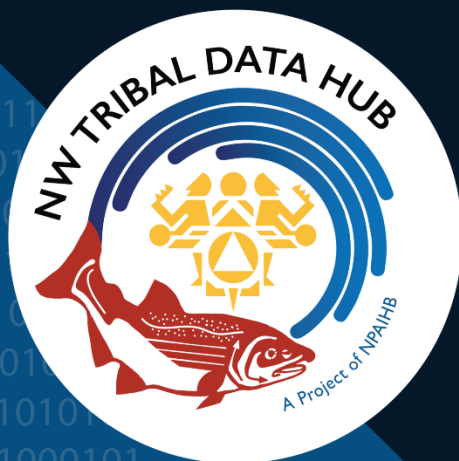




NORTHWEST PORTLAND AREA
INDIAN HEALTH BOARD
Indian Leadership for Indian Health

NW Tribal Data Hub Quickstart Guide



**For Questions or inquiries contact the
NW Tribal Data Hub:
DataHub@NPAIHB.org
(971) 430-2607**



Table of Contents

Table of Contents.....	i
Acknowledgment.....	1
Using Your Tribal Data Hub Dashboard	2
Terms of Use	2
Getting Started.....	3
Logging in for the first time	7
Interacting with your Tribal Data Hub Dashboards	10
Homepage.....	11
Top Left	11
Top Right.....	11
Left panel	13
Viewing your Dashboard.....	20
Top Left.....	21
Explore.....	21
QuickSight home button	21
Dashboards	21
Favorites	22
Undo and Redo	22
Reset.....	22
Top Right	23
Bookmarks	23



Export	23
Datasets	24
Share	24
Fit to Window.....	25
Alerts	25
Tabs/Sheets.....	26
Tabs/Sheets.....	26
Map and Introduction.....	27
Last Updated.....	27
Map and Titles	27
Data Hub Data Analysis Methods Document	28
Footer	29
About the Data.....	29
Comparability Note.....	29
Data Confidentiality Notice.....	30
Contact us!.....	30
We appreciate your feedback!	30
NW Tribal Data Hub Website link.....	31
Links to the NWTEC and NPAIHB websites.	31
General tips for Sharing Visuals.....	32
Controls	33
Select Region	33



Select Ages	34
Select Year(s).....	35
Select Year Range.....	36
Include Prior Years.....	37
Resources Page.....	38
PDF Download.....	38
Printing and Downloading Files	39
Helpful Tips	42
Additional Resources.....	43

Updated 5/27/26.



Acknowledgment

With heartfelt gratitude, the Northwest Portland Area Indian Health Board (NPAIHB) and the Northwest Tribal Epidemiology Center (NWTEC) extend their deepest appreciation to the Tribal members, families, staff, and leadership whose invaluable contributions have enriched our understanding of health within Northwest Tribal communities.

We also honor the dedication of the NPAIHB delegates from our 43-member tribes, and staff at the Indian Health Service (IHS) and Tribal health facilities whose work serving NW Tribal communities is vital our shared goal of improving the health of Tribal communities.

Our sincere thanks go to the Portland Area IHS and the States of Idaho, Oregon, and Washington for their support, and to our project officers at funding agencies, who have all helped bring the NW Tribal Data Hub to life. Your collective efforts illuminate the path toward a healthier future for all



Using Your Tribal Data Hub Dashboard

Terms of Use

All Authorized Data Hub Users are required to agree to the Terms of Use for NW Tribal Data Hub located the [User Request Form](#) and [Data Hub Addendum of the Data Sharing Agreement](#) when completing the User Request Form.



Getting Started

After completing the Data Sharing Agreement, Data Hub Addendum, and User Request Form(s) each user will receive an email from the Data Hub Team to book an appointment for onboarding. Once you book your appointment, our team will submit a ticket to create your account.

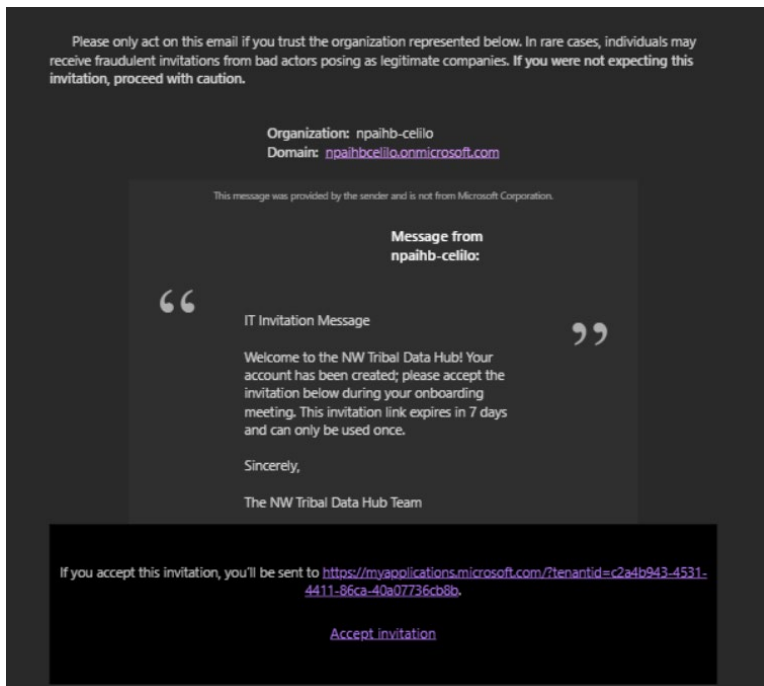


NW Tribal Data Hub Onboarding



Booking for Onboarding-NW Tribal Data Hub (30-min)

