

DASHBOARD BUILDER

USER MANUAL

DATA
FOR ALL

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Executive Summary

DFA Dashboard is a cutting-edge online platform designed for creating and managing customized dashboards. With its intuitive interface and interactive features, DFA Dashboard empowers users to tailor dashboards to their specific needs effortlessly.

This open-source application offers unparalleled flexibility, allowing users to create and customize objects according to their requirements. By leveraging a drag-and-drop approach, DFA Dashboard streamlines the dashboard creation process, making it both convenient and time-efficient.

With DFA Dashboard, users can unlock the full potential of their data. The platform presents information in various formats, including charts, graphs, and maps, facilitating easy data analysis. Whether seeking qualitative insights or quantitative analysis, DFA Dashboard equips users with the tools needed to gain comprehensive knowledge from their data.

Experience the future of dashboard creation with DFA Dashboard, where customization meets convenience for a seamless data visualization experience.

Log in Process

Accessing the DFA Dashboard: Step-by-Step Guide: Once you land on the login page, enter your credentials:

DFA Visualizer Demo

Link: <https://demo.visualizer.dataforall.org/Sectors#/>

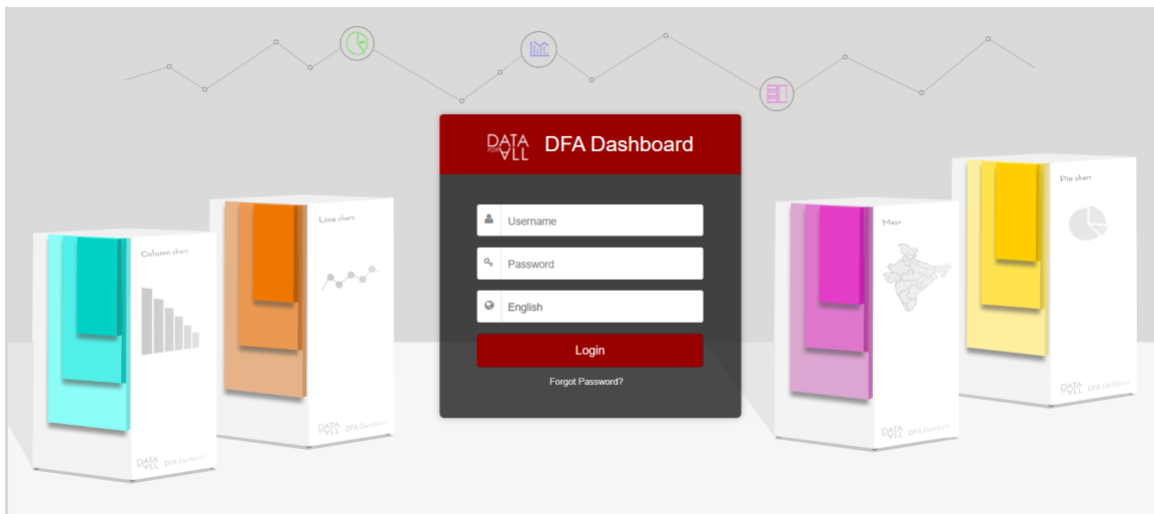
Login Credentials:

Username: admin

Password: demo

Choose your preferred language from the dropdown menu provided. Options include English, French, Arabic, Portuguese, or Spanish.

- After entering your login credentials and selecting your language, click on the "Login" button located at the bottom of the page.
- By following these steps, you'll gain access to the DFA Dashboard and its comprehensive features for managing and analyzing data effectively.



Main Landing Page

Upon logging into the application, users will be greeted with the Main Landing Page, which consists of two primary sections:

Left Section:

- **Dashboards:** Access a variety of pre-built and customized dashboards tailored to your data analysis needs.
- **Databases:** Explore and manage databases containing essential data sets for analysis.
- **Administration:** Perform administrative tasks and manage user accounts, permissions, and system settings.

Right Section:

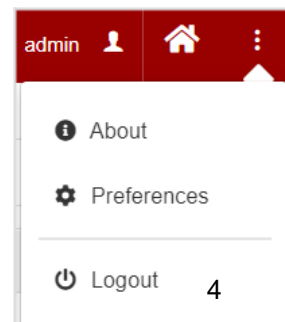
- **Options:** The content displayed in this section will dynamically change based on the selection made in the left navigation pane. For example, selecting "Dashboards" will display options related to dashboard management, while selecting "Databases" will show options relevant to database management. By utilizing the navigation pane on the left and interacting with the options on the right, users can seamlessly navigate through the application and access the tools and functionalities needed to analyze and manage data effectively.



Understanding the Main Landing Page

Version 4.15.5

1. Version Number - It will display the updated version number of the application, which can be viewed at the bottom right corner of the application.
2. In the top right corner, you will see -
 - a. Name of the logged-in user
 - b. 'Home icon' to go to the homepage of the application.



c. Log out option in the dropdown to log out from the application

The navigation pane on the left consists of three main options:

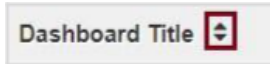
1. **Dashboards:** Access and manage a variety of dashboards, facilitating viewing, editing, and creation of tailored data analysis tools.
2. **Header and Footer:** Navigate through application sections quickly using menus located at the top and bottom of the page.
3. **Data Warehouse:** Manage data warehouse connections for efficient data integration and management tasks.
4. **Administration:** Administer user accounts, permissions, and language translations for seamless system management.
5. **Media Files:** Manage multimedia assets, including images, videos, and documents, ensuring their smooth integration within dashboards.



Detailed instructions for each option will follow in subsequent sections, offering comprehensive guidance on their functionalities.

1. **Breadcrumb trail bar** – It shows a link to each page the user has navigated through and the current location on the website of the user. It is a complete trail of the path you followed to reach your current location.
2. **Toolbar** - It provides tools to add a new component or search a record based on the typed text.
3. **Grid View** - This area contains the list of records based on the selected option from the left navigation pane. By default, the 'Dashboards' option is selected so it will display a list of dashboards.

Grid View Overview





Dashboard Title: Displays the title of each dashboard. Click the icon to sort titles alphabetically in ascending or descending order.

Data Warehouse: Indicates the data warehouse connection associated with each dashboard.

Publish URL: This shows the URL where each dashboard is published. Blank if not published yet.


Modified on: Displays the date and time of the last modification made to each dashboard.


Actions: Perform various actions on dashboards:

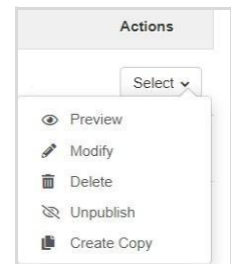
Preview: View the dashboard.  Preview  Modify

Change dashboard settings.  Modify







Delete: Remove a dashboard.  Delete

Unpublish: Remove a dashboard from publication.  Unpublish

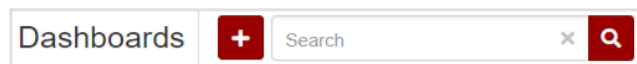
Create Copy: Duplicate a dashboard, appending '- Copy' to the title.  Create Copy This overview provides quick access to essential information and actions for managing dashboards efficiently.



Features of Grid View

- Up/Down button  present on the title bar helps to sort the data. By clicking on the up/down arrow, the arrow changes to an up arrow . The records then get displayed in the increasing alphabetical order of the title. On clicking again, the arrow changes to down arrow . The records then get displayed in the decreasing alphabetical order of title.
- Navigation: Click and drag the  arrow towards  left to get a full screen view of the page. In the full screen mode, the button changes to  that can be dragged on to the right in order to view the left navigation pane.

Toolbar





Understanding the Toolbar Functionality

- Location: Situated beneath the breadcrumb trail bar, the toolbar dynamically adjusts based on selections from the left-side menu.
- Object Creation: Enables users to seamlessly add new objects within the chosen section, enhancing customization and flexibility.
- Record Search: Facilitates efficient retrieval of records by allowing users to search based on typed text, streamlining navigation and information access.

The toolbar serves as a versatile interface component, offering essential tools for object creation and record retrieval, thereby optimizing user interaction and workflow efficiency.

It is divided into 3 sections:

1. Title - It displays the component selected by the user to work upon from the left navigation pane.
2. Add - It is used to  add a new object based on the selection of options from the left  navigation pane.

3. Search Bar Functionality: The search bar enables users to find specific records swiftly.
 - Search: Enter keywords and click the search icon.
 - Cancel: Clear the search bar by clicking the cancel icon.

This feature enhances efficiency, ensuring seamless navigation.

Data Warehouse Integration Module

Functionality: Facilitates seamless access to the data warehouse within the application for swift chart and visualization creation.

Importance: Vital for establishing the source of data required to populate dashboards.

Key Features:

Seamless Integration: Connects to the data warehouse for effortless dashboard creation.

Centralized Access: Provides a centralized platform for data utilization.

Enhanced Visualization: Empowers users to create insightful visualizations and charts.

Establishing a data warehouse connection enables efficient data utilization for informed decision-making and analysis.

Accessing Data warehouse


Click on the 'Data warehouse option from the left navigation pane:



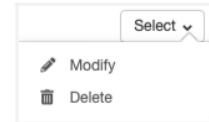
The data warehouse admin panel is similar to the dashboard admin panel except for the data view.


Data Warehouse Grid View

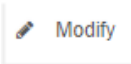
1. Data warehouse Name – It displays the Data warehouse connection name. You can sort the Database Names based on increasing/decreasing alphabetical order

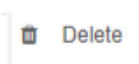
by clicking on. 

2. Data warehouse Type – Displays the type of datatype.
3. Data warehouse – Displays the name of the database.
4. Access Type – Displays access type.

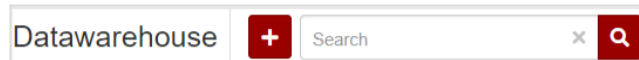



5. System – It will show a tick mark () if the database is active.
6. Actions – The user can perform certain actions on the database connection by choosing the action from the dropdown menu as shown below:

- a. `Modify – Click  button to modify any data warehouse connection-related detail. It will redirect you to data warehouse connection details and allow you to edit the same. Then, enter the password and click on 'Test connection' to test the connectivity and save it by clicking the 'Save' button.

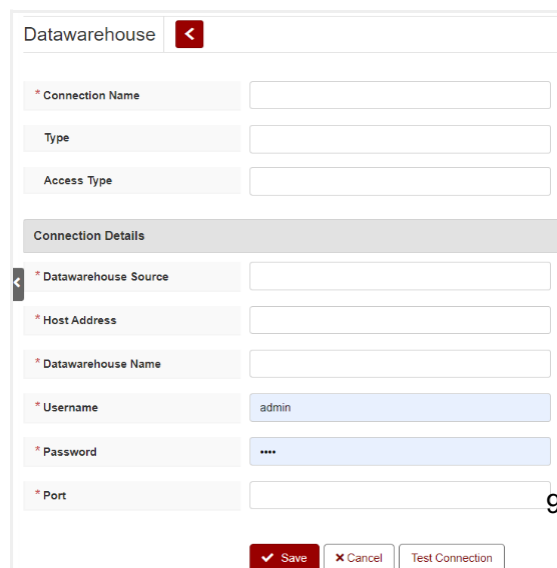
- b. Delete – Click  button to delete a data warehouse connection. A confirmation message will appear. Click 'Delete' to confirm the deletion otherwise click the 'Cancel' button to undo the action.

