

IRIS User Guide: Creating Charts



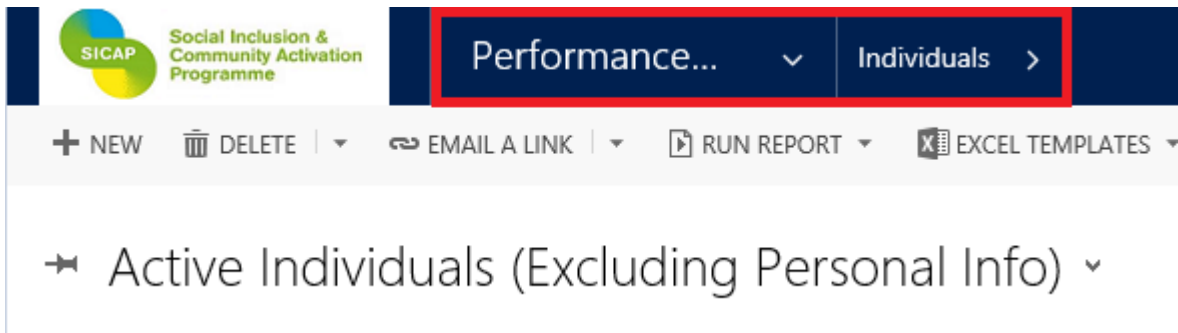
SOCIAL INCLUSION & COMMUNITY ACTIVATION PROGRAMME 2018-2022

The Social Inclusion and Community Activation Programme (SICAP) 2018-2022 is funded by the Irish Government through the Department of Rural and Community Development and co-funded by the European Social Fund under the Programme for Employability, Inclusion and Learning (PEIL) 2014-2020

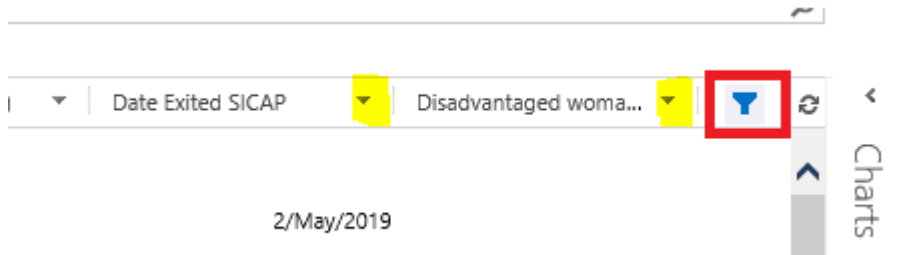


How to create charts

1. Navigate to the menu containing the data you would like to chart. In this example we will use Individual records:

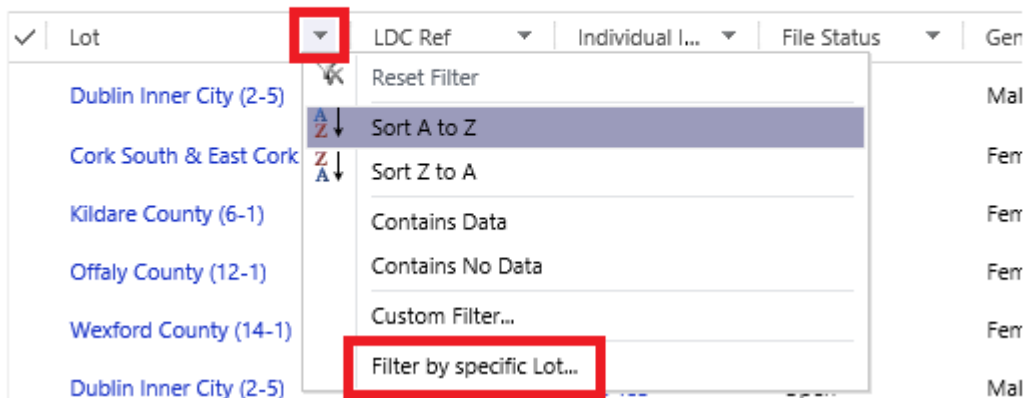


2. To select specific records you can click on the filter option on the right which will add a dropdown icon to each column:



3. Using the dropdown icon on any column header the data can be filtered:

Active Individuals (Excluding Personal Info)



- Select the criteria you would like to filter by, here we are looking for all individuals in Lot 17-1, and click on Add:

Look Up Records ×

Enter your search criteria.