Our IT department will create access to the application using single sign-on through our Microsoft identity and access management system, NPAIHB-Celilo, before our onboarding session. You will receive an invitation email from invites@microsoft.com which looks like this:



When you click 'Accept invitation', you will see this warning message:



Your email and name are stored in the system to verify your identity and ensure the security of Tribal data. Your information is not used for any purpose other than to grant you access to the NW Tribal Data Hub. You can access our privacy policy [here](#).

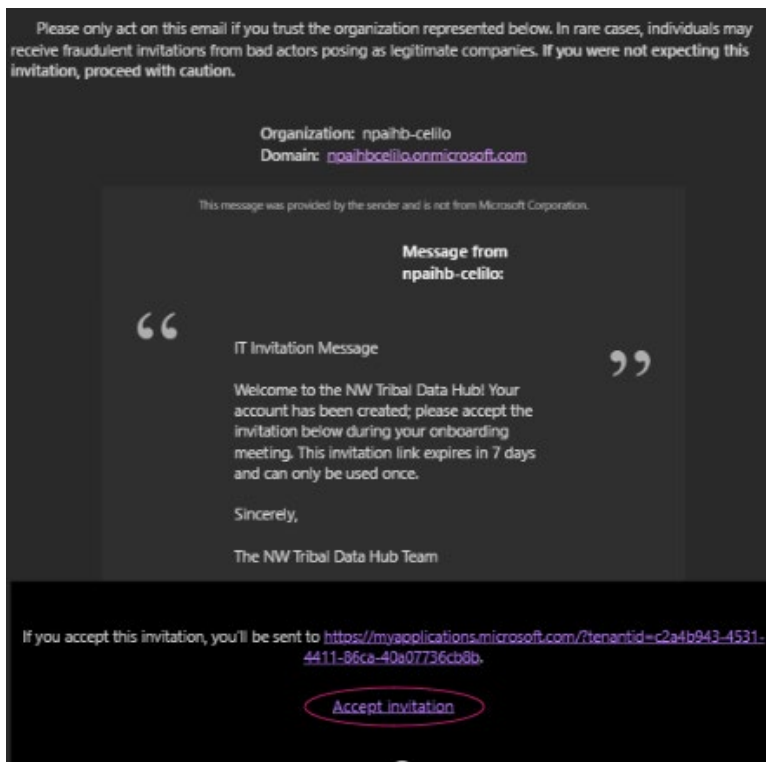


Each user must have a unique login, which will not be shared with any other individual.



Logging in for the first time

1. Click the link to “accept invitation” to QuickSight from the QuickSight Team.



2. Follow the prompts to gain access through single sign on.
3. ***Congratulations, you are ready to start interacting with your NW Tribal Data Hub Dashboard!***



NW Tribal Data Hub QuickStart Guide



After our onboarding meeting, you will receive an email with the following information:

Please save the following information:

This information will be used for subsequent logins after you create a password using the email invitation mentioned above:

- Account Name
- Username
- You may want to bookmark these 2 pages:
 - Data Hub dashboard login:
https://quicksight.aws.amazon.com/sn/auth/signin?directory_alias=NWTribalDataHub
 - Data Hub informational website:
<https://datahub.npaihb.org/>

Here are a few links to [get started](#):

We have a detailed [Tribal Data Hub User Guide](#) to help you navigate the platform.

If you ever run into any issues, please attend [office hours](#) on Tuesdays at 1:00 pm (PT) or set up a time for technical support using this [bookings link](#).

Your participation and feedback are crucial to the success of this project.

Please provide us with feedback in any of the following ways:

- Contact us: via email at datahub@npaihb.org, or directly from the dashboard by clicking this image:





- Share feedback about a dashboard: by clicking this image within the dashboard:

We
appreciate
your
feedback!

- Complete our New User Survey: you will get an email 30 days from today with a new user survey to share your onboarding and platform experiences.
- Help us set priorities with our annual survey: Annually, we will send surveys to new users and Authorizing Officials to set priorities for new dashboards.



Interacting with your Tribal Data Hub Dashboards

AWS Quick is a cloud-based business intelligence (BI) and data visualization tool. AWS Quick offers different user roles, Tribal Users will have a “Reader” role. A Reader in AWS Quick has access to view and interact with published dashboards created by “Authors” or “Admins” at NWTEC. Currently, Tribal users will not be able to add additional data or create new visualizations or dashboards. If you have any requests for data, please contact the Data Hub staff at datahub@npaihb.org.

Note: AWS changes branding and user interfaces frequently without warning, so images and instructions in this guide may vary slightly from the application.

NWTEC biostatisticians and epidemiologists are “Authors” of the Data Hub. Authors load, clean, and analyze data; then utilize available data to develop and publish dashboards to provide you with an interactive visualization of your data. The years of data included on your dashboard are the most recent data available to NWTEC. Dashboards are updated when most recent data become available from state and federal partners. When you interact with your dashboard data, such as changing the years or age categories displayed in a chart, your changes will only be seen by you. You will also be able to download or print a copy of the dashboard for your Tribe’s use.