To Create a New Data warehouse



To add a new Data warehouse,  Click icon from the toolbar. A form opens allowing you to enter details for the creation of the database. The fields marked with an asterisk (*) are mandatory.

1. Connection Name – Enter a unique name that you want to give to the data warehouse connection. Note - Only Capital letters (A-Z), Small letters (a-z), digits (0 to 9), commas (,), dots (.), and spaces () are allowed in the Connection Name field.



The form contains the following fields:

- Connection Name (Mandatory)
- Type
- Access Type
- Connection Details section:
 - Datawarehouse Source (Mandatory)
 - Host Address (Mandatory)
 - Datawarehouse Name (Mandatory)
 - Username (Mandatory, value: admin)
 - Password (Mandatory, masked with dots)
 - Port (Mandatory)

Buttons at the bottom: Save, Cancel, Test Connection.

2. Type: Choose 'DevInfo' from the dropdown menu, which stores data for compiling and disseminating information.
3. Access Type: Select either 'Query' or 'API.' With 'Query,' the system retrieves data using a query, while 'API' fetches information from other websites, requiring a URL.
4. Data Warehouse Source: Choose either 'MySQL' or 'SQL Server,' provided by the System Admin (SA) team.
5. Host Address: Enter the host address provided by the SA team to identify the data warehouse on the network.
6. Data Warehouse Type: Specify the data warehouse name for the connection, provided by the System Admin team.
7. Username and Password: Enter the credentials provided by the SA team to access the data.
8. Port: The port number is auto-generated based on the selected data warehouse source type.
9. Test Connection: After entering all details, click 'Test Connection' to check connectivity. If successful, a 'Connection Successful' message appears; otherwise, an error is displayed.
10. Save: Click 'Save' to retain changes permanently, or 'Cancel' to discard changes and exit the page. After successfully creating and saving a new data warehouse connection, it will be visible in the data warehouse admin panel.

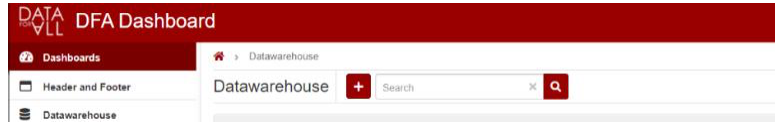
Datawarehouse Name ▾	Datawarehouse Type ⚙	Datawarehouse ⚙	Access Type ⚙	System	Actions
Amor Demo Datawarehouse [en]	D17	demo-dw-24-amor	Query	✓	Select ▾

Dashboard

A dashboard serves as a visual representation of data, designed to be easily comprehensible and accessible. It is linked to a database connection, ensuring continuous updates of information for real-time insights and analysis.

Access Dashboards


To access Dashboard, click the 'Dashboards' option on the left navigation pane.



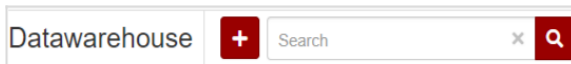
Dashboard Grid View

The dashboard admin panel has been already discussed in the Grid View section.

To create a new Dashboard

Click  to create a new dashboard. It will open a page allowing you to enter dashboard-related details:

1. Dashboard Name – Enter a unique name of the dashboard.
2. MAP URL – To use MAPs, there is a server where shapefiles of areas/regions are being uploaded. Enter the URL of that server in this field. The URL will be provided by the system admin.
3. Dashboard URL – Enter a name for the dashboard using which the dashboard will get published.
4. Resolution – Choose the resolution for your dashboard from the two choices listed - '1024 px' or '100%'.
5. Database Connection – Choose a database connection from the drop-down with which you want to connect the dashboard.



6. To enable Area Profile, check the tick box. Once selected, the following options will appear for creating an Area Profile:

- Profile Home Page URL (automatically generated)
- Area Level From
- Area Level To
- Profile Default Area
- Home Text
- Home Page Header HTML
- Home Page Footer HTML

Click "Save" to preserve the dashboard details and the changes made, or "Cancel" to exit without saving. After saving, you will be directed to the Design page to customize the dashboard layout.

To access an existing Dashboard

To access an existing dashboard, simply click on the desired dashboard from the Dashboard admin panel. This action will redirect you to the design page of the selected Dashboard.

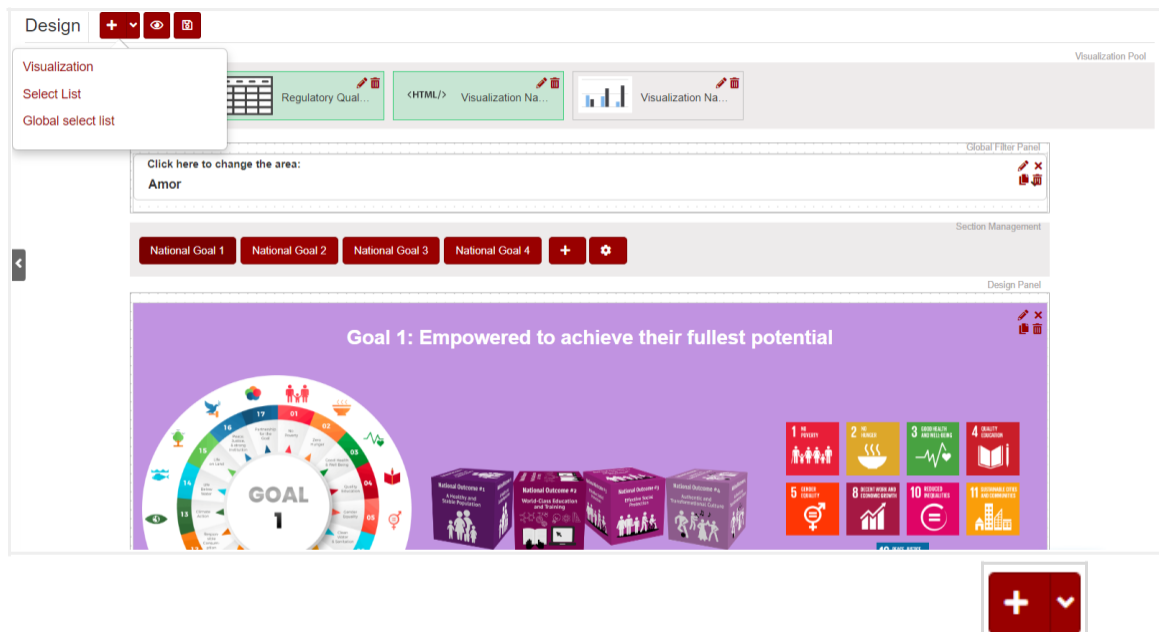
Dashboard Title	Datawarehouse	Publish Url	Modified On	Actions
DFA Demo Dashboard - Education (43)	Education Demo Datawarehouse [en]	https://demo.dashboard.dataforall.org/Education (48) Published date: Feb 23, 2024 1:56:19 PM	Feb 22, 2024 5:50:15 PM	Select
Amor Dashboard (33)	Amor Demo Datawarehouse [en]	https://demo.dashboard.dataforall.org/Amor (52) Published date: Feb 23, 2024 1:54:25 PM	May 14, 2024 5:26:52 PM	Select



Design

The design page serves as the main platform for dashboard creation. To initiate the dashboard design, simply click on the desired dashboard from the main page. Here, the dashboard builder offers a highly interactive experience. Employing a Drag and Drop approach, users can seamlessly add objects and modify their properties. Objects can be effortlessly moved or resized on this page. The design page comprises three primary components:

- Visualization: This section allows users to add and configure visual elements.
- Select List: Users can create and manage select lists for filtering data.
- Global Select List: This feature enables the creation and management of global select lists for broader data filtering options.

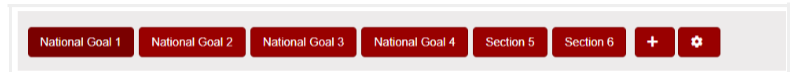
The components of the page are:




1. Add – Click the button to add a new component to the design page
2. Preview - Click  the button to see what the created design looks like. It will open in another window and show the preview of the page.
3. Save - Click  button to save a design.
4. Global select list area - This area displays a list of GSL objects only.
5. Section Bar - It displays various sections of the dashboard.
6. Section - This area displays ‘visualizations’ and ‘select list’ objects of the design.


Section Bar


The section bar displays all the sections of a dashboard. A dashboard can have single or multiple sections. By default, only one section i.e., ‘Section 1’ is present.



You can add a new section by clicking on the button.  It will add a new section to the section bar.

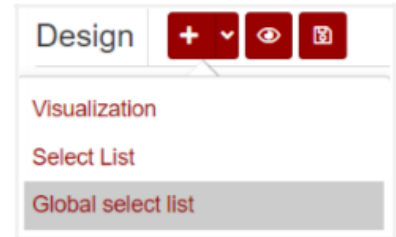
Section Management

You can manage different sections by clicking on  the button of the Section bar. It will open a new pop-up consisting of the following parameters -


- Name – It allows you to edit the name of a section.
- Order – It allows you to change the order by which sections appear on a dashboard. Enter ‘1’ for the section that you want to appear first and ‘2’ for a section that will appear next to section 1 in the Section bar.
- Hide Global Filter – If you enable this field, then it will hide the GSL from that section.
- Resolution – It is used to set a resolution for the section. It can be either 1024 px or 100%.
- Action – It allows you to delete a section. Click  button to perform the deletion.
- Click the ‘OK’ button to apply the changes or ‘Cancel’ to discard the changes.

Global Select List (GSL)

- The Global Select List (GSL) serves as a repository for objects with universal applicability within the dashboard.
- Its presentation can be customized to either a 'Drop-down' or 'List View'.
- Objects within the GSL are categorized into two types: 'Area' or 'Time Period'.
- Strategically positioned at the top of the design page, the GSL can be effortlessly relocated to the 'Global Select List Area' for seamless integration.
- Selections made within the GSL have a far-reaching impact, influencing all sections of the dashboard uniformly.



To add a GSL

- Click on. 
- Select 'Global Select List' from the drop-down menu.

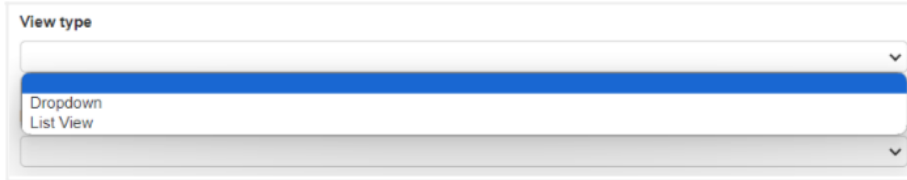
To Configure a GSL

At the apex of the page, a text box gracefully presents itself. Should the need arise, you possess the liberty to modify the GSL's name within this box. This name corresponds to the object repository within the design page, thereby simplifying the identification and accessibility of the GSL object.

