UNDP Sustainable Development Goals (SDG) Portal Front-end User Manual

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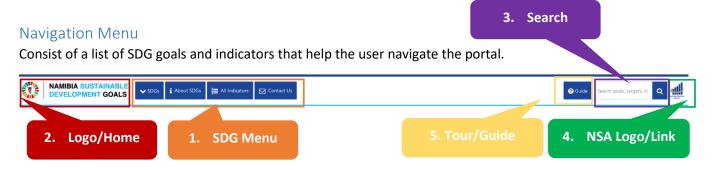
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Portal Layout

An abstract view of the portal.

1. Navigation Menu

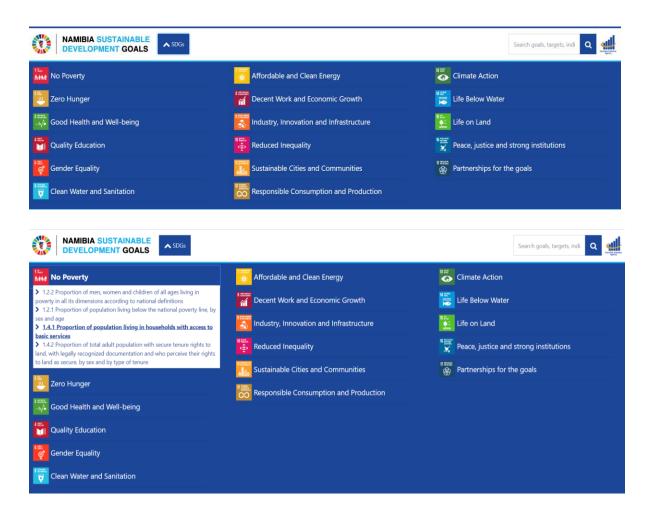




The navigation menu appears on all the pages and it doesn't change, keeping a constant look and feel throughout the portal. The navigation menu is used by the user to move from page to page of the portal.

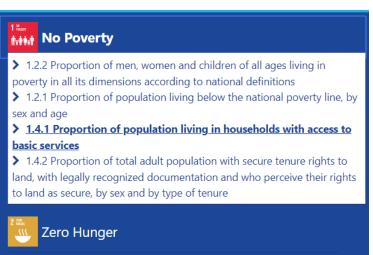
The navigation menu consist of:

- 1. **Logo/Home:** The UNDP SDG logo for Namibia as defined by the UNDP standards. The logo also a link to the home page of the portal.
- 2. **SDG Menu:** A dropdown menu of all the SDG goals with indicators (see screenshot), an about menu, contact page for feedback and a menu that leads to a list of all the indicators. The screenshots below shows how the menu looks like.



- 3. NSA Logo/Link: a link to the NSA portal
- 4. Search: look for any SDG related data.
- 5. **Guide/Tour:** this menu give you a walkthrough the most important item of specific page





Content

The portal content section is the only part of the application that changes based on selected and requested data by the user. When the user select/clicks on a goal or indicator different pages get rendered at this section.

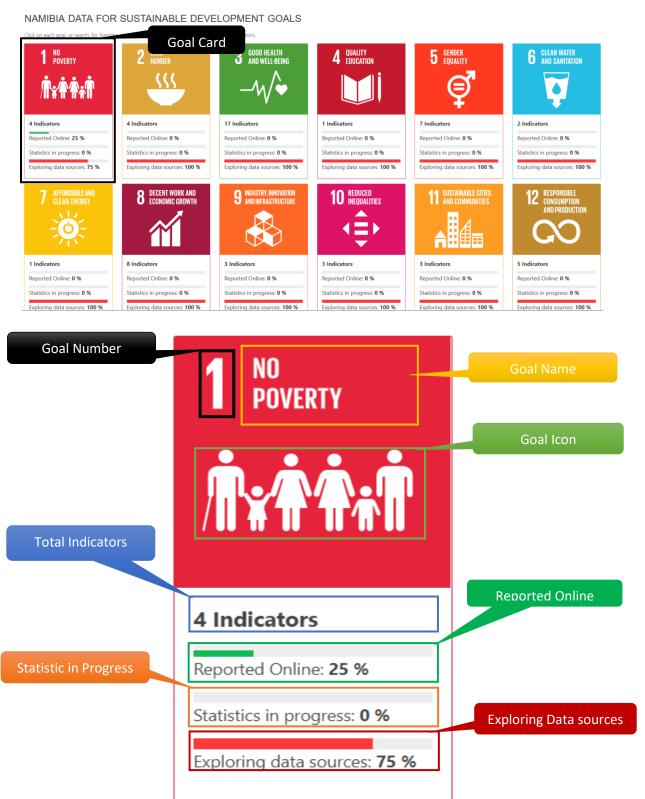
NAMIBIA DATA FOR SUSTAINABLE DEVELOPMENT GOALS

Click on each goal, or search, for Namibia statistics for Sustainable Development Goal global indicators



SDG Portal Home

The landing page of the portal, all goals are displayed with a summary of each goal.



