

MANUAL of the DASHBOARD of SUSTAINABILITY

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Short introduction to the dashboard

Anyone interested can view the indicators in the Dashboard of Sustainability in the form of thematic maps and ranking order both in terms of a single indicator and an overall index. The dashboard enables to explore the ranking orders in more detail: in terms of distribution of points and actual data, view background data and texts. The dashboard displays data on three levels: the state level (comparison of Estonia's indicators with the indicators of the European countries), Estonia's county level and local government level.


The Dashboard of Sustainability presents data according to the four themes of sustainable development: ecological balance (Eco), growth of welfare (Wel), coherent society (Soc) viability of cultural space (Cul). The fifth box (Zero box) in the themes menu displays the overall index of sustainability.

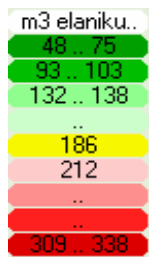


In order to make the information more easily comprehensible the dashboard displays data in the traffic light colour code where red colours stand for the worst values and the green colours for the best values of the indicators. In order to see the colour scale legend right-

click on the ranking, i.e. D-view icon  and choose "Legend".



The verbal evaluation (excellent...critical) of some indicators in the colour scale legend may be misleading in case the difference between their minimum and maximum value is significant. Therefore, it is essential to view the absolute values of single indicators. Right-click on the ranking, i.e. D-view icon  and choose "as Ranges".



The dashboard displays the indicators as pie-charts (see a pie-chart view of ecological balance indicators below).



The colour of each indicator in the colour code presented above has been calculated as follows: the point values of the indicator are linearly interpolated between 0 and 1000. Each value is placed in the colour scale distributed according to the number of colour codes¹.

The overall index of the themes and sustainability is calculated as the weighted average of the converted values of all indicator points. In the dashboard every indicator has equal weight. The weights (priorities) of the indicators can be changed by the user of the dashboard, however, the dashboard shall calculate the overall index of the indicator.


¹ Conversion of the values of the indicators into points is based on standard normalisation procedures. For comparison purposes the points of the values of the indicators have been calculated as follows: $1000 \cdot (X - Y) / (Z - Y)$, where
X is the value of the state indicator
Y is the worst indicator value of the set of states
Z is the best indicator value of the set of states

Dashboard installation

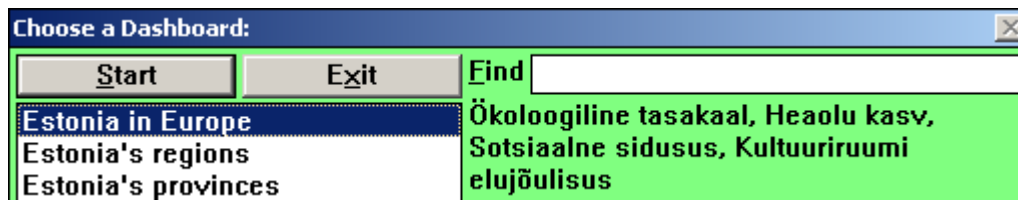
Click on the link on the right side “Dashboard software: installation” to install the Dashboard of Sustainability. If the browser asks you to save or open the file, choose “open”.

The indicators in the dashboard can be viewed on three levels (Estonia in Europe, Estonia’s counties and local governments), however, as default, the dashboard will open on Estonia’s county level. In order to open another level the dashboard has to be closed





and reopened by clicking on the dashboard icon  on the desktop or/and start menu of your PC.


In the menu “Choose a Dashboard” you can choose between the dashboards of three administrative levels where “Estonia in Europe” presents the state level (comparison of Estonian indicators with the indicators of other European states, “Estonia’s regions” indicates the county level of Estonia and “Estonia’s provinces” the level of local governments of Estonia). Click “Start” to launch the dashboard.