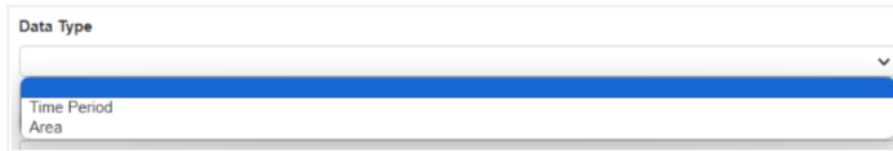
The image shows a 'CONFIGURE SELECT LIST' settings panel with the following fields: 'View type' (dropdown), 'Data Type' (dropdown), 'Label' (text input), and an 'Enable search' checkbox.

Configure Select List:

- View Type – Choose the type of GSL object – Drop down or List View.

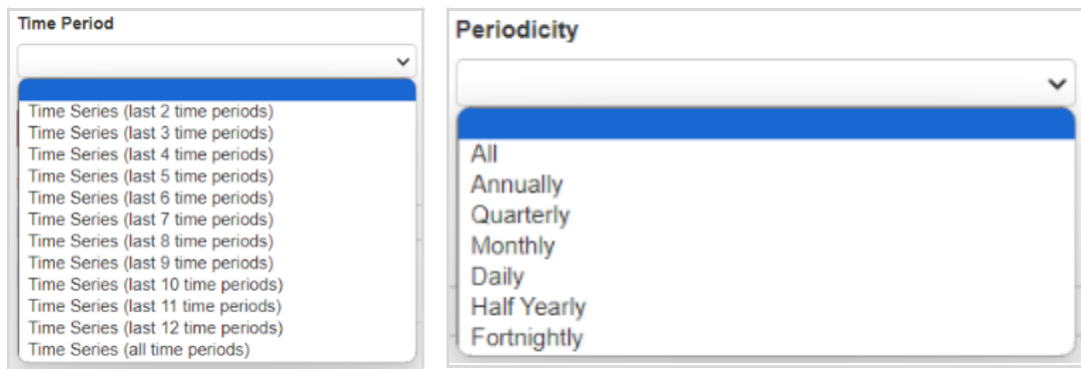


- Data type – Choose the data type.



When opting for the data type "Time Period," you have two avenues for selecting the value:

- By clicking the "Time Period" button, a pop-up emerges, presenting various options. Simply tick the desired option and click "OK" to confirm the selection or "Cancel" to retract it.
- Alternatively, you can designate the periodicity by which time periods will be displayed in the dropdown or list view for selection. This can be accomplished by selecting the preferred periodicity from the "Periodicity" dropdown menu.



When opting for the 'Area' datatype, you must specify the levels of area to be displayed:

- Area Level From: Specify the starting level of the area you wish to display.
- Area Level To: Specify the ending level of the area you wish to display.

Data Type

Area ▼

Area Level From **Area Level To** **Default Area**

Label

Enable search

1. For example, if your database hierarchy includes Country Name, State Name, and City Name, and you want to display country names at the root level.
2. Area Level From: Enter '1' to display country names.
3. Area Level To: Specify the level up to which you want to display the area names. For example, if you enter '2', it will display country names to state names.
4. If you input '1' in Area Level From and '2' in Area Level To, the list will start from country names and include state names.
5. If you input '1' in Area Level From and '3' in Area Level To, the list will start from country names and include city names.

Note: The available area levels depend on the data in the database. If only one level of data is available, it will be displayed accordingly regardless of the input.

6. Default Area: Optionally, you can specify a default area to display.
7. Show Flag: Tick this option if you want to display flag images along with the country names.

Custom CSS Class


Label

Enable search

- Custom CSS Class: Enter a CSS class name if you wish to customize the Global Select List (GSL) using HTML and CSS.
- Label: Type the text that you want to appear at the top of the dropdown or list view in the GSL.
- Enable Search: Tick the checkbox to enable the 'Search' option in the dropdown for Time Period on the display side.

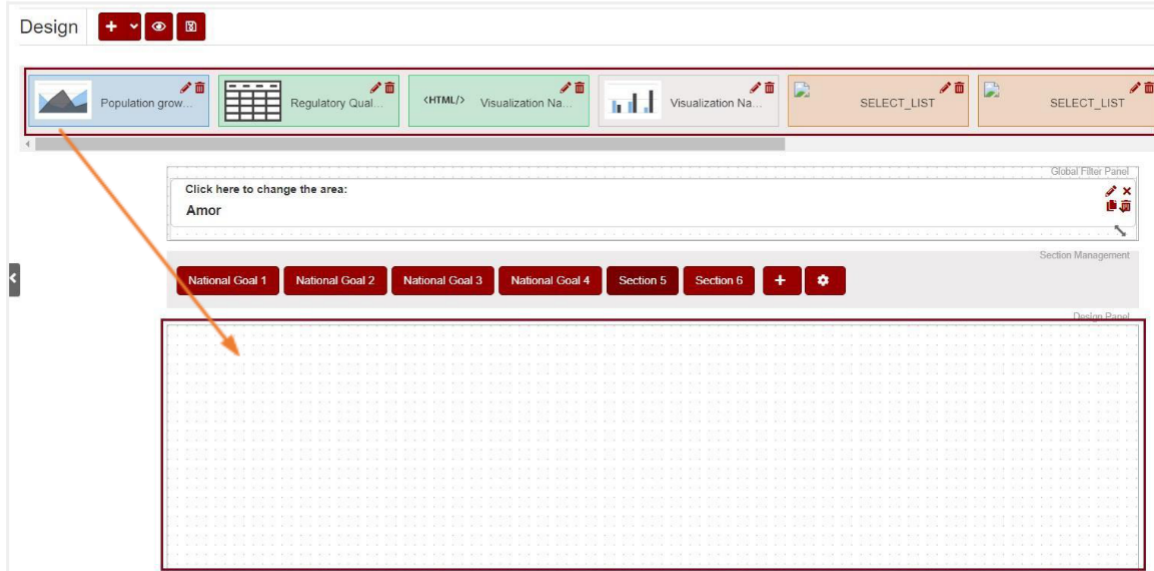
Setting

Data Warehouse Connection: Click on the dropdown menu to select a data warehouse connection from the list. By default, the selected database connection is the one you chose while creating the dashboard, but you can change it from the dropdown if needed.

Click 'Save'  to save the applied changes and exit the page.

To access a Select list

Once you have created and configured a Select List, it will start appearing in the 'Object Repository' located at the top of the Design Page. To use it, simply drag and drop it into the 'Section Area'. Once placed, it will be applied to the visualization with which it is connected. Data in the visualization will be displayed based on the selections made from the Select List. You can find the Select List displayed on the Design page as shown below:



The list highlighted within the red rectangle is the Select List. In this example, the 'Primary' option is selected from the Select List.


**NOTE: When creating an Area Profile, the Global Select List is embedded or added as a part of the design page. Therefore, there is no need for the user to create a separate Global Select List.*

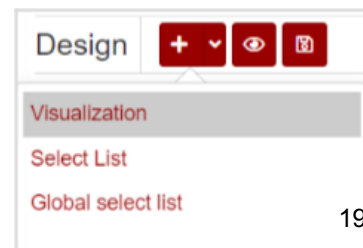
Visualization

Enables the creation of objects such as charts, graphs, tables, maps, and HTML designs on the design page. These objects can be customized according to specific requirements.

- To utilize visualization, simply drag and drop it into the 'Section Area' where it can be further configured.
- In the context of charts and graphs, the component plotted on the X-axis is referred to as the Category, while the one plotted on the Y-axis is called the Series. This distinction helps in organizing and presenting data effectively.

To add a Visualization

- Click on 
- Select 'Visualization' from the drop-down menu

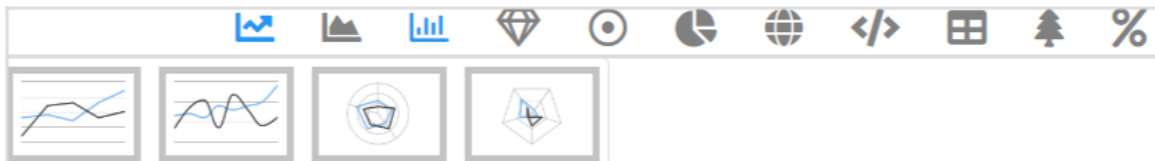


Visualization Type

Visualization selection involves choosing the type of visualization and selecting the desired category from the options available on the right side of the screen. This process allows users to tailor their visual representations to best suit their data and analytical needs.



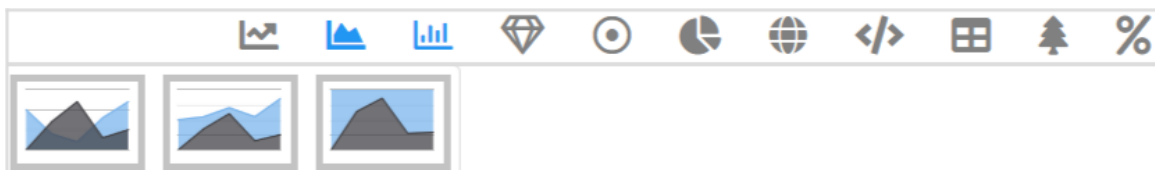
Line charts



The line chart is employed to depict a series of data points connected with a line, where each data point is referred to as a 'Marker'. There are four types of line charts available:

- Line chart
- Spline
- Polar line
- Spiderweb

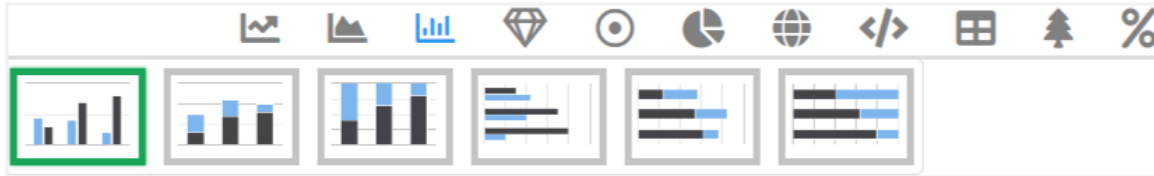
Area charts



An area chart is essentially a line chart where the areas below the lines are filled with colors. It comes in three types:

- Basic
- Stacked
- Stacked Percent

Bar Chart

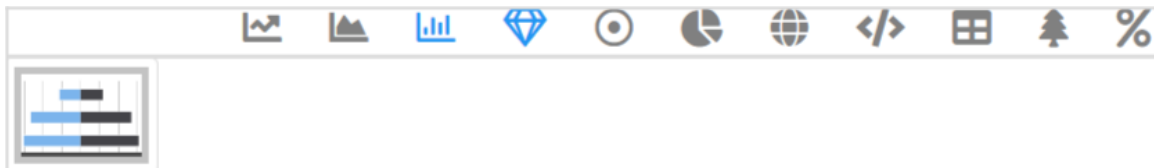


If you prefer showcasing data with rectangular bars, the Col/Bar chart is the way to go.