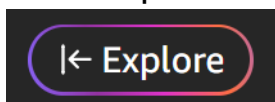
Homepage

After logging in, you will see the AWS Quick Dashboards homepage. The **Dashboards homepage** displays all the dashboards you have access to.

Top Left

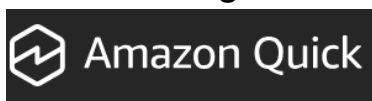


Explore button



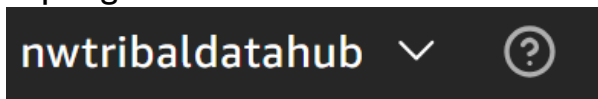
The Explore button opens and closes the Left panel. This button is accessible throughout the application.

QuickSight home button



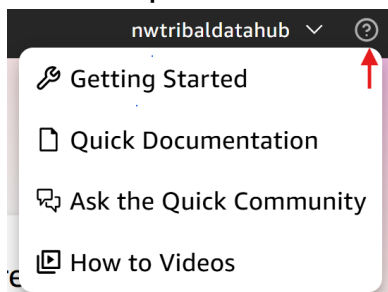
The QuickSight home button will take you back to the home page from anywhere on the platform. Sometimes Amazon Web Services changes the title of this button, so be aware that even if it says “Quick”, “QuickSuite”, or “QuickSight” the function is the same.

Top Right



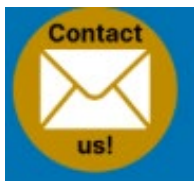


Help



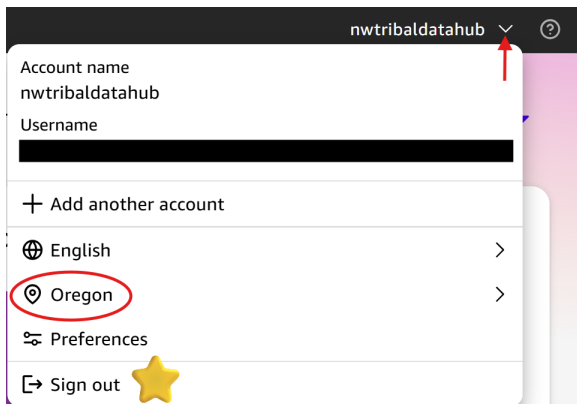
Help is the general QuickSight help feature.

If you need assistance, you can book with us using this [bookings link](#), or click on the “Contact us!” icon (displayed below) at the bottom of any dashboard tab/sheet or top of the resource tab/sheet.





Account information

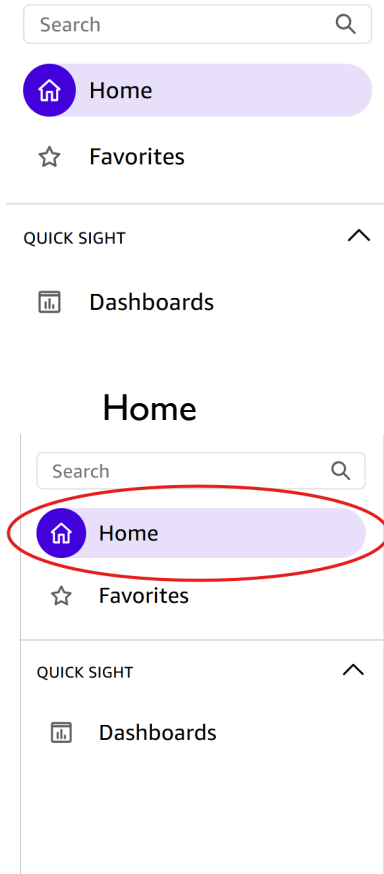


The account information menu has your username, the NW Tribal Data Hub's account name, language selection, region, preference, help and sign out.

- The region should always say Oregon.
- Don't forget to sign out when you are done.

Left panel

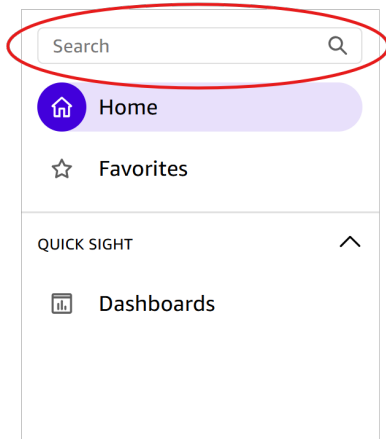
The left panel may have less options depending on your level of access to the NW Tribal Data Hub. Each user should have access to the search bar, home, favorites, and dashboards.



Home will take you to the QuickSight home page where you can access widgets.

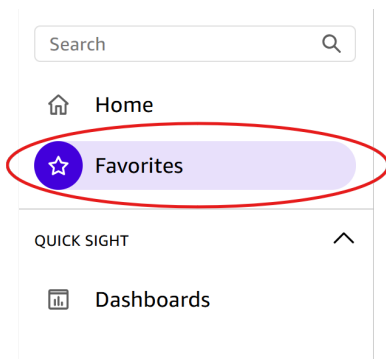


Search bar



The Search bar allows you to search for specific dashboards or data visualizations.