- **Total Indicators:** The count of all indicators that are available for this goal.
- **Reported Online:** The percentage of all the indicators that have data published for reporting. The percentage is calculated against the total number of indicators. For example the above diagram has a total of four (4) indicators and with 25% *Reported Online* status which means only one (1) indicator of the four (4) has data published to the portal.
- Statistics In progress: This shows the progress of.
- Exploring Data Source: something to be written.

Goal Details

Goal details page displays all the targets as cards for the selected goal and an abstract summary. The portal provides two (2) options that allows the user to view *Goal Details*. Follow any of the provide options with their instructions.

Option 1: Home Page Goal Card – this option is only applicable if the user is on the Home page of the portal.

1. Click/Select the Goal Card and Goal Details will open.



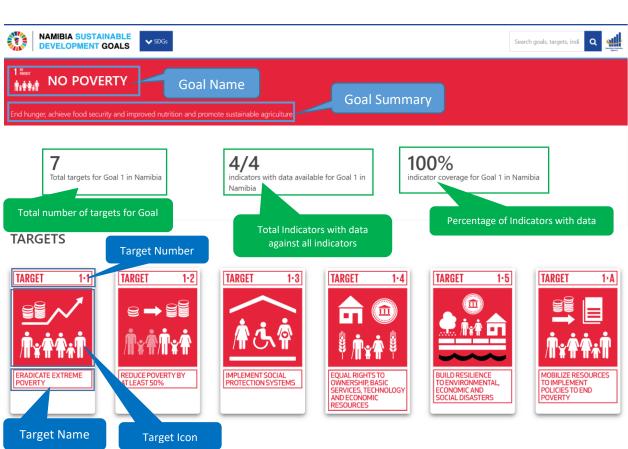
Option 2: SDG Navigation Menu – using this option the user is able to access the goal page from anywhere on the portal.

1. **Click/Select** the **SDGs** menu on the navigation menu, a dropdown list of all goals will be displayed (goal icon and goal name).

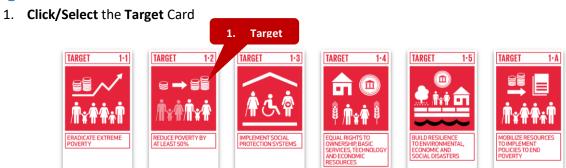


2. Click/Select the desired Goal name and this will open the Goal Details page

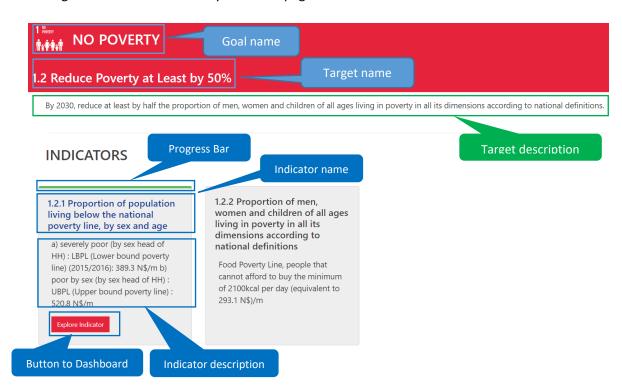




Target Details



The figure bellows shows the layout of the page.



The **Green Progress Bar** and **Red Explore Indicator button** are indication that there's data available the indicator.

All Indicator

Shows a list of all available indicator in collapsible tab menu

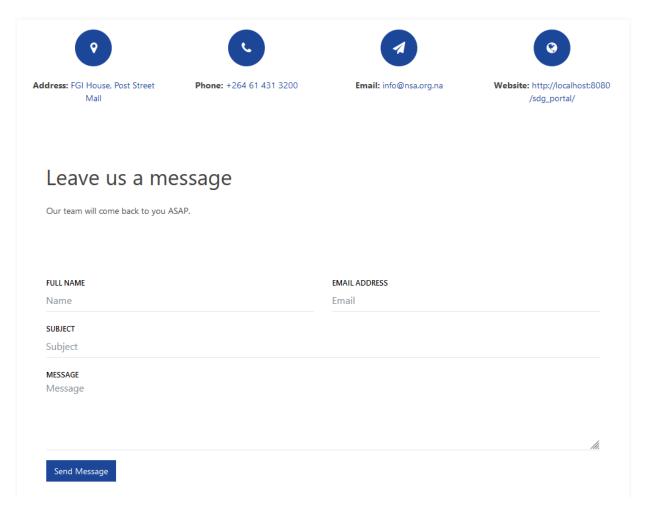


Collapsible Title: A heading of the goal with a link to the goals page

Indicator Content: Shows all the indicator for that goal with link to explore the dashboard

Contact Us

We are interested in your feedback regarding this portal and its contents. We welcome your questions about the statistics, data sources, or metadata provided for our SDG indicators, please contact us; suggestions regarding additional site content or data sources; as well as suggestions on how to improve the functionality of this website, including data accessibility.