It offers six types:

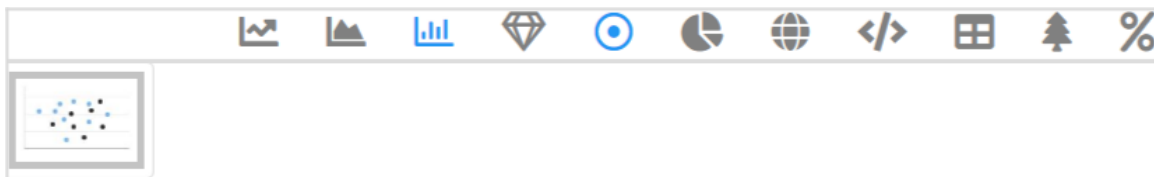
1. Grouped column
2. Stacked
3. Stacked percent
4. Basic bar
5. Stacked bar
6. Stacked percent bar

Pyramid



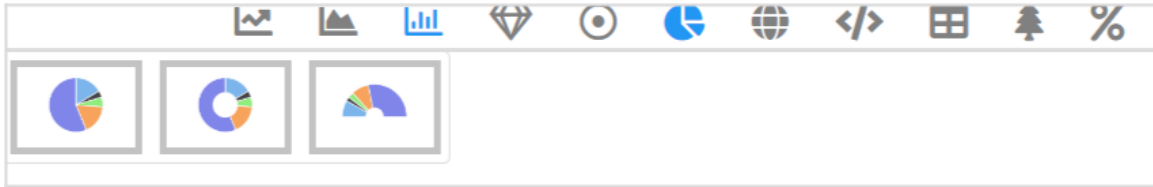
The Pyramid chart is a graphical representation that forms the shape of a pyramid as data accumulates or grows. An example of this type of chart is the Age pyramid, which visually depicts the distribution of population across different age groups.

Scatter



A Scatter chart is plotted to display data values using Cartesian coordinates. It utilizes dots to represent individual data points, with each dot positioned according to its corresponding x and y values on the chart's axes.

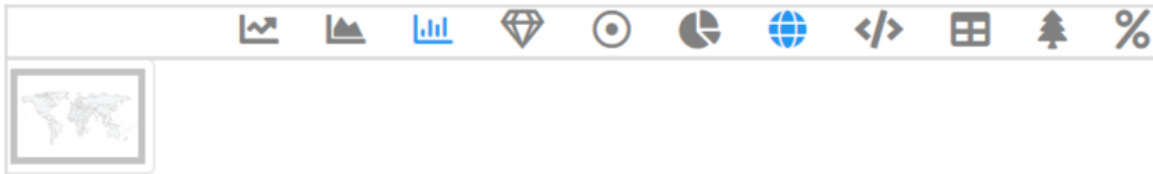
Pie chart



A Pie chart is a circular chart divided into sectors, each representing the magnitude of a quantity. There are four types of Pie charts:

- Pie chart
- Donut
- Semi Donut

Maps



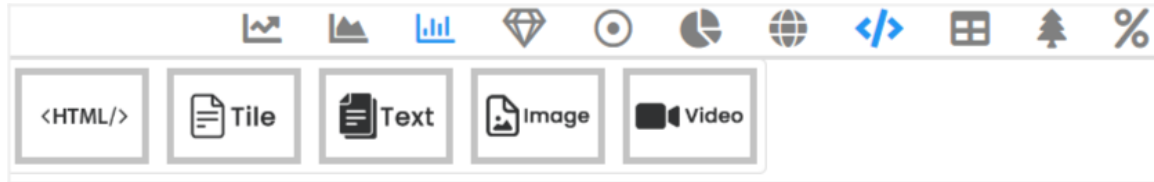
The map is used to represent data values over an area/region.



To choose an area on the Map, follow these steps:

- Search for the name of the area or region by typing its name in the Search box.
- Double-click on the area name from the list of search results.
- Different types of maps of the selected area will start displaying on the right side of the page.
- Hover over the map options and click on the "Use this map" button for the desired map.
- Click "OK" to confirm the selection or "Cancel" to abandon the action.
- The selected area will start displaying in the display area on the right side of the page, allowing you to proceed with your work.

Custom



HTML: To create customized visualizations using HTML, select the "Custom" option from the "Visualization Type" dropdown. Upon selecting "HTML," a new tab labeled "Customize HTML" will appear at the top.

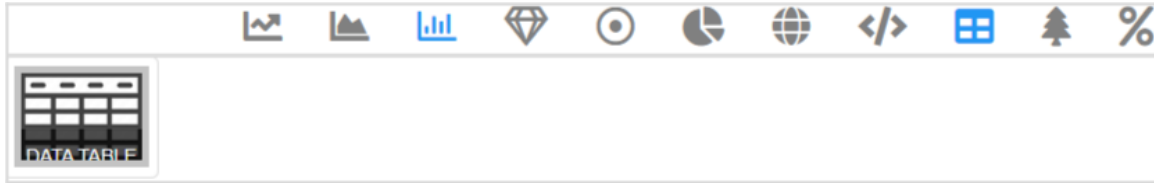
In the "HTML" textbox, you can write HTML code to:

- Add static text dynamically pulled from the IUS.
- Define the data source and time period.
- Incorporate images to enhance the visualization design using HTML code.
- Write the entire page in HTML.

Profile Downloader: To create a downloader for a profile document, navigate to the "Customize" tab and click on "Profile Downloader."

- **Parameters for setting up the profile downloader:** File Prefix: Enter the name of the profile document.
- **Enable Thumbnail:** Check this box to display a thumbnail for the profile document.
- **Download:** Choose the download format (PDF or Excel).
- **Download Button Text:** Specify the text for the download link.
- **Custom CSS Class:** Create a customized CSS class for formatting styles and enter its name in the textbox.
- Click "Apply" to implement the changes, "Save" to save the applied changes, or "Cancel" to discard the changes and exit the page.
- **Slider:** To showcase multiple media files such as images or videos, click on "Slider."

Table:



A table is utilized to present data and its values in rows and columns. There are two types of tables:

DFA Table: The DFA table is an AG grid used to represent data values.

Features of the DFA Table include:

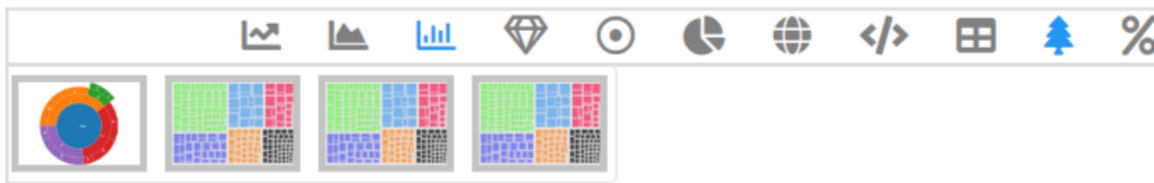
Theme application to the indicator

Column order adjustment via drag-and-drop functionality.

Customization of column width and row height.

Pivot rows to compute results such as average, count, first, last, maximum, minimum, and sum operations within a column. Export table data in CSV format.

Tree Map



Tree map is a diagram used to display data for each category via area size. Each category is represented by a segment of different colour. There are four types:

1. Sunburst
 2. Treemap - Squares
 3. Treemap - Splice and dice
 4. Treemap – Stripes
- Click the 'Tree Map' option from the 'Visualization Type' tab and choose the type of tree map chart you want to create.
 - Click 'Apply' to apply the changes and 'Save' to save the applied changes or 'Cancel' to abandon the changes and exit the page.

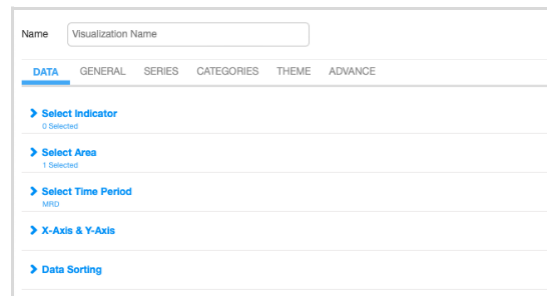
Percentage Chart



A percentage chart visually represents data in the form of percentages. It serves as a graphical representation of proportions or distributions, where each segment of the chart corresponds to a percentage of the whole dataset.

Customize

BYD offers a diverse array of customized tools to format the visualization components on the design page. To explore these customization options, simply click on each of them listed on the left side of the 'Customize' tab. Below are the details:



Data

In the 'Configure Data' section, there are five tabs to manage the data selection process:

- **Select Indicator:** This tab is for choosing an indicator to be displayed on the dashboard.
- **Select Indicator:** Click this button to open a pop-up window to choose an indicator or subgroup.
- **Search Box:** Type relevant text to search for specific indicators.
- **Change IUS List View:** Switch between different list views, such as 'Sector wise'.
- **Select indicators or subgroups** by ticking the checkboxes or expanding collapsible views.
- Click 'OK' to confirm selections or 'Cancel' to discard changes.
- Remove selected indicators by clicking the 'X' button next to them.
- **Exception List:** Exclude specific subgroups from the selected list by choosing them under the 'Subgroup' tab.
- **X-Axis and Y-Axis:** Choose elements to be displayed on the X-Axis or Y-Axis by ticking one or multiple elements from the list.
- **Select Area:** Select an area to be displayed on the dashboard.

- Global Select List: Choose an area from the Global Select List (GSL) by default.
- Children of Selected Area: Plot children elements of the selected area, such as cities or districts.
- Sibling of Selected Area: Display sibling elements of the selected area, such as other countries.
- These tabs provide a comprehensive set of options to configure data selection for your dashboard visualization.
- Parents of Selected Areas – In this case, parent elements of the selected area will be plotted in the dashboard. If the selected area is a country, then the parent of the selected area will be the name of other countries
- Custom Area – You can customize the selection of an Area by clicking on the “Select Area” button, A pop-up will appear which will allow you to choose an area. Click ‘OK’ to confirm the selection or ‘Cancel’ to cancel it.

Time Period

- It is used to select the Time Period.
- By default, ‘Linked to Filter’ is selected. In this case, time period is selected from GSL or the Select list to which visualization is hooked to.
- You can also choose other options as shown above. Then, time period will display as per the selection you have made.

General:

- In the 'General' section, users have access to eight tabs offering extensive customization options:
- Chart and Plot Areas:
- Choose background color and border properties for the chart area.
- Customize plot area with background color, border color, width, and radius.
- Apply color themes to chart series.

No Data Text:

- Define the text to display when there is no data available for the selected information.