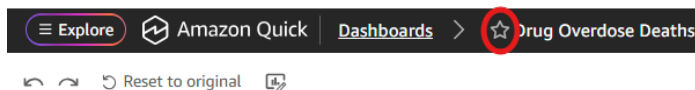
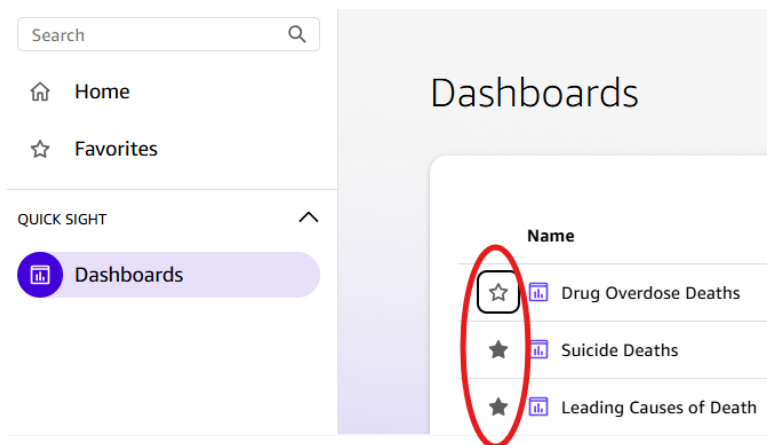
Favorites



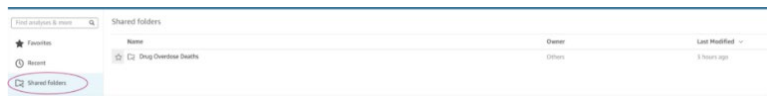
Favorites displays your saved favorite dashboards. You can make a dashboard a favorite by clicking the star in the bottom



right corner from the dashboards page, or within the open dashboard on the top left.



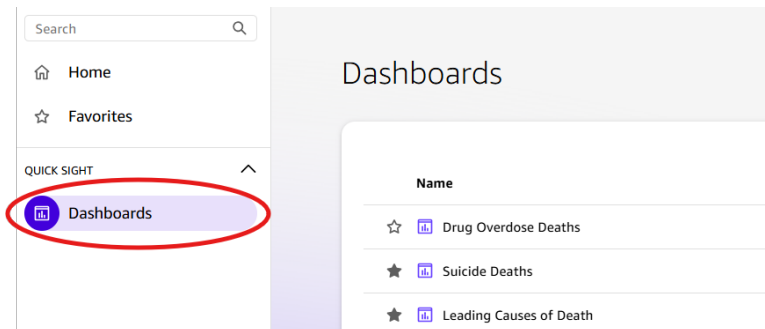
Shared folders



Shared folders includes all the dashboards we have shared with your group. All dashboards are shared through folders, so you can find dashboards through here, but it's easier to find them in dashboards.

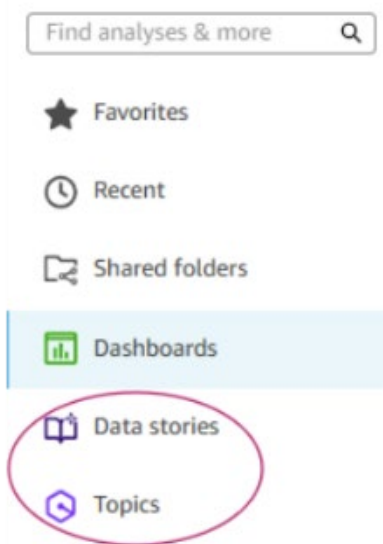


Dashboards



All dashboards you have access to will be available in the Dashboards section.

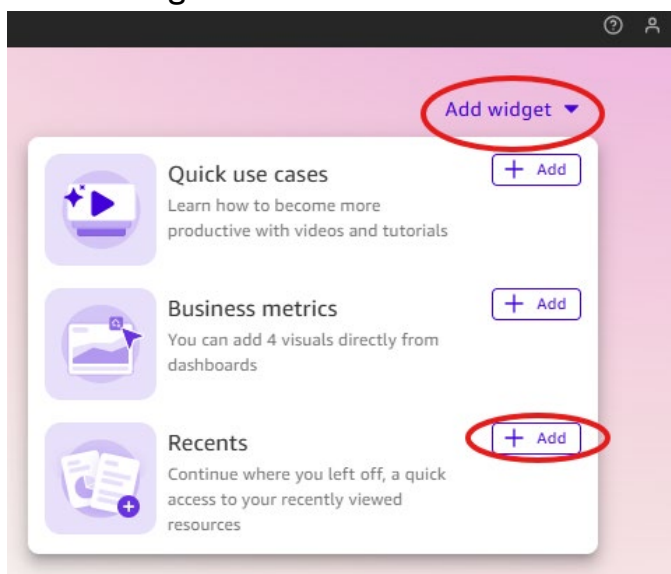
Data Stories and Q Topics





NPAIHB has a strict policy prohibiting the use of AI with Tribal data to protect Tribal sovereignty, therefore Data Stories and Q Topics are turned off as they require AI to function. If you receive a message to use an AI feature you can just ignore it, since we have turned off those features at an administrative level.

Widgets



You can customize your home screen with widgets. On the upper right-hand side of the screen, you can add widgets to your home screen, by clicking the add button next to the widget you wish to add.