Look for

Look in

Search

Show Only My Records

✓ Lot Name ↑	LDC
Cork Bandon & Kinsale (18-6)	West Cork Development Part
Cork Charleville & Mitchelstown (18-2)	Ballyhoura Development Lim
✓ Cork City (17-1)	Cork City Partnership CLG

1 - 8 of 8 (1 selected) Page 1

Selected records:

Cork City (17-1)

Select

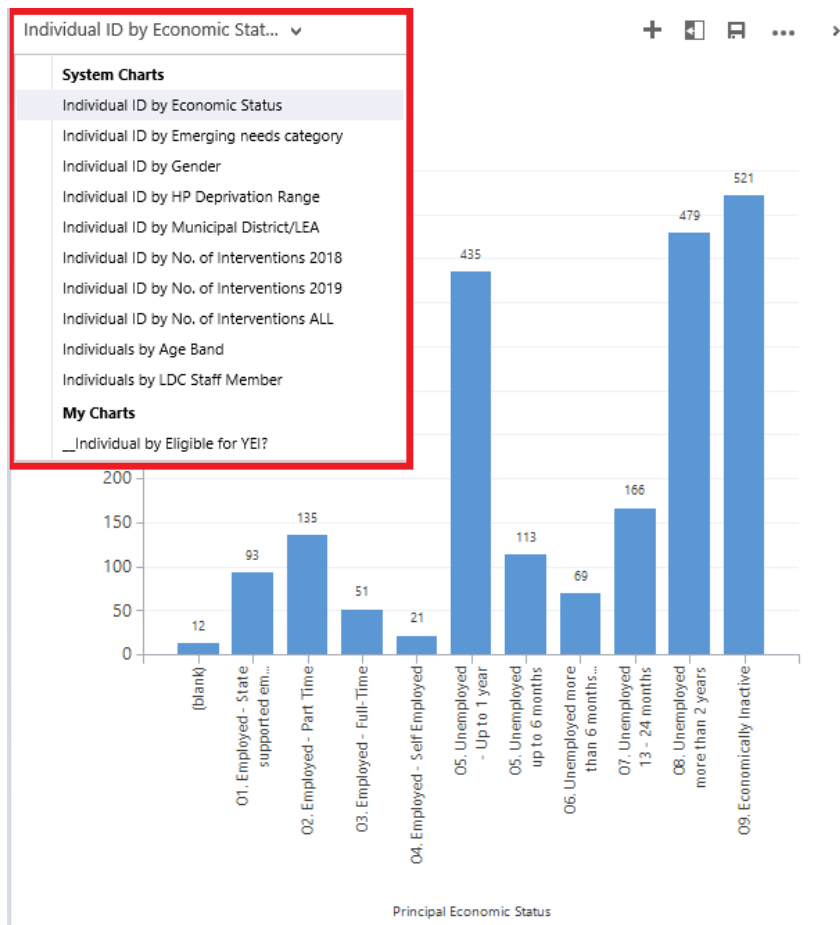
Remove

Add **Cancel**

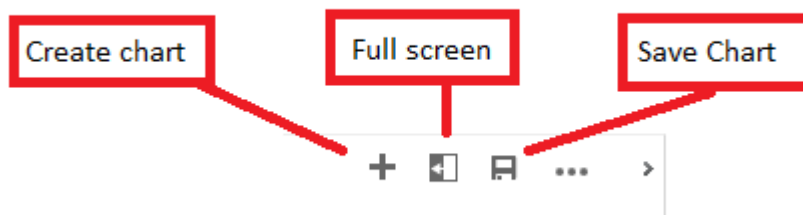
- Once your data is filtered select the charts icon to expand the chart menu on the right of the screen:

(KPI2)	2022 Caseload (KPI2)	Date Exited SICAP	Disadvantaged woma...	
No				<div style="border: 2px solid red; padding: 5px; display: inline-block;"> Charts </div>
No		2/May/2019		
No				
No		28/Jun/2019		

- In this example the default chart is the count of individual ID's by Economic Status. Select any chart from the List to view the graphed data:



- There are a number of options in the top right corner of the chart screen. To create a chart with your own criteria click on the plus icon:



- To create your own chart enter required values in the series and category fields and the data will be displayed graphically in the top pane. You can also select from a list of chart types, such as bar chart or pie chart, by clicking on the chart icon. The best way to export the chart is to use the snipping tool on your PC:

Chart Designer

Individual ID by HP Deprivation Range

Category	Count
Very Disadvantaged	568
Affluent	312
Other 1	434
Other 2	455
Other 3	280
Other 4	11

Legend Entries (Series)

Individual ID Count:All

+ Add a series

Horizontal (Category) Axis Labels

HP Deprivation Range

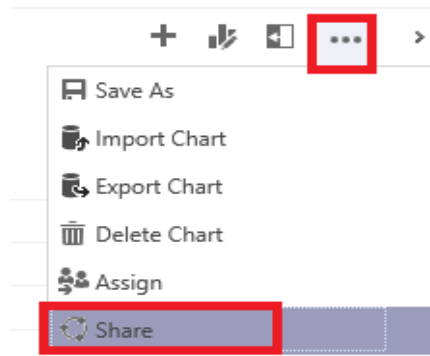
+ Add a category

Description

- To share a chart with a colleague first click on the save icon and save the chart with a new name.



Once saved you can click on the additional actions icon and select share.



To make the chart available to a colleague click on Add User/Team and select a name or team from the list.



Once added make sure to tick share for the relevant name and click on share to complete.