Title:

- Customize the title of the visualization:


Main Title:

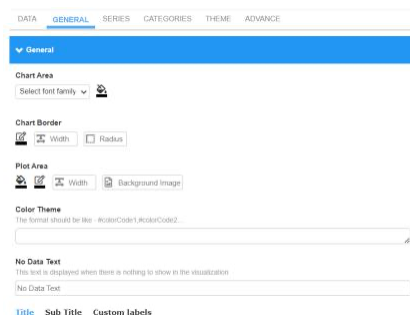
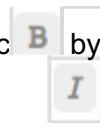
- Edit the main title displayed at the top of the visualization.

Generate Dynamic:

- Enable this option when the visualization is linked to a Select List.
- In 'Main Title', select IND for Indicator, unit for Unit, SUB for Subgroup, area for Area, and TIME for time period. This dynamically exports the value of these elements from the Select List.

Style:

- You can make the title text to appear bold by clicking on **B** by clicking on and can change the font size by choosing it from the drop-down. 
- You can change the color of the text by choosing a color from the 'Color' color picker.
- To change the style of font, click 'Select Font Family' and choose the font style that you want to apply from the drop-down menu.



Sub Title

- It is used to customize the Sub Title (appear below the Title).
- Sub Title – You can add/edit the text of the Subtitle.
- The remaining fields are the same as mentioned under the ‘Title’ menu.

No Data Text

- In case no data is available, the text you want to appear in front of the user can be typed here.
- This option is visible only when the MAP chart type is selected. In case, there is no data available for a region in the database, it will highlight it on the map with a color you choose from the color picker.

Data Range Exception

- This feature is useful in MAP chart

types. Enable Map Break Point exception

- Tick mark this checkbox if you want to track an exception if a data value for an area on the map does not fall in any break range.

Custom Labels

- Apart from the title and subtitle for the chart, this option allows users to insert a custom label anywhere in the chart by using the X offset and Y offset values to assign a position for the label.

X-Offset

- It is used to set the x-axis offset of the label.

Y-offset

- It is used to set the y-axis offset of the label.

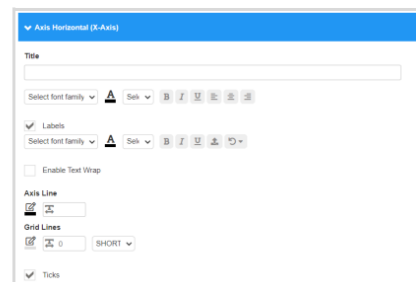
Highlight Data




- This section contains formatting options to highlight the data of an area on a map.
- Enable Data Highlight
 - Tick mark the checkbox if you want to highlight the area selected from a GSL on the map.

- Highlight Color
 - Tick mark this checkbox if you want to highlight the data on a map.
 - Choose the color from the 'Color' color picker.
- Enable Highlight Data Label
 - Tick mark the checkbox if you want to show the value label for the highlighted data.
- Highlight Border Color
 - Tick mark this checkbox if you want to select a border color for the highlighted data.
 - Choose the color of the border from the 'Color' color picker.
- Highlight Border Width
 - Tick mark this checkbox if you want to provide border width for the highlighted data.
 - Enter the width of the border in the 'Border Width' textbox.

Horizontal Axis or X-axis

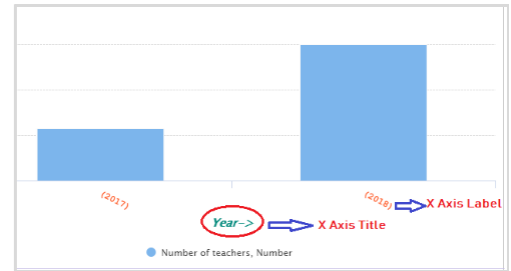
- It is used to change the formatting of the horizontal axis.
- Enable the X-axis label
 - Tick mark this checkbox if you want to display the labels (display category values) on the X-axis.
- X-Axis Title
 - It refers to the title appearing below the X-axis.
 - You can make the text to appear bold by clicking on **B** Italic by clicking on *I* or can change font size by choosing a font value from drop down.
 - You can change the color of the X-axis title by clicking on 'Color' and choosing the desired one from the color picker.
- X-Axis Title Name
 - It is used to enter the text for the X-axis title.
- X-Axis label Style
 - You can change the formatting of label values present on the X-axis.



- You can change the font style of labels on the X-axis by choosing from the drop-down appearing against 'X-axis label style'.
- You can make the label text to appear bold by clicking on , Italic by clicking on  or can change the font size by choosing a font value from drop down. 
- You can change the color of the labels by clicking on 'Color' and choosing the desired color from the color picker.

- The opposite side of the Chart
 - Tick mark this option if you want the X axis to appear on the opposite side of the chart i.e. on top.

- Reversed Direction
 - Tick mark the checkbox if you want categories to plot in reverse direction on X axis.



- Axis labels Format
 - It is used to add prefixes and suffixes to label values of the x-axis.
 - Add prefix value in front and suffix value at end of {value} in the textbox.
 - For e.g.- \${value}% – It will add '\$' as a prefix and '%' as a suffix to all the label values of the x-axis.

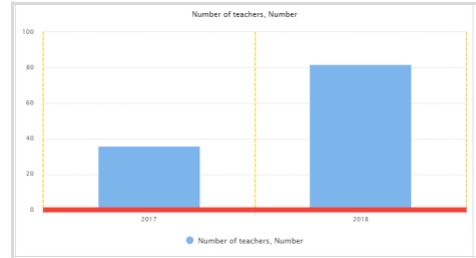
- Axis Label Rotation
 - You can type a value for the angle of rotation (0 to 360) by which you want to rotate the label values on the x-axis.

- Enable text wrap
 - Allows users to wrap the text of the content that is visible on the X axis either by default or customized by selecting the number of letters after which the text wrap would apply.

- Grid Lines
 - Lines separating the area of each category on the x-axis are called Vertical Grid Lines.
 - This section contains formatting options for the x-axis and grid lines on it.




- Line Width
 - It is used to enter the width for the horizontal axis.
- Line Color
 - It is used to set the color of the horizontal axis by selecting a desired one from the color picker.
- Grid Line Width
 - It is used to set the width of the vertical grid lines.
- Grid Line Color
 - It is used to set the color of vertical grid lines by selecting a color from the color picker.
- Grid Line Style
 - It is used to set a style for the vertical grid lines from the drop-down. By default, the short dash style is selected.

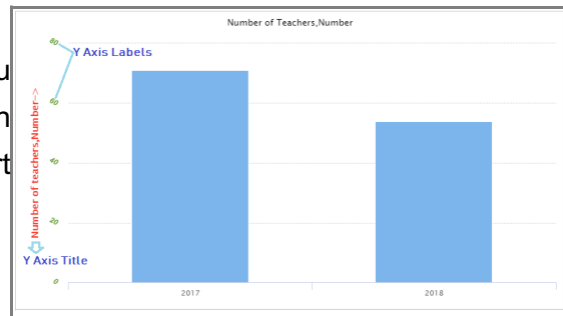


Vertical Axis or Y-axis

- It is used to change the formatting of the vertical axis.
- Enable the Y-axis label
 - Tick mark this option if you want to display the labels (display series values) on the Y-axis.
- Y-Axis Title
 - It refers to the title appearing on the left side of the Y-axis.
 - You can make the text to appear bold by clicking on **B**, Italic by clicking on *I* or can change font size by choosing a font value from drop down.
 - You can change the color of the Y-axis title by clicking on 'Color' and choosing the desired one from the color picker.
- Y-Axis Title Name
 - It is used to enter the text of the Y-axis title.

- Y-Axis label Style
 - You can change the formatting of label values present on the Y-axis.
 - You can change the font style of labels on the Y-axis by choosing from the drop-down appearing against 'Y-axis label style'.
 - You can make the label text to appear bold by clicking, **B** Italic by clicking **I** or can change the font size by choosing a font value from drop down. 
 - You can change the color of the labels by clicking on 'Color' and choosing the desired color from the color picker.

- The opposite side of the Chart
 - Tick mark this option if you want the Y-axis to appear on the opposite side of the chart i.e. on the right side.



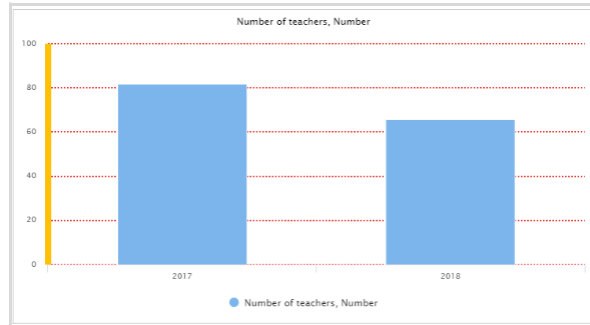
- Reversed Direction
 - Tick mark the checkbox if you want the series to plot in the reverse direction on the Y-axis (i.e. from top to bottom).
- Axis labels Format
 - It is used to add prefixes and suffixes to label values of the Y-axis.
 - Add prefix value in front and suffix value at the end of {value}.
- Axis Label Rotation
 - You can type a value for the angle of rotation (0 to 360) by which you want to rotate the labels on the Y-axis.
- Click 'Apply' to apply the changes and 'Save' to save them or 'Cancel' to abandon the changes and exit the page.

- Grid Lines

- Lines separating the area of each series on the y-axis are called Vertical Grid Lines.
- This section contains formatting options for the Y-axis and grid lines on it.
- Line Width
 - It is used to enter the width for the vertical axis.

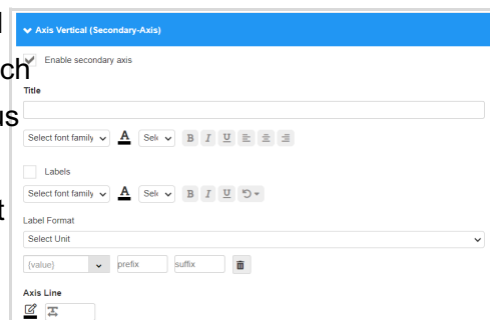


- Line Color
 - It is used to set the color of the vertical axis by selecting a color from the color picker.
- Grid Line Width
 - It is used to set the width of the horizontal grid lines.
- Grid Line Color
 - It is used to set the color of horizontal grid lines by selecting a color from a color picker.
- Grid Line Style
 - It is used to set a style of horizontal grid lines from the drop-down. By default, the Short dash style is selected.
- Ticks
 - Allows users to customize the Y-axis breaks by setting the minimum value, the maximum value to be plotted and also the division of intervals for the breaks between the minimum and maximum value.
- Click 'Apply' to apply the changes and 'Save' to save them or 'Cancel' to abandon the changes and exit the page.