Main view options of the dashboard

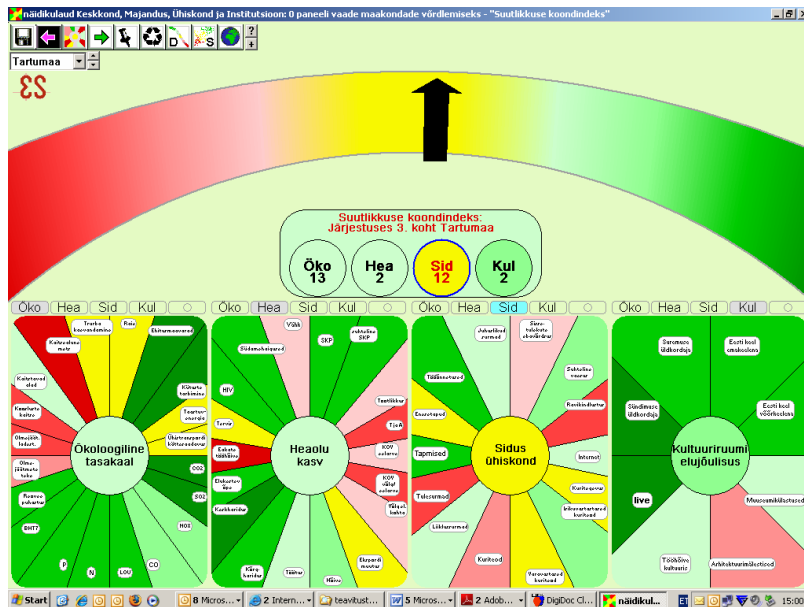
The dashboard has got two main view options (four pie-charts view and rankings view) to be elaborated on below.

As soon as you have installed the dashboard the green arrows   on the menu of the dashboard display the different view options of the dashboard.

If you hold the Ctrl-key and click on the left arrow , you can select all the indicators on the state, county or local government level in the opening view (i.e. the four pie-charts view).

Four pie-charts view


Four pie-charts view is the first main view option of the dashboard displaying the themes of each country, Estonia's county or local government in the form of four pie-charts (the view is presented below).




The pie charts enable to view the weaknesses and strengths of the selected unit (state, county or local government) using the traffic light logic. The central circle of each pie chart reflects the overall index of the theme of indicators (e.g. ecological balance or coherent society) provided the weights of all indicators are equal, i.e. all indicators are of equal value.

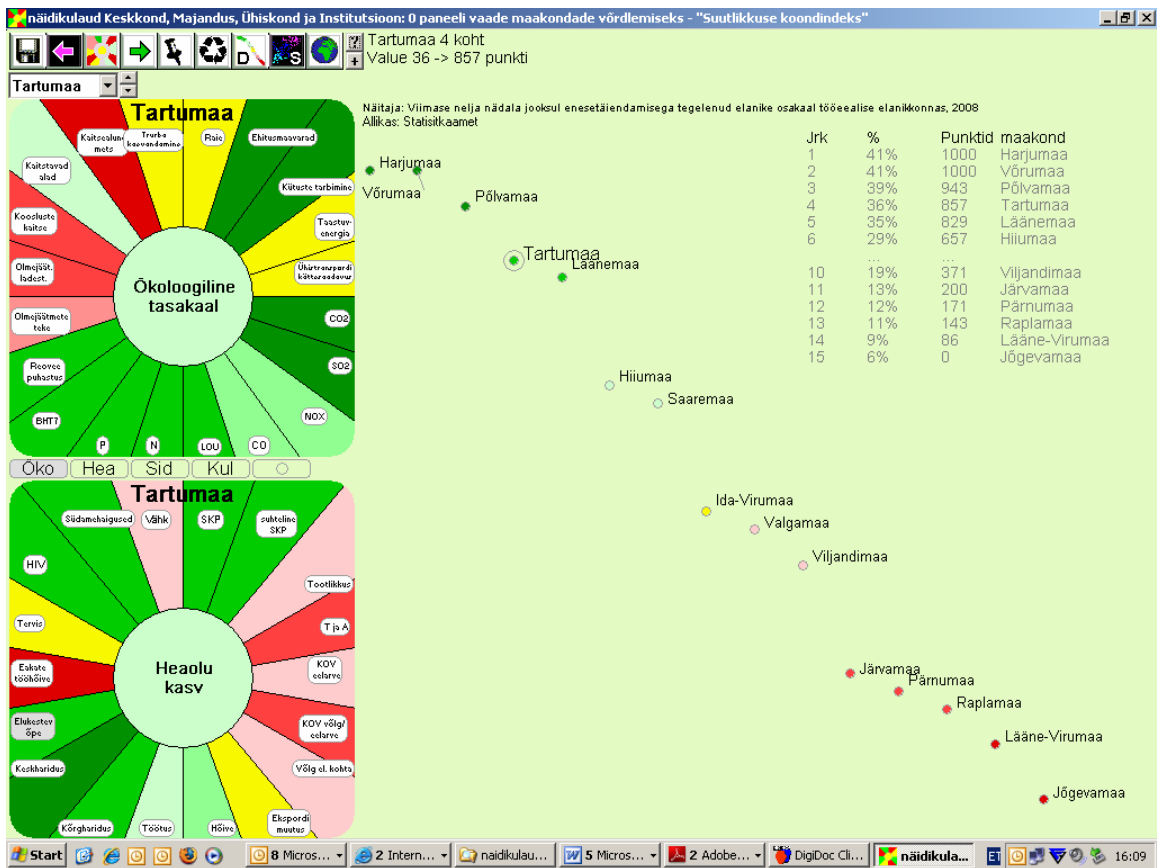
The composition and weights of the overall indexes in the dashboard are open and can be changed according to the wishes of the user (read more about changing the composition of weights and indicators in the last part of the manual “Changing the sets and weights of the indicators”).

