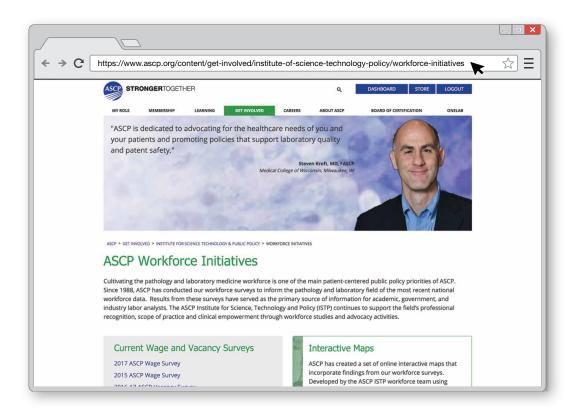


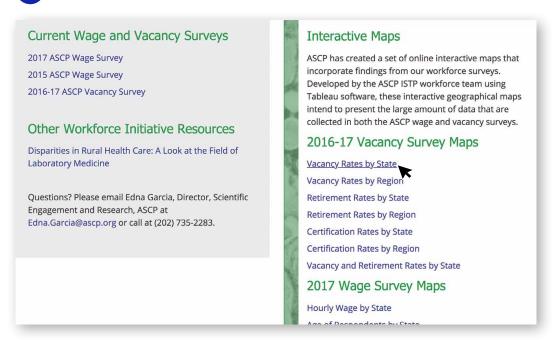
INSTRUCTION GUIDE: ASCP Tableau Maps

Note: Vacancy 2016-17 maps were used as an example in this instruction guide.

Go to the link: https://www.ascp.org/content/get-involved/institute-of-science-technology-policy/workforce-initiatives



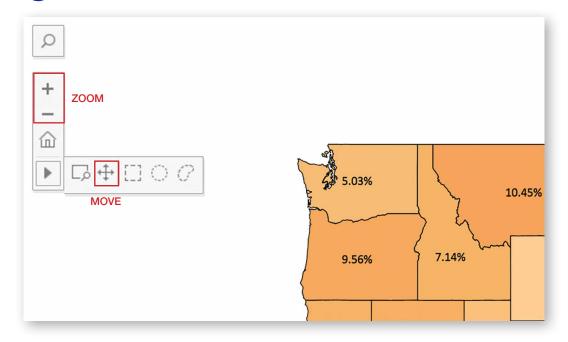
Click on one of the online maps:



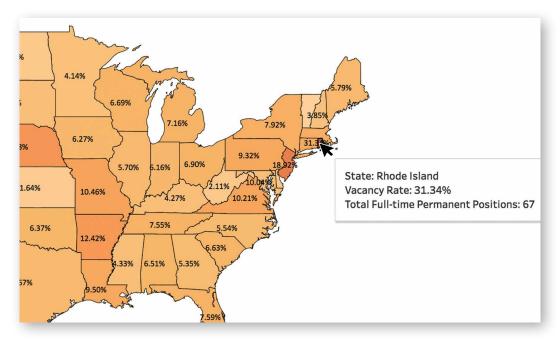
3 Corresponding map will open on Tableau webpage.



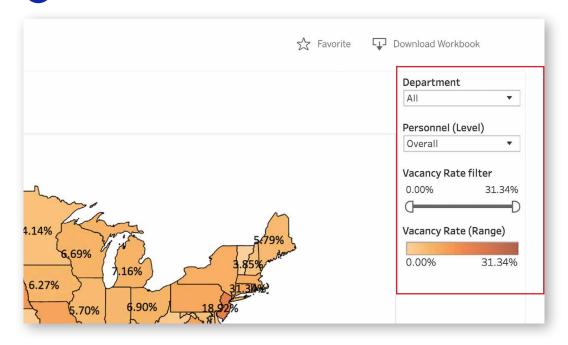
4 Use the mouse wheel or double click on the map to zoom (+/-).



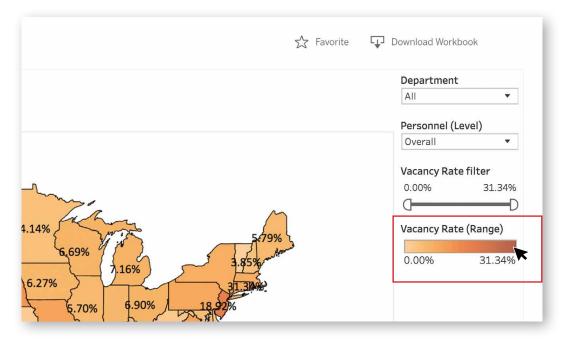
Place the cursor on your state of choice to show the name of the state and corresponding data.