There is no need to add the Quick Use Cases and Business Metrics widgets; however, Recents provides access to recently used resources such as dashboards directly on your home screen.

Welcome to Quick

Recents



Name	Type	Last viewed
Drug Overdose Deaths	 Dashboard	5 minutes ago
Leading Causes of Death	 Dashboard	2 days ago
Suicide Deaths	 Dashboard	2 days ago

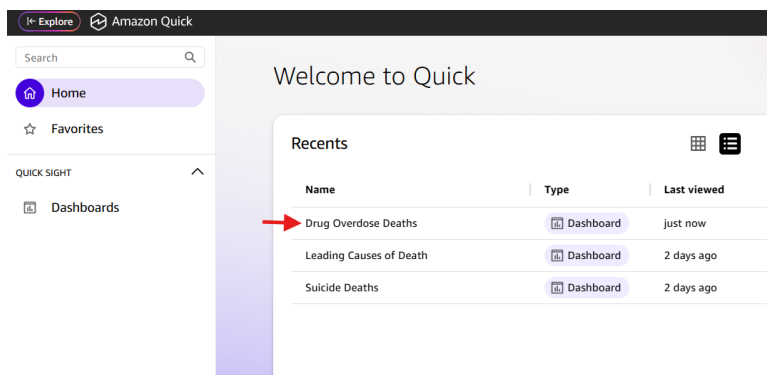


Viewing your Dashboard

Dashboards in QuickSight contain visualizations and data insights. You can view dashboards and interact with them by using the controls at the top of the dashboard to update the data displayed. The controls available differ by dashboard but generally include options to update the region (such as changing the dashboard to display data for your Tribal PRCDA to displaying data for all of the NW Region), and a year control to change the number of years included in the data. Dashboards may include charts, graphs, tables, and other visual elements.

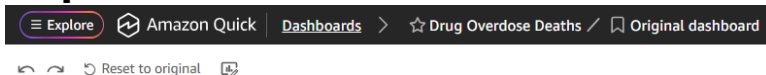
To open a specific dashboard,

- from the **dashboards, homepage, favorites,** or **recent**, simply click on the dashboard you would like to view and/or interact with.

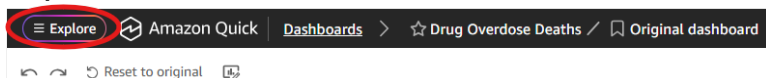




Top Left

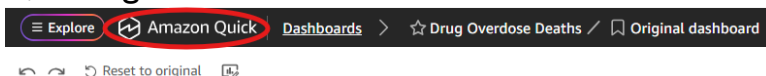


Explore



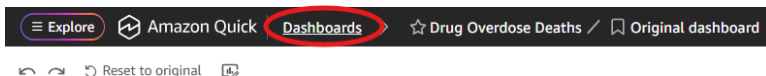
The Explore button opens and closes the Left panel. This button is accessible throughout the application.

QuickSight home button



The QuickSight home button will take you back to Favorites/Dashboards from anywhere on the platform.

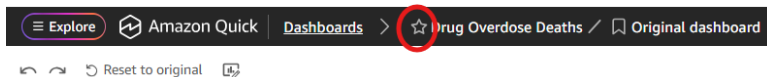
Dashboards



All dashboards you have access to will be available in the Dashboards section.

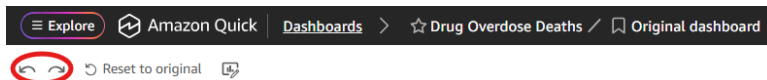


Favorites



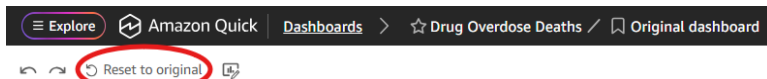
Clicking the star on the top left of any dashboard will save the dashboard to your favorites.

Undo and Redo



Currently, with the limited settings there aren't many changes that would need to be undone/redone.

Reset



Reset will undo all the selections you have made and take you back to default view of the dashboard (generally your Tribal region, all years, with no prior years included).



Top Right

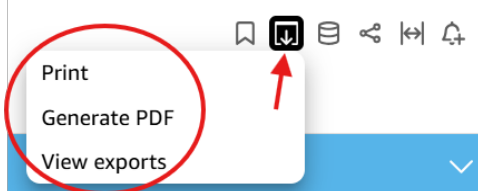


Bookmarks



Bookmarks allows you to save set controls and bookmark them for easy access.

Export



Export allows you to print, generate a PDF, or view a PDF you have generated. The export will be frozen to the controls you have set. If you would like to have a PDF of each sheet, you will need to generate a PDF and download EACH SHEET separately. For more information see [Printing and Downloading Files](#).



Datasets

Datasets for this dashboard

This dashboard includes the following datasets.

Datasets	Last refreshed
suicide_deaths_view	SPICE Info unavailable
map_view	SPICE Info unavailable

Close

Datasets allows you to view a list of datasets used in the dashboard; you cannot download them at this time.

Share

Share this view

Share using a link

Only people with dashboard permissions can access this link.

