

EPIC: Getting Started

Bolded Black Text indicates the name of a field in the Needs Portal.

Bolded Blue Text indicates the name of a field on the Dashboard.

Location of Dashboard

- **EPIC**: Includes EPIC program terms and the families and activities involved in the program.
 - a. u.osu.edu/epic...Click on Evaluation menu....choose Dashboard.

Basics

1. The Dashboard uses the word “families,” but we are displaying data for program terms. A family that has gone through EPIC, and restarted a second time, will be counted twice on the Dashboard.
 - Recall that a “Program Term” is the time period that individuals from a family participate in a specific program, like EPIC.
2. The dashboard displays data that was exported from the Needs Portal on a certain date.
3. When you first access the dashboard,
 - It displays statistics for the entire state.

New

- The Overview tab displays data for the entire history of the program.
- The remaining tabs display data for the last year.

4. To download the dashboard, go to the bottom right and click on the download option:



Using the Filters

Use the **County** drop-down to choose a county of interest.

- When you select a **County**, it will update the data on all of the dashboard tabs.
- You can change the **County** on any of the tabs and that selection is carried to the other tabs.
- Choose “(All)” in the **County** drop-down to return to all EPIC counties.

Use the **Status** drop-down to choose whether to look at open program terms, closed, or all.

- A program term is open if there is no **Program Closed Date** in the Needs Portal
- When you select a **Status**, it will update the data on all of the dashboard tabs.
- You can change the **Status** on any of the tabs and that selection is carried to the other tabs.
- Choose “(All)” in the **Status** drop-down to return to all cases, open and closed.

Use the **From** and **To** dates to choose a time period of interest.

From: 11/1/2017	To: 11/12/2019
------------------------	-----------------------

- When you click in the field, a calendar will display. You may either pick your dates of interest from the calendar, or you can just type in the **From** and/or **To** fields.
- The **From** and/or **To** dates on the Overview tab control data on that tab only.
- The **From** and/or **To** dates on the last 3 tabs are linked and a change to these dates will update data on the final 3 tabs.
- To see the entire EPIC history, set **From** date to 11/1/17 and **To** date to today's date.

New