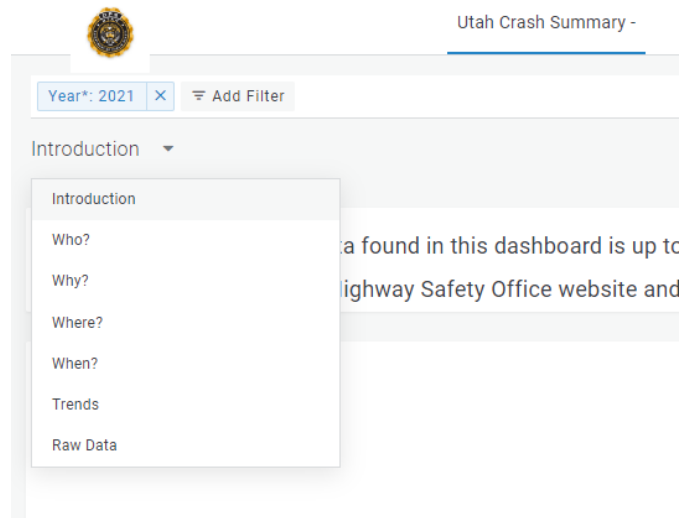


Utha Crash Data and Statistics

-Helpful Dashboard Tips-

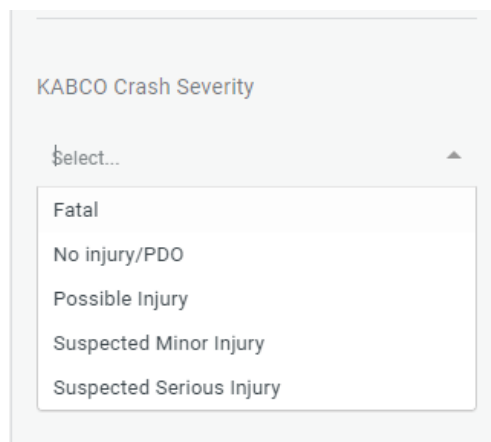
Dashboard Navigation

Navigating to different pages in the dashboards is simple. In each dashboard there are several different pages. Each dashboard is different, but most will contain the following pages: Introduction, Who?, Why?, Where?, When?, Trends, and Raw Data. Dashboards will always begin on the Introduction page. By selecting the arrow next to “Introduction,” which is located under the top filter bar on the left side, a drop down with the available pages will appear. These options can be clicked to show different crash data for the previously selected and filtered criteria(s) shown in the top filter bar.



Filtering by Crash Severity

Using the right side filter bar, the dashboards can easily be filtered by Crash Severity. Clicking on the word “select” under “KABCO Crash Severity” will bring up a drop down box with all of the severity levels.



Filtering by Year

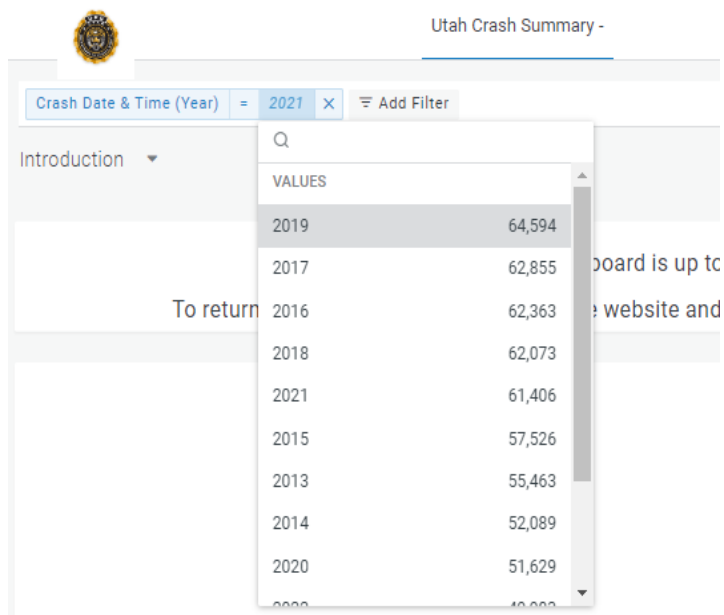
There are two ways to filter the year range in all dashboards.

The first way to select a year range is through the filter bar. The filter bar is located at the top of the dashboard on the left side. When going into a dashboard a year will already be selected. This field can be changed by clicking on the prefilled year and selecting a different year. The filter can be cleared by clicking the X on the right side of the year.