Secondary Axis

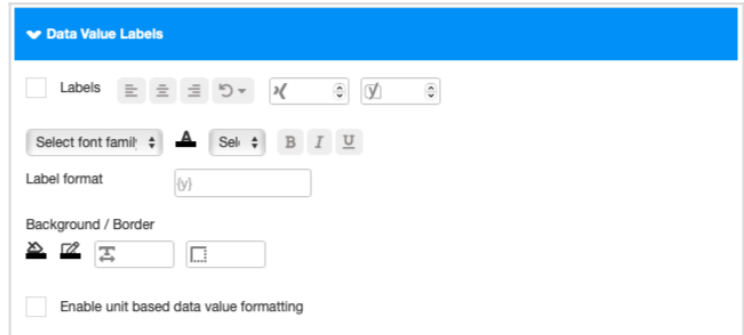
- Clicking on enabling the secondary axis will allow the graph to have another Y-axis, which could be further customized like the previous section. This feature is useful when users want to plot information having two different units of measurement. For example, percentage value on the primary axis and burden/absolute value on the secondary axis.





Data Value Labels

- This section provides formatting options for Value labels of the map.

- Enable Value Labels
 - Tick mark this checkbox if you want to display data value labels on the map.
- Labels Font Style
 - You can make the value label text appear bold by clicking on



 or italic by clicking

on  and can change the font size by choosing it from the drop-down

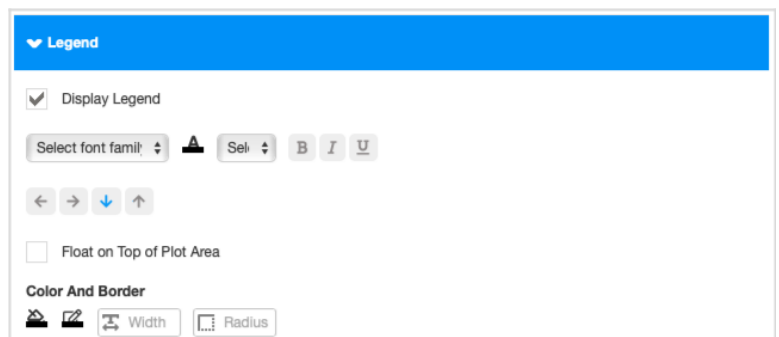





- You can change the color of the text by choosing a color from the 'Color' color picker.
- Data Labels Format
 - It allows you to customize the value labels display as per your choice. For e.g. – you can set the decimal value for the value labels, or you can also select the data values to be displayed in the Indian or International Number System using this.
- Click 'Apply' to apply the changes and 'Save' to save them or 'Cancel' to abandon the changes and exit the page.

Legend

- Legend refers to the short description of data being rendered on the chart. It is the label of the information that is selected on the Y-axis
- Enable Legend
 - Tick mark the checkbox if you want to display the legend on the chart.

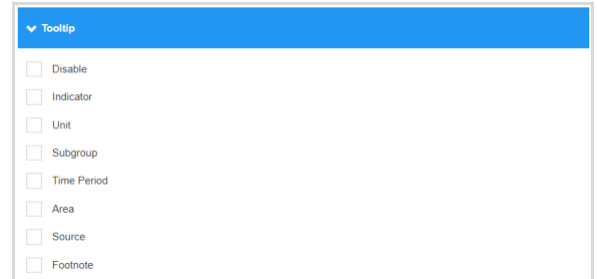
- Item Layout
 - It is used to set the layout of items contained in a legend. It can be either in the horizontal or vertical directions.



- Legend Font Style
 - Legend text can be made bold by clicking on  or italic by clicking on  and can change the font size by choosing from the drop-down .
- You can also change the color of legend text by choosing a color from color picker.
- Font Family
 - You can choose the font style of the legend text by choosing it from drop down.
- Placement
 - Horizontal/Vertical Alignment – This option allows users to align the content either vertically or horizontally by selecting an option to place it on the top, bottom, left, or right of the chart.
- Float on Top of Plotted Area – Tick marks this checkbox if you want the labels to appear on the top of the bar/columns of the chart.
- Color and Border
 - Background Color
 - It is used to set the background color of the legend by selecting a color from the color picker.
 - Border Width
 - It is used to set the width of the border appearing around the legend.
 - Border Corner Radius
 - It is used to set the corner radius of the legend border.
 - Border Color
 - It is used to set the color of the legend border.

Tooltip

- The tooltip contains the data description of the data plotted on a chart.
- It appears on the mouse hovers of the data points on the chart.
- Disable
 - Tick mark the checkbox if you do not want to display the tooltip on mouse hover. By default, it is enabled.
- Footnotes
 - Tick mark the checkbox if you want to show 'Footnotes' in the tooltip.
- Time period
 - Tick mark the checkbox if you want to show 'time period' in the tooltip.
- Tooltip Source
 - Tick mark the checkbox if you want to show 'Source of information' in the tooltip.
 - Source 0 – Display all the components of the Source.
 - Source 1– Displays only the first component of the Source.
 - Source 2– Displays only the second component of the Source.
 - Source 3– Display only the third component of the Source.



Data Series

Data Series Formatting:

- A data series refers to a row of numbers plotted on a chart. This section provides formatting options for all data series plotted on the chart.

Display Name:

- Edit the name of the data series displayed on the visualization.

Color:

- Choose the color of the plotted data series on the chart using a color picker.

Border Color:

- Change the border color of a column. This feature is applicable when the series type is 'Column'.

Enable Point Markers:

- Tick the checkbox to display markers, represented as circles on the data series. A marker is a symbol representing a value in the chart.

Series Marker Symbol:

- Change the symbol of a marker for a data series by selecting it from the dropdown. The default symbol is circular.

Marker Fill Color:

- Choose a color to fill the marker symbol from the color picker.

Marker Line Width:

- Set the width or size of the marker.

Marker Line Color:

- Change the color of the outline of the marker symbol using a color picker.
- Click 'Apply' to implement the changes, 'Save' to save them, or 'Cancel' to discard the changes and exit the page.

Categories

Category refers to the property plotted on the X-axis. This section contains formatting options for all the categories present in the visualization. There are three columns available:

Name	Color	Index
------	-------	-------

- Name
 - It contains the pre-filled name of the category.
- Color
 - It allows you to choose a color for markers that belong to the same category.
- Index
 - It is used to set the position of a category in the chart.

Click 'Apply' to apply the changes and 'Save' to save them or 'Cancel' to abandon the changes and exit the page.

Themes

This section contains formatting options for themes to apply to the chart. To enable themes, check the tick mark in the checkbox that says "Enable Theme". To enable themes for subgroups, check the tick mark in the checkbox that says "Global Subgroup Color".

Once enable the theme, you will see the following options:

- Area exception List for Calculating Min Max Value

- Enter the Area IDs of the areas that don't want to be included in the calculation of the Minimum and Maximum value of a break when the break type is 'Equal'.

- Indicator

- First of all, you need to select an IUS on which you want to apply the theme.
- In the case where IUS is selected dynamically, only one option 'Default' will be visible under the dropdown.
- Choose 'Default' and set the parameters appearing below.
- In case IUS is not generated dynamically, then the selected IUS list will also display under the dropdown so that you can set parameters and apply themes for each IUS individually.
- The 'Default' theme will be applied to the IUS under which no parameters have been set.

- You can break themes into 2 types:

- Equal

- Data can be broken into equal segments.
- In the case of the 'Equal' break type, you need to specify color only. The system will itself divide the indicator values into equal ranges so there is no need to specify 'To' and 'From' values for a break.

- Custom

- You can customize the number of segments in which you want to break the data. Fill in the following options in the Grid section:
 - From – Enter the minimum data value for a break.
 - To – Enter the maximum data value for a break.

- Color
 - Choose a color to fill the area whose value lies in the defined range of data values.
- Number of Breaks
 - Mention the number of breaks in which you want to disintegrate the data.
 - Select a color for each break from the 'Color' color picker in the grid table.

Advance

This section contains visualization settings that involve which actions to be performed on the occurrence of certain events, explore tab and database connection settings.

Data warehouse

- Click on the drop-down to choose a database connection from the list to populate data on the visualization you have created.
- By default, the selected data warehouse connection is the one you choose while creating the dashboard but you can change it from the drop down.
- Click 'Apply' to apply the changes, 'Save' to save the applied changes, or 'Cancel' to abandon the changes and exit the page.

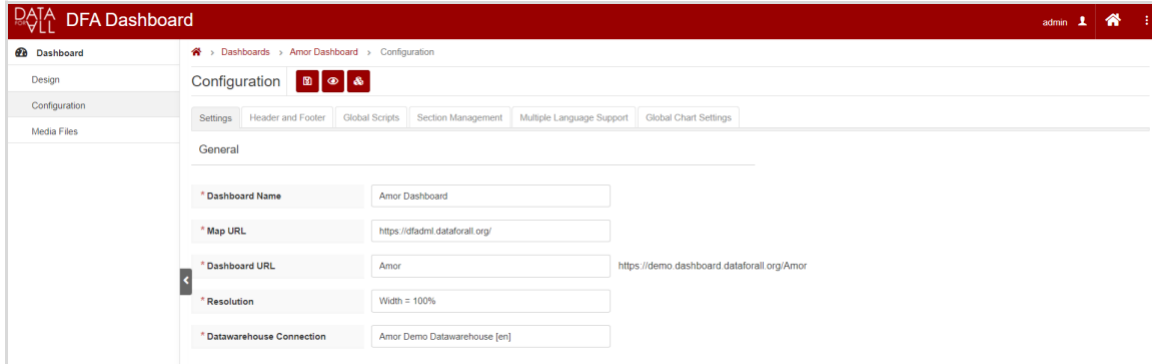
Context Menu Options

This option allows you to add different options to the visualization like Print, Download, and view the visualization in full view. It can be done by enabling the context menu and then selecting the options that the user wants to be visible next to the visualization.

Options	Visibility	Outside Menu	Value
Labels	<input type="checkbox"/>	<input type="checkbox"/>	
Table	<input type="checkbox"/>	<input type="checkbox"/>	
Download & Share	<input type="checkbox"/>	<input type="checkbox"/>	
Sort	<input type="checkbox"/>	<input type="checkbox"/>	
Full View	<input type="checkbox"/>	<input type="checkbox"/>	
Map Specific	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Metadata	<input type="checkbox"/>	<input type="checkbox"/>	

Configuration

This section contains the options required to configure a dashboard. It contains settings that will globally apply across the design page. It provides options to create customized headers and footers using HTML for the dashboard. You can enable multiple language support from this section. To open Dashboard configuration settings, click the 'Dashboard Configuration' option from the left side menu bar.



Toolbar contains –

- Save – Click the 'Save' button to save the settings.
- Preview – Click the 'Preview' button to see a preview of your dashboard.
- Publish – Click the 'Publish' button to publish your dashboard.