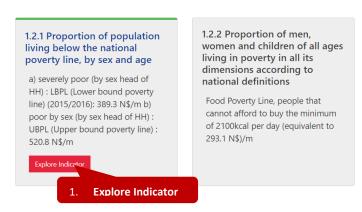


Indicator Dashboard (Charts, Tables and Maps)

Option 1: From the **Target Details** page

1. On the Target Details page Click/Select the red Explore Indicator button

INDICATORS



Option 2: Using SDGs menu

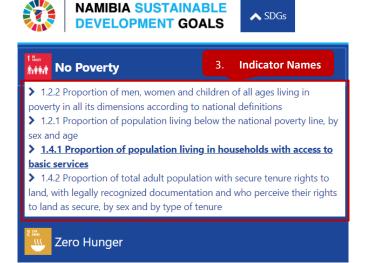
1. **Click/Select** the **SDGs** menu on the navigation menu, a dropdown list of all goals will be displayed (goal icon and goal name).



2. **Hover over/Long Press (Touch screen)** the desired **Goal Name** and this will expand the Goal to list indicators.



3. Click/Select the desired Indicator Name to view dashboard

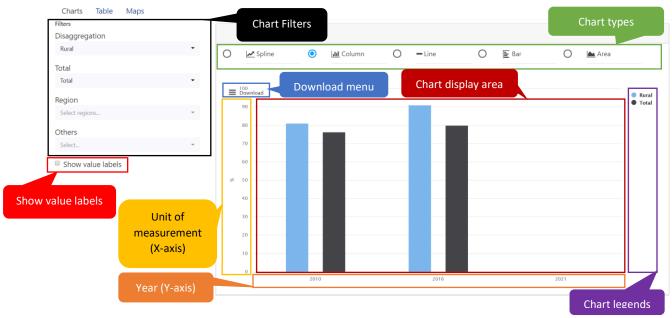




- 1. **Selected Indicator Name:** name of the current selected indicator
- 2. Indicator Selector (Change Indicator): An option to change the indicator
- 3. Dashboard Options: various reporting options such as:
 - a. **Charts:** a graphical representation of indicator data, and the data is represented as one of the following options spline, column, line, bar and area charts.
 - b. **Table:** a tabular representation of the data in the form rows and columns.

c. **Maps:** a representation of indicator data using the Namibian maps, the data is represented per regions.

Dashboard: Charts



- 1. Click/Select Charts from the dashboard options
- 2. Using the **Chart Filters** select the options (**Disaggregation, Total Regions** and **Others**) for which you want to view chart data for. Once the filter is selected data will display in the **Chart Area**.
- 3. Using the **Chart Types** options **Click/Select** the charts you want to view. When user selects the chart type, the chart area auto refreshes to display the data in the select form.
- 4. **Check/Uncheck** the **"Show value labels"** to display the value on top of the point on the chart areas.

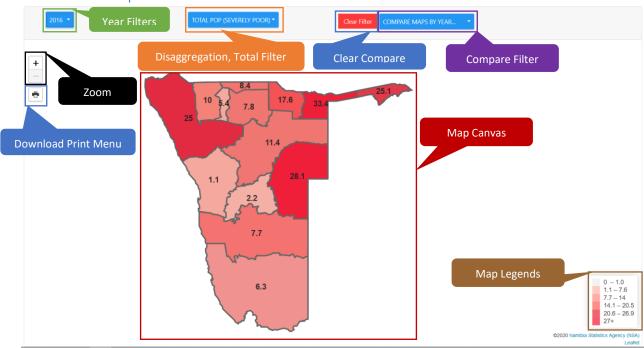
Dashboard: Table



- Chart Filters: use filter to select what data to display on the table.
- Data Display: table area to display data using the filters.

- **Download Options:** different options to download table data. Data can be download in the following format: **CSV**, **PDF**, and a **Print** options
- **Search:** lets user search for data from the table.
- Table Information: shows information regard total displayed against what is currently displayed.
- Pagination: for that navigation when table has a lot of page.
- 1. User the **Chart Filter** to select data to show/display on the **Table Data** section.
- 2. Use **Pagination** to move between table data pages.
- 3. Use the **Search** to look up for data on the table.
- 4. **Click/Select** one of the button in the **Download Options** to download data in the format that you need.

Dashboard: Maps



View Map Data

- 1. Use the **Year Filter** to **select** the **year** to view the data for.
- Click/Select on the Disaggregation/Total filter and the data will be displayed on the Map Canvas
- 3. Use the **Zoom** option to zoom in (+) and to zoom out (-).

Map Data Compare

1. Click/Select the Disaggregation, Total filter to select desired option

- 2. Click/Select the Compare Maps By Year and the selected year data will be displayed
 - a. Map compare allows for comparison of multiple years

Clear Maps

1. Click on Clear (red button) to clear all compare data

Data Download

- 1. Select the desired data to display on map using the different filters
- 2. Make sure data is visible on the Map Canvas
- 3. Hover/Long Press on the Print icon and select an option:
 - a. Download PNG: downloads an image of the map
 - b. Landscape: prints the map in the landscape mode
 - c. **Portrait:** prints map in portrait mode.
 - d. **Auto:** uses browser and system setting to print best option of the map.
 - e. **Custom:** User can select section of the map they want to print by dragging the cursor through the area they want printed out