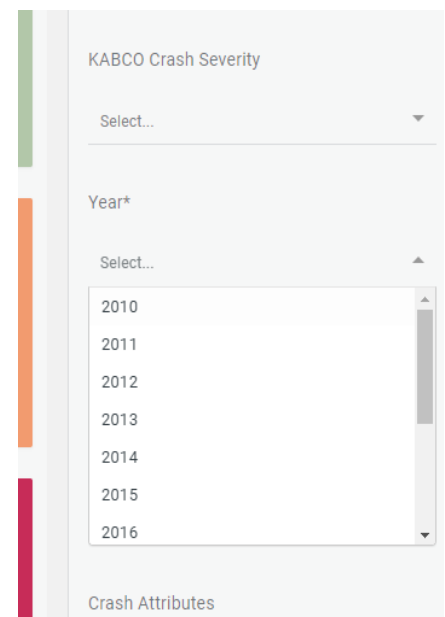
If the year is cleared, it can be chosen again by selecting "Add Filter" and typing "year" into the search area. There may be multiple options that appear, selecting "Crash Date & Time (Year)" is the recommended option.

A range of years can easily be filtered when "Crash Date & Time (Year)" is selected. When the = sign is clicked a drop down box will appear with "= is", "≠ is not," and "≤ is between." By selecting "≤" a range can easily be entered and filtered. For example if data is needed for 5 years starting in 2017, the filter bar would read as follows: Crash Date & Time (Year) ≤ 2017-2021.

The second way to filter the year is on the right side of the dashboard. The year can be selected by clicking on the word "select" under "Year*." Multiple years can be selected from the drop down options. There are options to select any year starting in 2010 and going to the current year.