Link

<https://us-west-2.quicksight.aws.amazon.com/sn/account/nwtribaldatabus/da...>

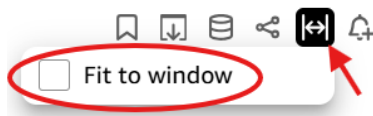
Copy link

Done

Sharing this view provides a link you can copy to share a view with others; however, all viewers need to have an account and appropriate security group access to see the shared view.



Fit to Window



By checking the fit to window box, the dashboard will automatically resize to fit your window. Unchecking the box allows you to zoom in/out on dashboards.

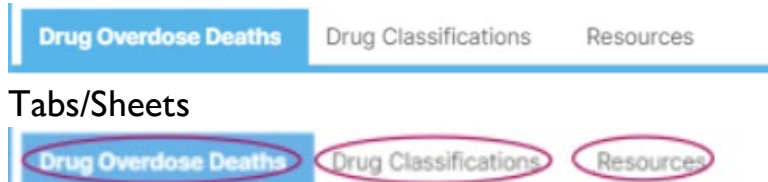
Alerts



There is no permission to create an alert at this time.



Tabs/Sheets



Navigate between tabs/sheets by clicking the tab/sheet you want to navigate to.

The selected tab will turn blue when active.



Map and Introduction

Drug Overdose Deaths
Washington, Oregon, and Idaho

Last Updated: June 5, 2025

This interactive dashboard summarizes drug overdose mortality among residents of the **Northwest Region**. Summaries for residents of Washington, Oregon, Idaho, and the combined NW Region are also provided. To toggle regions, use the Select Region control near the top of the page.

The data presented in this dashboard utilize state death certificates from Washington, Oregon, and Idaho that have been adjusted by the Northwest Portland Area Indian Health Board to more accurately identify American Indian & Alaska Native (AI/AN) populations. This process helps ensure AI/AN people are included in the data and provides a more comprehensive representation of the AI/AN community. For more information about our data sources, methodologies, and the importance of correcting racial classification in health data, please visit [Data Hub Data Analysis Methods](#).

Viewing Tips: Selecting a shorter year range highlights more recent trends, which can help monitor evolving drug patterns. Selecting a longer year range provides historical trends and may reduce data suppression due to small population sizes.

Note: Data are suppressed when death counts are less than five. In these instances, the data will not be displayed to ensure confidentiality.

Last Updated

Drug Overdose Deaths
Washington, Oregon, and Idaho

Last Updated: June 5, 2025

Last updated is the date the dashboard was last published. Updates include additional data or features within the dashboard.

Map and Titles

Drug Overdose Deaths
Washington, Oregon, and Idaho

Last Updated: June 5, 2025

This interactive dashboard summarizes drug overdose mortality among residents of the **Northwest Region**. Summaries for residents of Washington, Oregon, Idaho, and the combined NW Region are also provided. To toggle regions, use the Select Region control near the top of the page.

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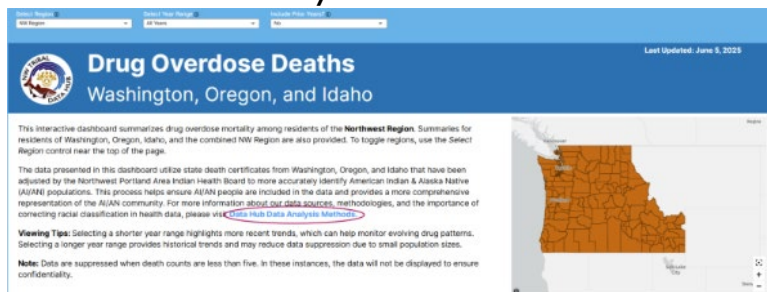
Note: Data are suppressed when death counts are less than five. In these instances, the data will not be displayed to ensure confidentiality.

The map and titles will indicate the region you have currently selected. The map will show all the counties associated with the region you selected or your tribal area. The introduction



section of each dashboard includes some important tips and notes specific to that dashboard.

Data Hub Data Analysis Methods Document



The Data Hub Data Analysis Methods document is linked within the introduction. This document describes the datasets used, the analysis methods, data suppression details, a brief description of statistical terms used in the dashboard, and data limitations.



Footer

About the Data:
The data presented in this dashboard utilize state death certificates from Washington, Oregon, and Idaho that have been adjusted by the Northwest Portland Area Indian Health Board (NPAIHB) to correct for racial misclassification among American Indian & Alaska Native (AIAN) populations. For more information about our data sources, methodologies, and the importance of correcting racial classification in health data, please visit [Data Hub Data Analysis Methods](#).

Comparability Notice:
Please note that data presented in this dashboard may not align with figures published by state or federal agencies. These differences arise from our rigorous process of correcting racial misclassification within the AIAN demographic. Many AIAN people are misclassified as another (incorrect) race in health records. NPAIHB aims to provide a clearer, more accurate representation of AIAN in the community.

Data Confidentiality Notice:
In adherence to confidentiality agreements, any death counts below five and estimates derived from counts below five are suppressed to ensure individual privacy. Some data points may not be displayed or may be generalized to prevent identification.

The Northwest Tribal Data Hub is a project of the Northwest Tribal Epidemiology Center (NWT-EC) a division of the Northwest Portland Area Indian Health Board (NPAIHB).

About the Data

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About the Data provides a brief overview of the data presented and a link to the Data Hub Data Analysis Methods Document. This document describes the methods to complete the analysis and any analysis limitations.

