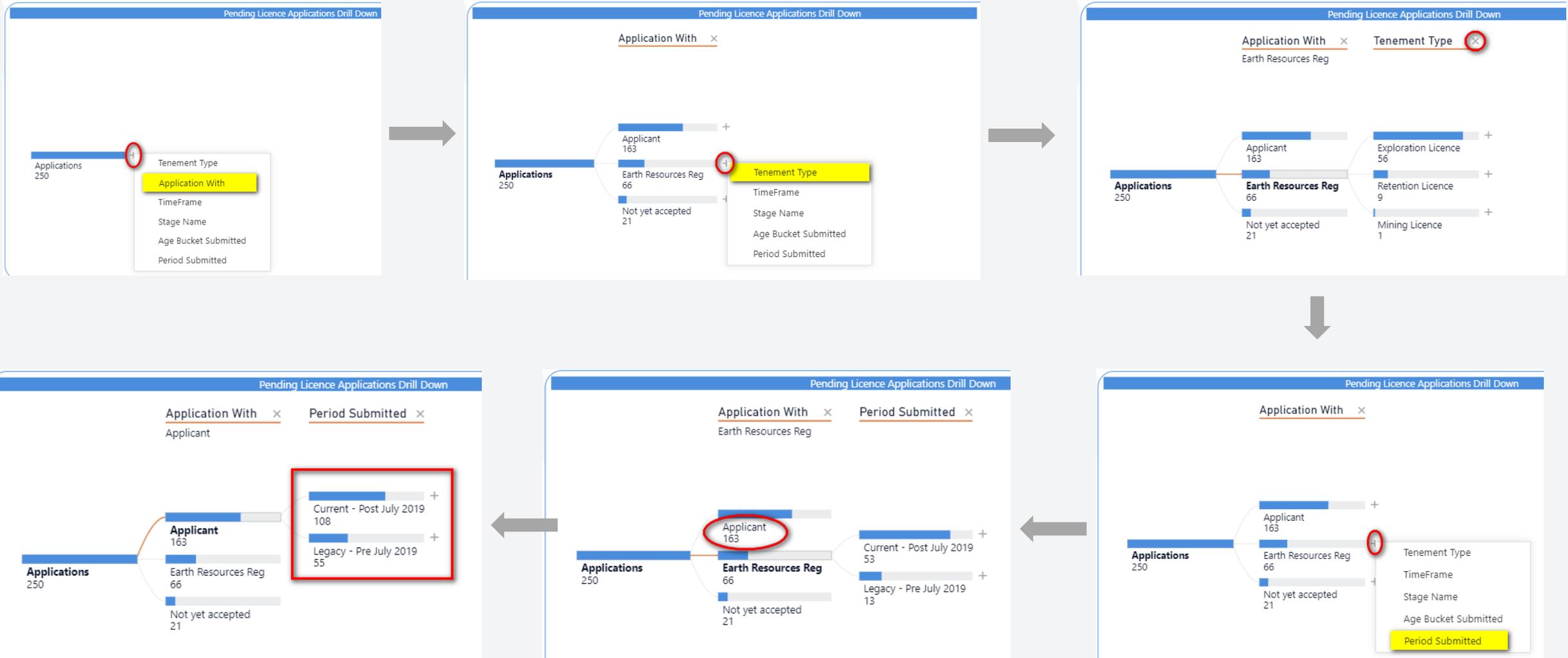
Data visual

The data visual feature displays data in tabular form, which can be sorted by clicking on column headers and filtered according to your selections.

Sort tenement numbers ascending.

Sort tenement numbers descending.

Scroll up and down or left and right to see more data.

Focus mode

Most headers include the focus mode ⬒ in the top right corner. This allows you to expand to full screen viewing mode to see more details.

Click on Back to report to return to the dashboard.

Page navigation

Click on the navigation pane at the bottom of the window to navigate back and forward between the pages or open and close full screen mode.

Pending Applications

Submitted and Finalised

Glossary

Microsoft Power BI   ‹   1 of 3   ›   in 🐦 f ↗ ⤢

Toggle to open and close full screen mode.

Navigate the pages by clicking on the arrows or selecting the page from the pop-up list.

In full screen mode

Exploration Licence	EL006318	Glenn Connor, Owen Coote	VAR-003744	Transfer	Applicant	Awaiting App
Exploration Licence	EL006428	Yendon HPA Pty Ltd	VAR-003700	Renewal	Earth Resources Reg	Approved by
Exploration Licence	EL006502	Fosterville Gold Mine Pty Ltd	VAR-003933	Partial Cancellation	Earth Resources Reg	Submitted
Exploration Licence	EL006503	Fosterville Gold Mine Pty Ltd	VAR-003934	Partial Cancellation	Earth Resources Reg	Submitted
Exploration Licence	EL006602	Tyrrell Resources Pty Ltd	VAR-003868	Transfer	Applicant	Awaiting App
Exploration Licence	EL006602	Tyrrell Resources Pty Ltd	VAR-003926	Licence Conditions Cha...	Earth Resources Reg	Submitted

← Go back   ≡ Pending Variatio... ⌄   ‹ ›   ⤡

Microsoft Power BI   ⤡ 1 of 3 ›   in 🐦 f ↗ ⤡

Page navigation controls

Close full screen

End of guide

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