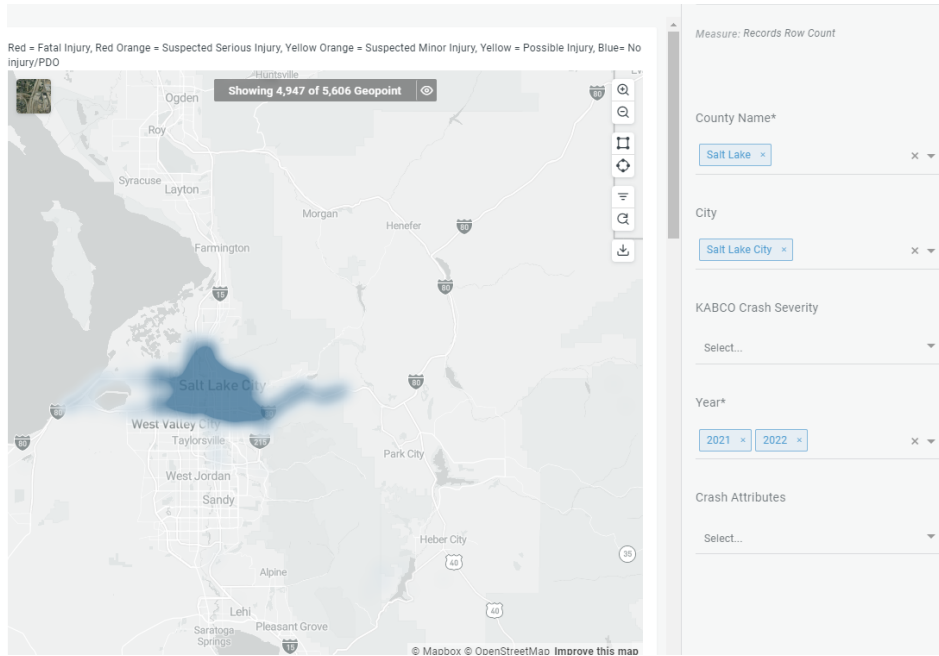
Option 1- Top Filter Bar



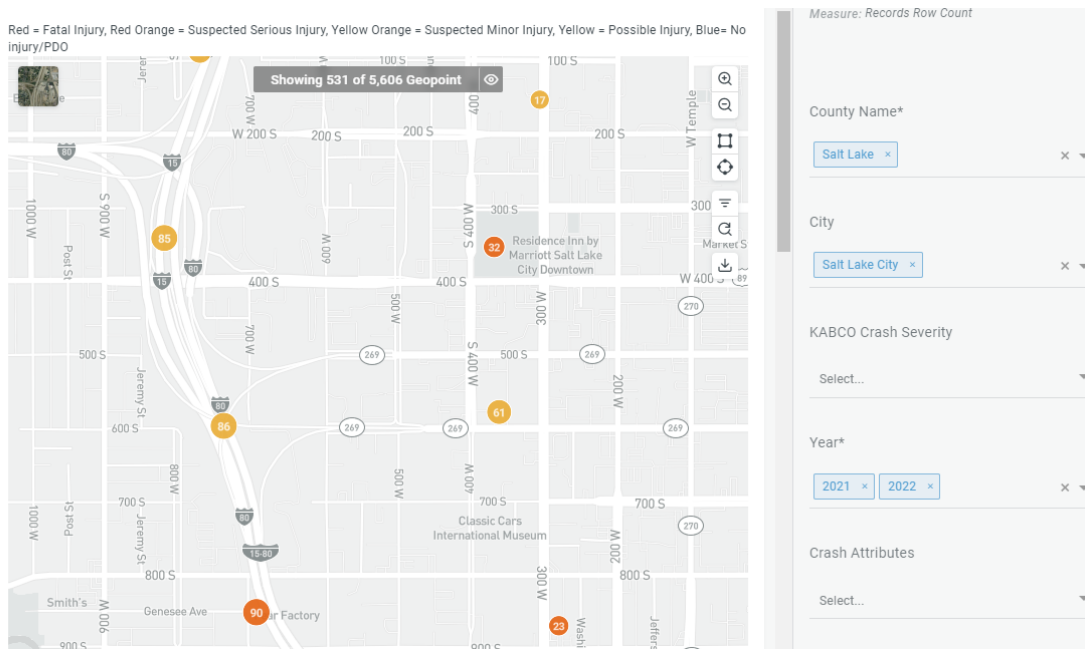
Option 2- Right Filter Sidebar

Filtering Data Using Map Feature

There is a map on the “Where?” page of each dashboard. This map can be used to find crash data for specific areas. When county and/or city are added to the right filter sidebar the map will zoom in to the selected area.



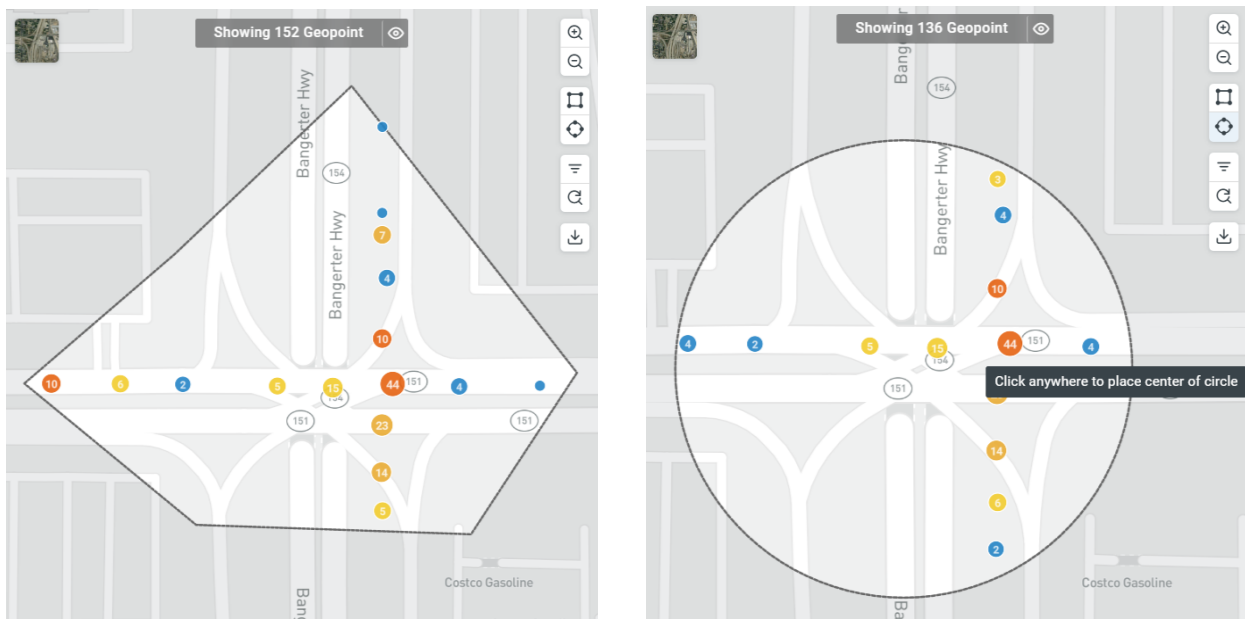
Zooming further into a certain area can be done by scrolling, or by clicking the “+” magnifying glass in the top right corner of the map.