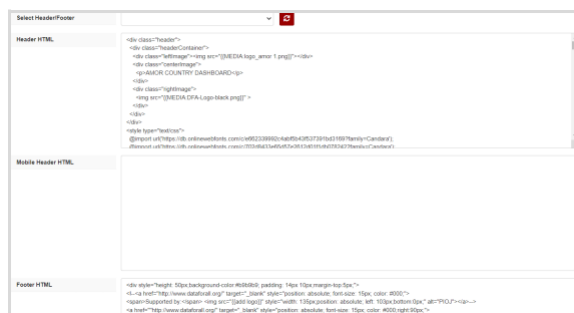
Tab bar – This bar contains seven different tabs which we will discuss in detail below:

- Settings
 - This section contains prefilled parameters in the editable form required to configure a dashboard as discussed below:

* Dashboard Name	Amor Dashboard
* Map URL	https://dfadml.dataforall.org/
* Dashboard URL	Amor <small>https://demo.dashboard.dataforall.org/Amor</small>
* Resolution	Width = 100%
* Datawarehouse Connection	Amor Demo Datawarehouse [en]

- Dashboard Name
 - You can change the Dashboard name.
- Map URL
 - To change the server URL where shape files have been uploaded.

- Dashboard URL
 - To change the URL where you want to publish your dashboard.
- Resolution
 - You can change the dashboard resolution by choosing a value from the drop-down.
- Data warehouse Connection
 - You can change the database connection that you want to connect to the dashboard.
- Header and Footer
 - This section allows you to create 'Header' and 'Footer' for the dashboard.
 - Header HTML
 - You can write HTML code to create customized Header for all the pages of your dashboard.
 - Mobile Header HTML
 - You can write HTML code to create a customized Header for all the pages on the mobile site.
 - Footer HTML
 - You can write HTML code to create customized Footer for all the pages of your dashboard.
 - Fixed Footer at the Bottom
 - You can have a fixed footer, that shall remain constant throughout the dashboard
 - Favicon URL
 - Click the 'Copy Image' icon of an image from the 'Media Files' (which you want to use as a favicon) and paste it here.



- Global Scripts
 - CSS – You can write your CSS class definition in this text area which can be used to style visualization by entering that class name in the 'Custom CSS Class' field under the 'Custom' tab.

```

CSS
-----
/* Global CSS and Per CSS classes */
-----
{
  transition: all 0.3s;
}
body {
  background: #e6e6e6;
  overflow: hidden;
  width: 100%;
}
body #s {
  font-size: "Cardinal" important;
}
  
```

○ Colors and Border

- This section contains settings of the visualization border and provides options to set a theme for the dashboard and Subgroup colors.

- Visualization Border
 - Color – It allows you to choose a border color for all the visualizations of the dashboard.
 - Width – It is used to set a border width for all the visualizations of the dashboard.
 - Radius - It is used to set a border radius for all the visualizations of the dashboard.
- Color Theme
 - Color – It allows you to choose a color theme for all the high charts of your dashboard.
 - Note – Enter the color codes in hexadecimal format.
- Subgroup Color
 - Color Picker - This will allow you to apply a color to each subgroup. You can choose a color for a subgroup from the color picker placed in front of that subgroup.
 - Search subgroup - You can also search a subgroup by typing its name in the bar.

- IU Theme
 - With an indicator selected, you can change the theme of the indicator.
- IU Color
 - With an indicator selected, you can change the color of the indicator.

○ Section Management

- This section contains formatting options for all the sections of the section bar.
- Background Color – Choose a color for the background of the Section bar.

Background Color	#484848	
Border Color	#484848	
Font Color	#FFFFFF	
Selected Section Background Color	#000000	
Selected Section Font Color	#FFFFFF	
Hover Over Background Color	#000000	
Hover Over Font Color	#FFFFFF	
Bottom Margin	Botto	

- Border Color – Choose a color for all the borders of the Section bar.
- Font Color – Choose a font color for all the section names appearing on the Section bar.
- Selected Section Background Color – Choose a background color to highlight the selected section.
- Selected Section Font Color – Choose a font color for the selected section name.
- Hover Over Background Color – Choose a background color that will appear in the background of a section when the mouse hovers over it.
- Hover Over Font Color – Choose a font color that will appear on a section name when the mouse hovers over it.

○ Multiple Language Support

- This section contains settings to enable multiple language support on the dashboard.


Multiple Language Support



Enable Language Amor Demo Datawarehouse (en)

Import and Export Language Files

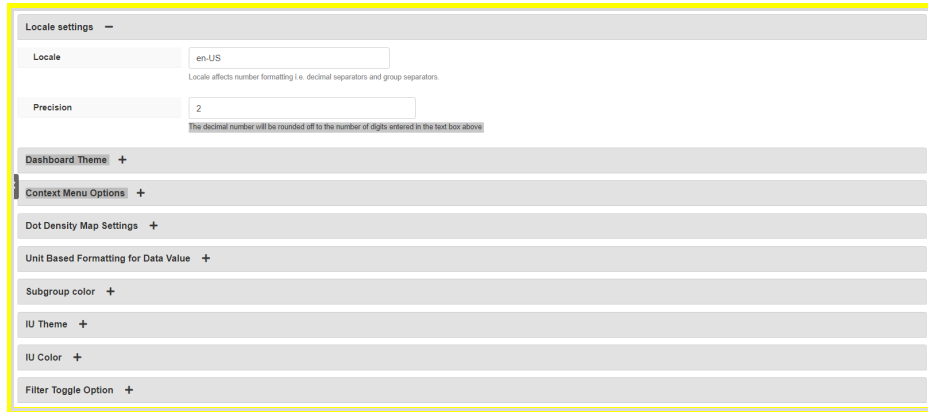
Export Language File Download

Import Language File

- Enable Multiple Languages – Tick mark this checkbox if you want to enable multiple languages on your dashboard.
- Enable Profile Bar – Tick mark the checkbox if you want to enable the 'Profile bar' on the dashboard.
- The profile bar is a bar placed on top of the dashboard which contains a language bar.
- Language Display Bar – Tick mark Dropdown checkbox if you want the language bar to display as a drop-down on the profile bar otherwise it will display as a list on the profile bar.
- Select language – It displays the languages supported by the connected database. You can set the following options for a language:
 - Select – Tick mark this checkbox if you want to select a language to be displayed in the Language display bar.
 - Is Default – Select this radio button in front of a language that you want to set as the default language for the dashboard.
 - Language Name – It will get automatically fetched from the database.
 - Display Name – Enter display text for a language name with which it is displayed in the language display bar.
 - Order – Enter the order number of a language to set its position in the language display bar.
 - Language icon – Enter an icon image of a language if you want to display it in front of the language name in the language display bar.
- Import and Export Language Files
 - Export Language File – You can export the language file by clicking on the button. It will download a language file in Excel format named as 'export' in the 'Download' folder of your system. 
 - Import Language File – You can import a new language file after adding translation strings of the new language by

clicking on  icon. Upload the language file and then,
click  button.

o Visualization settings Global Chart Setting



- This section contains settings to choose the Number system and precision decimal value.
- Number locale settings
 - Locale – It is used to set a number system which will be followed to display digits on the dashboard. The format is ‘en-’ followed by language code.
 - By default ‘en-US’ is entered. Here, ‘en’ stands for English and ‘US’ for the United States.
 - Precision – It is used to enter a value by which decimal numbers will round of the number of digits after decimal place. By default, its value is set to 2.
 - Click the ‘Save’ button to save the settings.

Media Files

Media Files:

The ‘Media Files’ tab is located at the bottom of the left menu on the Dashboard’s main page. This multimedia page serves as a repository for images and icons, allowing users to upload and access them for use in the design page.

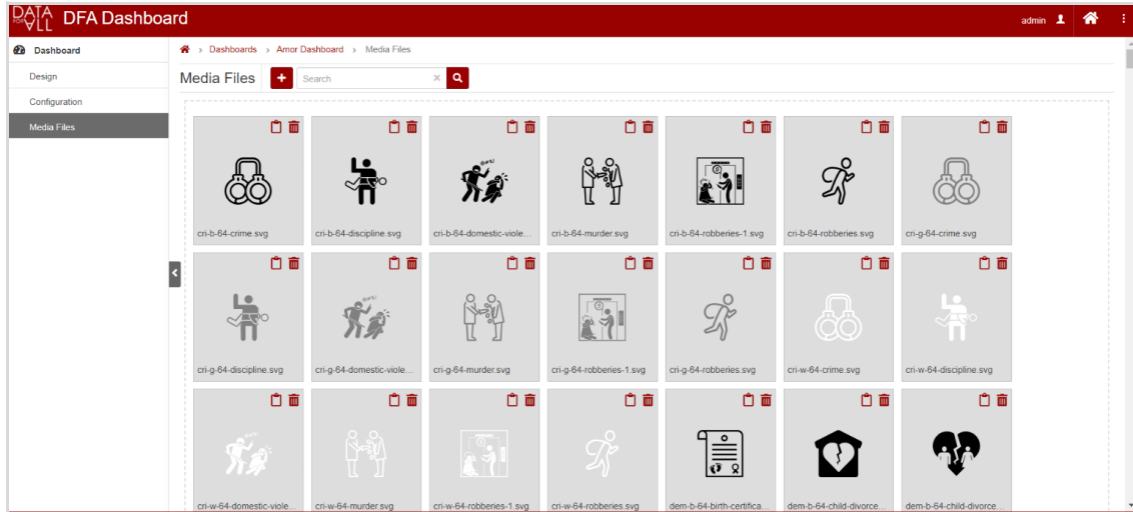
Upload Images:

Users can upload images/icons by dragging and dropping them from any source onto the page. These files are then uploaded to the server where the application is hosted.

Navigation:

Clicking the 'Media Files' option from the left side menu opens a new page dedicated to managing media files.

Explore this page to upload, organize, and utilize images and icons effectively within your dashboard designs.




How to upload an image

Choose an image from your PC which you want to upload.


There are two ways to upload an image file –

1. Drag and drop – You can directly drag and drop an image to the media file page.
2. Click anywhere inside the dotted boundary area and it will open a new window to choose an image from your system. Click 'Open' to upload the image or 'Cancel' to undo the action.

Once the image is uploaded, it will start appearing –

Copy Image – Click  icon appearing on the top right corner of the image and paste

it as the value of the source attribute in the image tag of HTML. Alternatively, you can also right-click on the image to open it in a new tab/window and copy the image link from the browser to be used in the image tag for HTML.

Delete – Click  icon on the top right corner of the image to delete it. A confirmation message will appear asking you to confirm your action. Click 'Delete' to confirm the deletion or 'Cancel' to abandon the action. Click the tab from the top left side menu of the page. It will bring you back to the 'Main Landing Page'.