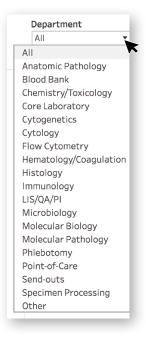
6 You can tailor the data based on filters on the right hand side panel.



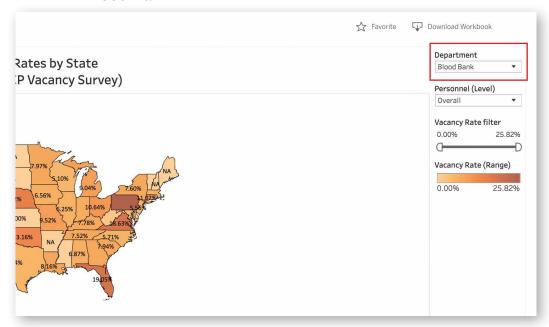
The color spectrum below shows vacancy rate ranges. The darker colors represent higher rates.



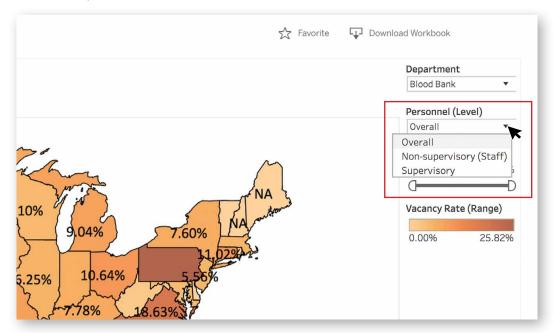
- Most maps have three filters: Department, Personnel (Level), and measure (Rate) filter.
 - i. To look at the data by individual **Department**, click on the box, that will show you the list of the departments included in the maps (19 total).



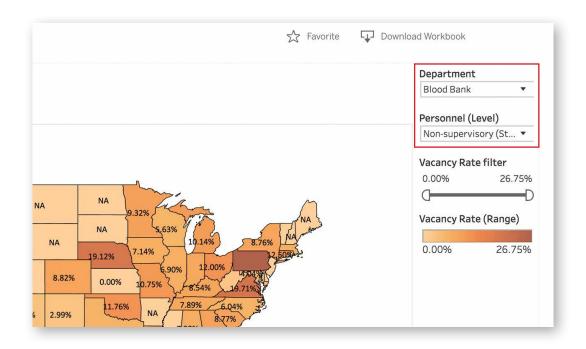
ii. Choose your preferred department type and the map will show the distribution for that category. For example, the screenshot below shows distribution of Vacancy rate for Blood Bank.



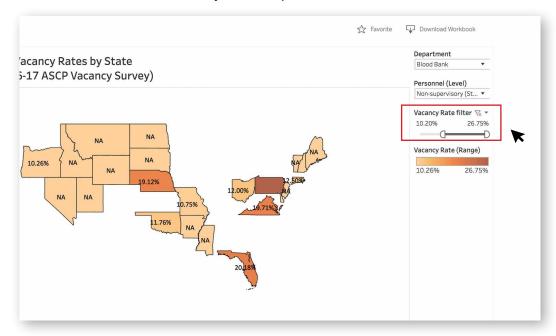
iii. You can customize the data based on Personnel (Level) category, by clicking on the proper box and choosing the preferred Personnel level.



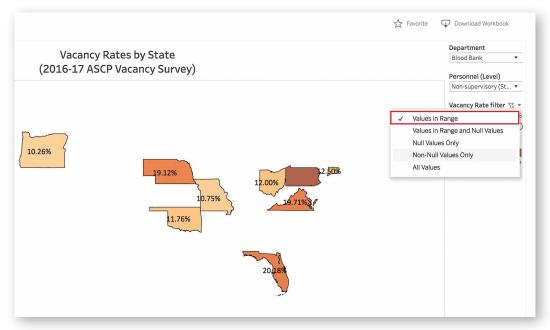
iv. The screenshot below shows distribution of Vacancy rates for Non-supervisory (Staff) personnel in Blood Bank.



v. The third filter is a Vacancy Rate filter. You can use the slider to specify a range in that measure and see which states belong in that range. The example below shows the states who have vacancy rates equal to or more than 10.2%.



vi. For some states, the data label shows 'NA' because there was not enough sample from those states to be reported. To exclude those states in the map, click on the inverted arrow in the Vacancy Rate filter box and choose "Values in Range".



To include NAs, select "Values in Range and Null Values". To remove the Vacancy Rate filtered data and select all value, click on "All Values".