Under the magnifying glass there is an option to draw a polygon (square with dots) and to draw a circle (circle with dots). These can further filter a zoomed in area, and are often used to find data for certain stretches of road, certain intersections, etc.

The polygon can be used by placing points around the filter area to create any shape. All crashes in the shape will be counted and all dashboard pages will be adjusted accordingly. Once all points are placed, the “draw a polygon” option needs to be clicked again to create the filter.

The circle can be used by placing the center point on the map and clicking once. You can adjust the coverage area in the top filter bar.



Navigating back to Highway Safety website

On the Introduction page of all dashboards there is a link to navigate back to the Highway Safety website, where the different dashboards can be viewed. This link is located in the top left corner of the page, under the top filter bar and page drop down. Simply click on the word “Here.”

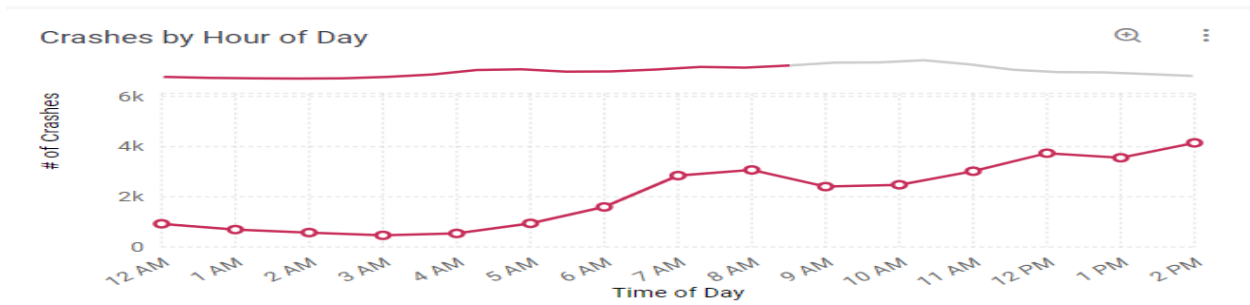
Additionally, the back arrow in most internet browsers can be used to navigate back to the Highway Safety website.

The data found in this dashboard is up to date as of yesterday.
To return to the Utah Highway Safety Office website and the full list of dashboards click [Here](#)

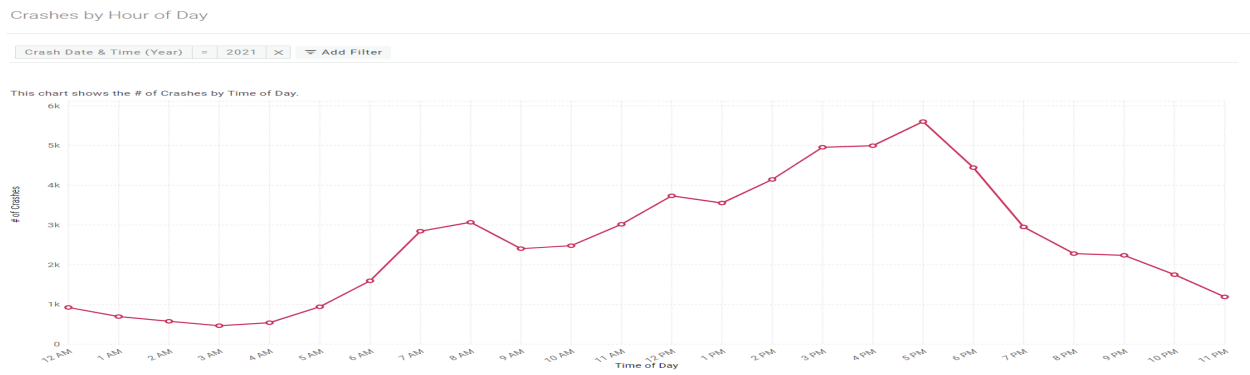
Charts or Text Not Displaying Properly

When the dashboards are viewed on a small screen, some of the charts and text may not be displayed correctly. This often occurs on charts that contain a large amount of information. As shown below, a chart may be cut off and have “hidden” data above what is shown. To view the entire chart, the magnifying glass in the top right corner of each chart can be clicked. This will make the selected chart cover the entire screen so all data can be properly viewed. The X in the top right corner can be clicked to exit the fully displayed chart.