Comparability Note

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The Comparability Note clarifies the data provided have had correction for racial misclassification and may not align with state and federal data.



Data Confidentiality Notice

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The Northwest Tribal Data Hub is a project of the Northwest Tribal Epidemiology Center (NWTEC), a division of the Northwest Portland Area Indian Health Board (NPIAIB).

The Data Confidentiality Notice states our requirements for small numbers suppression.

Contact us!

About the Data:
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Clicking “Contact us!” in any dashboard populates an email pop-up to communicate with the Data Hub team if you have any questions or feedback.

We appreciate your feedback!

About the Data:
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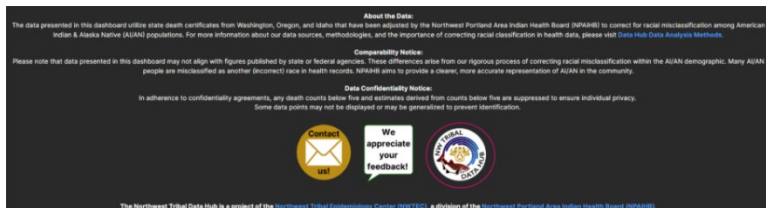


NW Tribal Data Hub QuickStart Guide



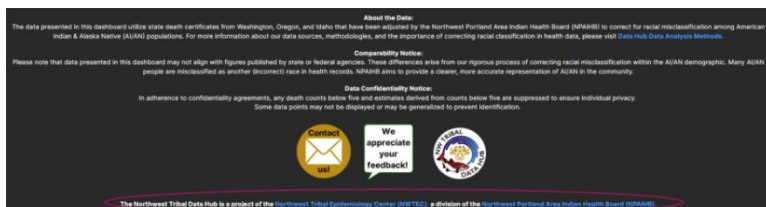
Clicking “We appreciate your feedback!” takes you to the SurveyMonkey to provide any feedback to the dashboard. Each dashboard has a unique link to provide feedback.

NW Tribal Data Hub Website link



Clicking our Data Hub logo within the dashboard will take you to our website. The website has a variety of resources, including a link to the Data Hub application login, technical assistance, and a new user guide.

Links to the NWTEC and NPAIHB websites.





General tips for Sharing Visuals

For optimal use of the dashboard visuals or insights in your presentations or reports:

- Download each data sheet as PDF document to share.
- Currently, there is no option for users to download datasets or individual visuals due to data-sharing agreements in place. Use the 'snipping tool' or other tools to capture a visual to use in a PowerPoint presentation or a report. If a citation is required, one can be found for each dashboard in the [Data Hub Data Analysis Methods Document](#).
- Be sure to follow your organization's privacy rules and regulations when sharing community-level data.



Controls

Controls

Select Region ①: NW Region

Select Year Range ①: All Years

Include Prior Years? ①: No

In a dashboard, you can interact with visualizations by:

- Using controls to change displayed data.

At the top of each dashboard, you can select a variety of controls which vary from dashboard to dashboard. Controls may include region, year range/year(s), including prior years, and ages, which allow you to filter all data on the dashboard sheet.

Select Region

Select Region ①

NW Region

Search value

Idaho

NW Region

Oregon

Washington

Select Region allows you to change from state (Idaho, Oregon, and Washington), NW Region, and your Tribal Region.



Select Ages

The screenshot shows the 'Select Ages' dropdown menu with the following options: All Ages 1+, Infants (<1), Youth (1-24), Adults (25-64), and Older Adults (65+). The 'All Ages 1+' option is highlighted. A red circle is drawn around the 'All Ages 1+' option in the dropdown menu.

he leading causes of death among residents of the **Northwest Region**.

control at the top to switch regions.
All Ages 1+. Options include *Infants (<1)*, *Youth (1-24)*, *Adults (65+)*.
single year or consecutive range of years to include.

Death: Summary by race, sex, time, and age.
File: Full list of leading causes for AI/AN and Non-AI/AN.
Annotations: Methodology and leading cause definitions.

Viewing Tips

- If the dashboard is mostly blank: select additional years of data to reduce suppression.
 - Infants: Recommend selecting 10+ years due to the small number of infant deaths.
- Suppression: Data points for death counts under five are not shown to meet confidentiality requirements and ensure statistical stability.
- Data Source: Death certificates from Washington, Oregon, and Idaho adjusted by the Northwest Portland Area Indian Health Board (NPAIHB) for improved American Indian and Alaska Native (AI/AN) identification. See [Data Hub Data Analysis Methods](#).

Top 10 Causes by Race, 2010 - 2023, All Ages 1+

Select ages allows you to change data visualizations within the dashboard to meet your selected criteria. Choose the age group you would like to filter, and the dashboard will update automatically.



Select Year(s)

Select Year(s) ⓘ

2020, 2023

Search value

☐ Select all

☐ 2014

☐ 2015

☐ 2016

☐ 2017

☐ 2018

☐ 2019

☒ 2020

☐ 2021

☐ 2022

☒ 2023

Apply

☐ Show selected

ce, 2020 - 2023,

Amo
of de

Cance

Heart Diseases

Unintentional Injur

Select all, the year, or consecutive year range you would like to filter and click apply; the data in the dashboard will update automatically.