Rankings view

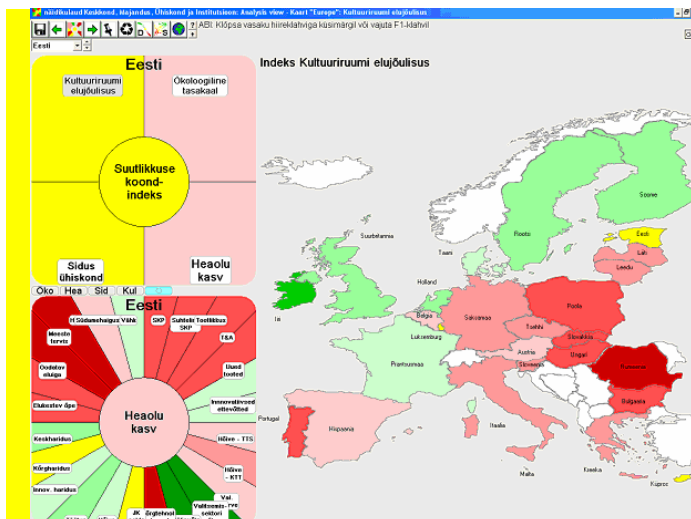
If you wish to look at the other main view option — the rankings view (the rankings view is presented below) — left-click on the dashboard icon  in the menu bar.

The rankings are available both as a ranking order and a map. The dashboard enables us to view the rankings of the countries, counties or local governments in terms of point value of single indicators as well as in terms of the overall index of the themes.

First, click on the relevant indicator and then on the rankings view, i.e. the D-view icon  to view the rankings. Points for single indicators range from 0...1000; the overall index is calculated as the average of all indicator points and is therefore usually between 200...800 points.



The rankings view can also be displayed in the dashboard as a map. Press the function key F11 for moving between the ranking order and the map view of the ranking view option.



Press the function key F6 for additional information about the indicators and data (the definition, relevance of the indicator in terms of sustainability, location and source of the data, availability of time series etc).


Press the function key F5 to refresh the view in case multifold functions, text and maps remain on the screen. This will refresh the view.


In addition to the two main view options of the dashboard it is possible to select between different view options from the popup menu (see the popup menu view below).



Additional options of the menu bar

The menu bar provides additional options for displaying, analysis and extraction of data. The view of the menu bar is provided below.




Right-click on the icon  to view the additional options (e.g. export of data into Excel, export of the text of the indicator, colour settings, i.e. the greyscale option, etc.).

Click on the icon  for launching an indicator and search for the relevant unit in the Internet in Google search engine.


Click on the scatter plots icon , i.e. S-view for a simplified view. The user can get the same view when clicking on the D-view icon  in the rankings view option.

Changing the set and weights of the indicators

Right-click on the icon  in the menu bar for designing your own indicator set or providing the indicators with different weights and select “Design” from the popup menu. Switching in the design mode enables you to create your own indicator set by means of deleting indicators or transferring them from one area to another.

In order to delete indicators right-click on the name of the indicator to be deleted (note that design mode must be ON) and the mouse cursor will become a box with a question mark inside. Left-click on the 0-button in the themes menu and the selected indicator will be deleted from the list. Move the cursor over the analysis window to cancel the operation.

Also, the design mode must be ON for changing the weights of the indicators and themes. All the indicators and themes are of equal weight, i.e. of the same value as default. Increasing or decreasing the weight, i.e. the importance of the indicator selected by the user, will change the colour of the overall index toward better or worse evaluation. The size of the sector in the pie-chart indicates the weight of the indicator in the overall index.

For changing the weights right-click on the icon  in the menu bar and select “design” mode from the opening popup menu. When moving the mouse cursor near the inner circle the mouse cursor will become a plus-minus sign. Left-click to increase the weight of an indicator, right-click to decrease it.

Hold Ctrl and Shift and left-click somewhere on the inner circle: a box will ask you if you want to apply equal weights. It enables you to restore the original view where all the indicators had equal weights.