Another way to fix this issue, without going into each chart, is adjusting the zoom of the screen. This can be done by holding down the Ctrl key on the keyboard and using the mouse to scroll down. Zooming out just a little can often fix any chart display issues.

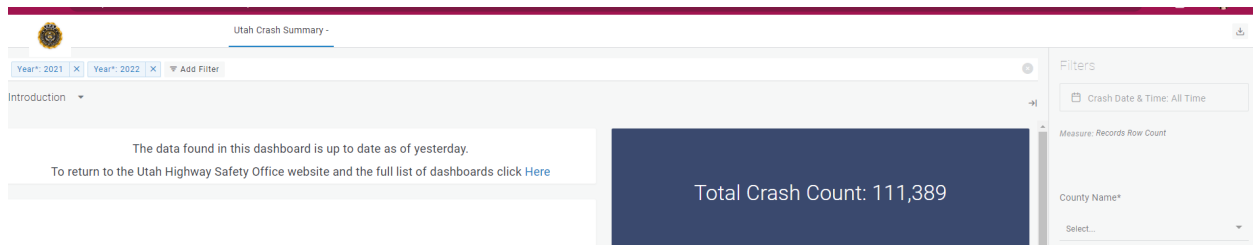


This chart shows the # of Crashes by Time of Day.



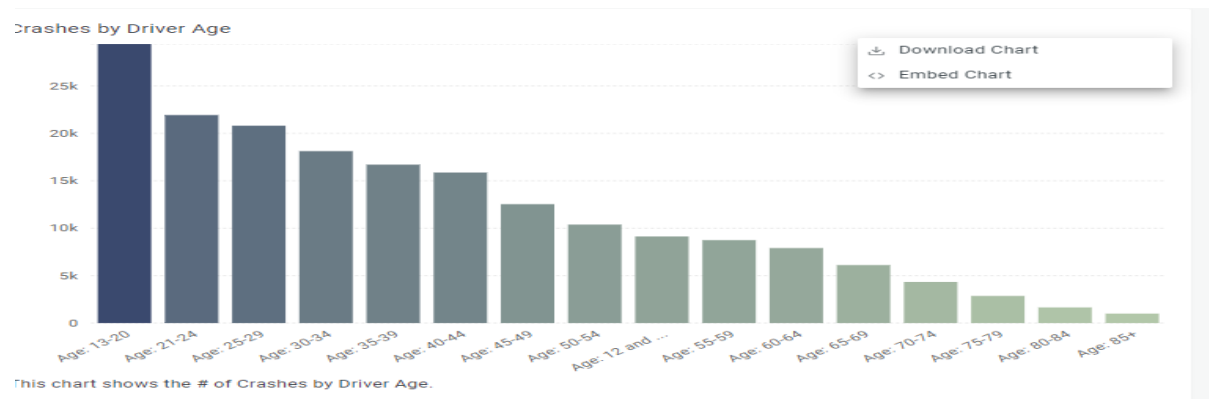
Downloading and Saving Data

Each page of a dashboard can be downloaded and saved. In the top right corner of all dashboards there is a download button. When clicked, “Report Options” will appear. At the top the name of the dashboard being downloaded will be displayed. Next, the Tab/Page can be selected from the drop down options. Lastly, the “Report Title” can be changed and the “Create Report” button can be clicked to create a PDF of the dashboard.



Individual charts can be easily downloaded and saved as an image (.png). This can be done by clicking on the three dots in the top right corner of the chart, next to the magnifying glass. This will bring up the option to “Download Chart.”

Under “Download Chart,” there is an “Embed Chart” option. Any chart can also be embedded into a document or presentation by copying the embedding link provided.



For more information or one-on-one training, please contact Barbra Freeman at 801-783-7250 or bafreeman@utah.gov.

Was this document helpful for you? Do you have any suggestions on how to make this document better? Please take some time and send us feedback at bafreeman@utah.gov