Administration

This section contains the administration settings of a dashboard. It is used to import/export translation files of a language. It contains information on user roles and their login details. The 'Administration' tab is present on the left side menu of the Main landing Page. It has two sub-components:

1. Translations
2. User Management

Translation

It contains language translation settings of the dashboard. This section is mainly used to

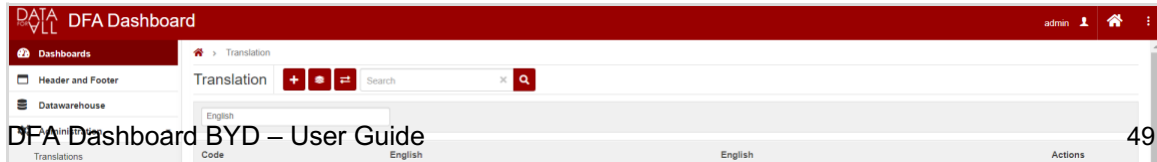
- Add translation strings in a language file.
- Import/export language files to/from the system.

Code	English	English	Actions
REFRESH_NOTE	NOTE: The changes done in the dashboards will be refreshed every 24 hours. Last refreshed on:	NOTE: The changes done in the dashboards will be refreshed every 24 hours. Last refreshed on:	Select ▾
HEADER_FOOTER_NAME	Header Footer Name	Header Footer Name	Select ▾
DATAWAREHOUSE_NAME	Datawarehouse Name	Datawarehouse Name	Select ▾
USER_NAME	User Name	User Name	Select ▾
HTML_TEXT	Text	Text	Select ▾
FONT_VIZ_CATEGORY	Chart - Category Labels	Chart - Category Labels	Select ▾
CATEGORY	Category	Category	Select ▾
CATEGORY_COLOR	Category Color	Category Color	Select ▾
SHOW_CATEGORIES	Show Categories	Show Categories	Select ▾
ENABLE_STRIPE	Enable Stripe	Enable Stripe	Select ▾


- Compile a language file.

Translation Toolbar


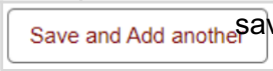
- The translation toolbar is placed below the breadcrumb trail bar.
- It contains the title of the page along with some action buttons.
- It contains three buttons to add a code, compile, and import/export a file.
- The search bar is placed after the buttons on the toolbar to search for a code.






- Translation – This is the title of the page showing on the leftmost side of the toolbar.

- Add – Click to  add a new translation string. The form includes:


- Code – Enter the code value in the textbox.
- English – Enter the English translation string of the code which you want to display on the screen.
- For e.g. – For the 'FIRST_NAME' code, English may be 'First Name' or something else you want to keep.
- French - Enter the French translation string of the code.
- Arabic - Enter the Arabic translation string of the code.
- Note – Fields marked with '*' are mandatory.

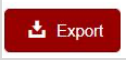
- Click  to save the changes and exit the page.
- Click to  save the applied changes and add another translation string.

- Click to  abandon the changes and exit the page.
- Click to  get back to the Translation home page.


- Compile – Click  button to compile the language file. Language translation of codes will not reflect until/unless you compile the language file. Once it is successfully compiled, it shows a message alert on the screen:

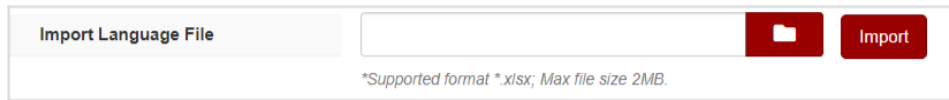
Language Compiled Successfully.



- Import/Export – Click  button to import/export a translation sheet.

- Export – Click  button to download the translation sheet. It will show a message bar showing ‘Click Here to download the file.’






- Click ‘Here’ to download the file or  to cancel the action and close the bar.
- An excel sheet will start downloading and appear on the bottom left of the screen. Click on it to open the translation sheet. Now, you can add translation codes for a language in this sheet and import it to the database.

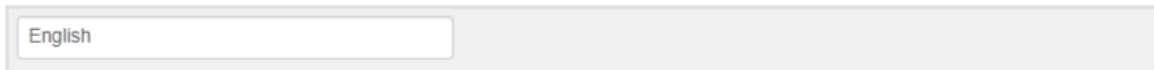


- Import – Click the folder icon in front of ‘Import Language File’ to locate the translation sheet in your system.
- Click  to remove a file and choose another file to import.
- Click  button to import the language file to the database.
- On successful import of the file, a message alert will appear on the screen-



- Click  to get back to the home page. Now, click the ‘Compile’ button to compile the language file.
- Search bar – The search bar is used to search for a particular code by typing relevant text in it and click  icon to search. Click  to cancel the search.

Language drop-down



The language drop-down is placed below the toolbar. It contains a list of three languages – English, French, and Arabic. You can choose a language out of three from the drop-down. Then, language translations for the chosen language will start displaying

in the second column of the language table. By default, English is selected in the drop-down.

Language Table


Whenever a new translation is added, it will start displaying in the language table. The language table consists of three columns –

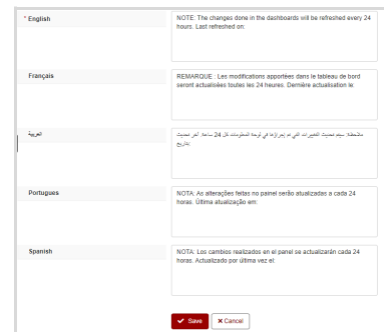
Forgot password	Forgot password	Select
Thank you	Thank you	Edit Delete
Regards	Regards	Select


English - The first column will always show the English translation of the codes. So, the column name is 'English'.

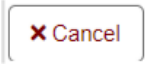
English/French/Arabic - The second column shows the translations for the language that you have chosen in the language dropdown. So, its column name will be based on the language name selected in the drop-down. By default, it shows the English translation of the codes.


Actions – This column shows a dropdown of action buttons to perform certain actions in each row:

- Edit – Click  Edit option in a row to edit the language translations of a code. It will open a new form in editable form. You can edit English, French or Arabic translation of a code here.



- Click  to save the changes and exit the page.

- Click  to abandon the changes and exit the page.

- Delete – Click  Delete option from the drop-down if you want to delete a code and its language translations from the table. The moment you delete it from the language table, translations will stop appearing on the screen to the user.

- A pop-up will appear asking you to confirm deletion action. Click 'Delete' to delete a code from the table or 'Cancel' to cancel it.

- Once it is successfully deleted, below message alert appears on the screen:



There are 2 pagination labels appear at the bottom of the language table -

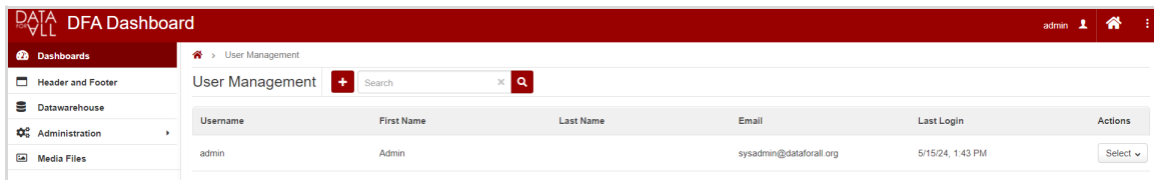


- Showing 'Number of Rows' Of 'Total Rows' Records
 - Number of Rows – '1 To 10' which means from first row to 10th row of table is displaying in the page.
 - Total Rows – '815' which means total rows contained in the language table.
 - Display 'Number of Rows' Records
 - Here, it gives an option to choose the number of rows from language table to be shown in a single page. A drop down is provided with options 10, 20, 30, 40 and 50 records for users to choose number of rows to appear in a page.

User Management

- This section is used to create and delete the users in the application.
- It is used to edit the details of the user.
- It manages the user information such as Username, First name, Last name, email, last login details, etc.

Click the 'User Management' tab under 'Administration' from the left side menu.




User Management Toolbar

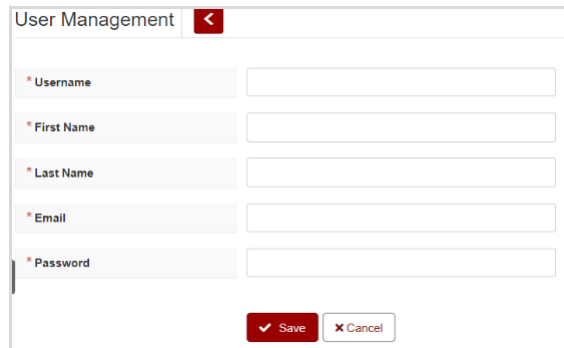
The user management toolbar is placed below the breadcrumb trail bar. It contains the title of the page along with an action button and a search bar.


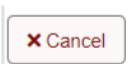



- User Management – This is the title of the page showing on the leftmost side of the toolbar.


- Add – Click  to add a new user to the application. It will open a new form as shown below:

- Username – Enter a username of your choice. The length of the username should not exceed 100 characters.
- First Name – Enter the first name of the user.
- Last Name – Enter the last name of the user.
- Email – Enter the email id of the user.
- Password – Enter a password for the mentioned username. Password should not exceed 200 characters.



- Click  to save the changes and exit the page.
- Click  to abandon the changes and exit the page.
- Click  to get back to the User management home page.

- Search bar – Search bar is used to search for a user by typing relevant text in it


and click  icon to search. Click  to cancel the search.

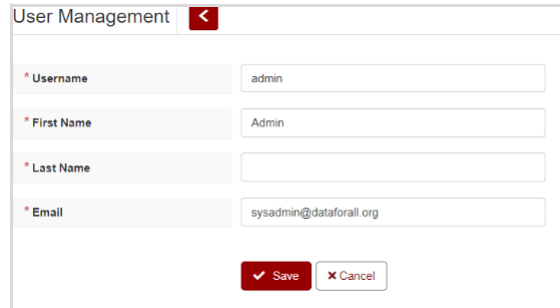
User Table

Whenever a new user is created, it will start displaying in the User table. The user table consists of six columns -




Username	First Name	Last Name	Email	Last Login	Actions
admin	Admin		sysadmin@dataforall.org	5/15/24, 1:51 PM	Select ▾

- Username – It displays the Username of the user.
- First Name – It displays the first name of the user.
- Last Name – It displays the last name of the user.
- Email – It displays the email ID of the user.
- Last Login – It displays the last login date and time of the user.
- Actions - This column shows a dropdown of action buttons to perform certain actions in each row:

- Edit – Click  Edit option from the drop-down to edit the details of a user. When you click the edit button, it will open the user details in editable mode. You can edit the Username, First Name, Last Name, or email ID of the user.



The screenshot shows a 'User Management' form with a back arrow in the top right. It contains four input fields: Username (with 'admin' entered), First Name (with 'Admin' entered), Last Name (empty), and Email (with 'sysadmin@dataforall.org' entered). At the bottom right, there are two buttons: a red 'Save' button with a white checkmark and a white 'Cancel' button with a red 'X'.

- Click  to save the changes and exit the page.
 - Click  to abandon the changes and exit the page.
- Delete – Click  Delete option from the drop-down if you want to delete a user from the table. The moment you delete a user from the user table, it will also be deleted from the application.
 - A pop-up will appear asking you to confirm deletion action. Click 'Delete' to delete a user or 'Cancel' to cancel it.