- Options include a single year, a consecutive range of years, or all years.
- Note: When selecting more than one year using this control, all years between the years selected will be included. If 2014 and 2023 are selected, the visuals will include data from 2014 *through* 2023.
- **Tip: Using fewer years can result in limited visualizations for smaller Tribes (due to data suppression for small numbers, less than 5). Selecting a greater number of years can help to reduce suppression.**



Select Year(s) ⓘ

2010, 2023

Search value

Selected values

2010

2023

☒ Show selected

- You can toggle the show selected to identify which years are selected and deselect using the “x” or checkbox.

Select Year Range

Select Year Range ⓘ

3 Years

Search value

3 Years

5 Years

10 Years

All Years

Choose year range you would like to filter and data in the dashboard sheet will automatically update.



- Note: Analysis includes the most recent years of data.
- **Tip: Using smaller analysis ranges can result in limited visualizations for smaller Tribes (due to small numbers, less than 5, in the data).**

Include Prior Years

Include Prior Years? ⓘ

No

Search value

No

Yes

Include Prior Years allows you to compare the current and prior time period, this feature is available only for 3-, and 5-year options. This feature doesn't do anything when you select 10, or all years as we do not have sufficient data to include previous 10 or all year options.



Resources Page



The Resources Page provides NPAlHB, State, and Federal resources specific to the dashboard topic.

- *Some of the NPAlHB resource links are currently out of commission but should be back online in the future. If the link doesn't work, use the contact button associated with the resource, or contact us, and the Data Hub team will attempt to link you with the correct resource.*

PDF Download



Download the Resources Page with links using the link at the bottom of the page.



Printing and Downloading Files

Printing and downloading data will be enabled, so Tribes can use data and visualizations as needed for offline sharing, presentations, and appropriate dissemination per your Tribe's policies and procedures.

Once the dashboard is open you will see a **download** icon at the top right of the screen.

- To view your download, select view exports.



- To print data simply click the **download** button (square with arrow pointing down).
- Select **print** to print the sheet.
- A dialogue box will open, choose paper size, orientation, and whether you would like to print the background color.

Prepare for printing

Paper size

US letter

Paper orientation

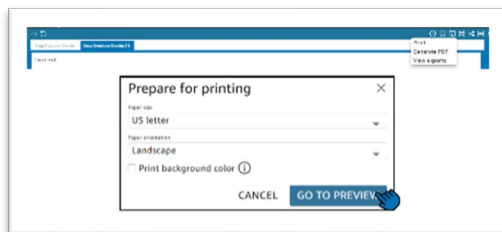
Landscape

☐ Print background color

CANCEL

GO TO PREVIEW

- Once you have identified those selections, click **Go to Preview**.



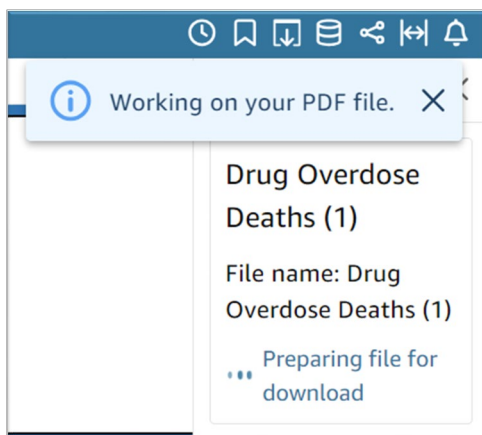
- This will open a preview of the print job, click **print** on the top right and follow the commands to select your local printer.



- Tip: If you would like to create a PDF, you can save the print job or view it as a PDF in your local printer dialogue box by selecting **save as PDF** and when prompted select a file location appropriate to your internal policies for file storage,
 - Or select **Generate PDF** instead of printing to download a PDF file.



- Once selected the file will be prepared for download on the right-hand side of the dashboard.





Helpful Tips

- NWTEC is dedicated to returning data to Tribes and must ensure data are protected by setting permissions on dashboards to prevent unauthorized access to data. Please respect data and dashboard permissions set by NWTEC Authors and Admins, the permissions are there to protect all Tribes' data.
- Be sure to understand your Tribe's policy and procedure on storage and sharing of data when downloading, printing, or sharing data from the Data Hub dashboards.
- If you encounter issues or need assistance, contact the helpdesk at datahub@npaihb.org.
- Remember that the features and functionality available to a QuickSight Reader may vary depending on the permissions granted by NWTEC. Always follow your organization's data governance and security guidelines when using QuickSight.
- If you need additional assistance or have questions and want to meet with the team please attend [office hours](#) on Tuesdays at 1:00 pm (PT), set up a time for technical support using this [bookings link](#), or email the team at datahub@npaihb.org.



Additional Resources

- [AWS QuickSight Online User Guide](#)
- NW Tribal Data Hub [FAQs webpage](#)



*Connecting Northwest
Tribal communities with
accurate and relevant
data, on-demand.*



This publication and the NW Tribal Data Hub were developed with funding support from the Centers for Disease Control and Prevention (Cooperative Agreement Numbers NU58DP007226 and NU38OT000255) and the Indian Health Service (Cooperative Agreement Number U1B1IHS0004). Its contents and solely the responsibility of the authors and do not necessarily represent the official views of the CDC, IHS, or the U.S. Department of Health and Human Services.