InfoBase Help

- Home
- Reports
- Maps and tables
  - Maps
  - Tables
- Search
- Publications
- Links
- Where's my postcode?
- Data release schedule
- Members Area
- Further help

Home

This help document is based on our dissemination tool InfoBaseCymru and some functionality may not be available in other InfoBase systems. All screenshots are from InfoBaseCymru.

Your choices

You can select your language of choice by clicking on the language selection box in the top right of the screen. You have the choice of English or Welsh. You can change your selection at any point, although it is not recommended from within a report. You can also change your preferred language so that the system remembers it when you return. You can do this by clicking on 'language options' at the foot of the screen and selecting your language of choice. Access to the different elements of the system is via the links on the left hand side or the icons in the middle of the page.

You have a number of options:

- Your local area report: enter a postcode and view a report that gives you an overview of that local area, using the most recent data in the system.
- Reports: view themed reports, using the most recent data held in the system.
- Maps and tables: view themed groupings of indicators in a map or a table.
- Search: search the contents of the system to locate the information you are interested in.
- Publications: view publications that can be accessed via the system.
- Links: useful links to websites with related information.
- Where's my postcode? Enter a postcode to discover which administrative and statistical geographies an area falls into, for example which local authority.
- Data release schedule: view a timetable detailing when each dataset is due to be updated.

Themes

You can also access reports, maps and tables through the 'themes' tab in the menu on the left:

⌂ Home
⌂ Reports
⌂ Maps and tables
⌂ Themes	← Themes
People
Economy
Education
Health
Housing
Community safety
Environment
Transport
Deprivation
Local Authority Finance
Local Authority Performance
⌂ Publications
⌂ Search
⌂ Links
⌂ Where's my area?
⌂ Data release schedule
⌂ Help

You will then see a list of available themes such as people and housing. When you click on the one you want you will be given a list of reports, maps and tables under that theme. You access these as described above

Your local area report

Simply type a postcode you are interested in into the blue 'Your local area report' box and click the 'Go' button. You will be offered to view a report for this area.

Your Local Area Report

Enter your postcode into the box below to get the most up-to-date data on **your** local area.

[go]

^ top ^

Reports

Reports present data about a specific geography using text, tables, charts and images. You can navigate to a report using any of the tabs below:

- By Theme: click the '+' symbols to expand the available themes. Then click a subject of interest (for example, people) and a geography (for example, local area).
- By Geography: click the '+' symbols to expand a geography. Then click a subject of interest.
- As List: use the options below the list to specify the number of items to display and the next and back buttons to navigate the list. Then click a subject of interest.
- Search: type in a search term and click search. Use the options below the list to specify the number of items to display and the next and back buttons to navigate the list. Then click a subject of interest.

Click the section headings beneath the title of the report to jump to a particular section. Click the information icons ( ) to view more information (metadata) for the indicators included in the report. If charts are present, you can move the mouse pointer over a bar or line in order to display a tooltip with further information.

Maps and Tables

Introduction

You can navigate to a map or table using any of the tabs below:

- By Theme: click the '+' symbols to expand the available themes. Then click a subject of interest.
- By Geography: click the '+' symbols to expand a geography. Then click a subject of interest.
- As List: use the options below the list to specify the number of items to display and the next and back buttons to navigate the list. Then click a subject of interest.
- Search: type in a search term and click search. Use the options below the list to specify the number of items to display and the next and back buttons to navigate the list. Then click a subject of interest.

Once you have clicked a subject of interest, the viewing options will appear. The maps and tables may be available for more than one Geography. For each Geography a number of viewing and export options will be available.

Maps

Viewing maps requires Adobe Flash Player 9 or later to be installed on your computer. You can download the Flash Player from http://get.adobe.com/flashplayer/
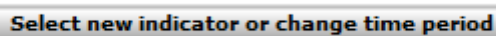
InfoBase Interactive Mapping

InfoBase displays data in a simple format that lets you view data as:

- A standard data table.
- A colour coded map of Wales.
- A colour coded chart of the values across the areas.

Using the system

To start using the system click the indicator button:

> **Select new indicator or change time period**

You will see a list of the available indicators. Select the indicator and the year that you are interested in and the display will update.

For each of the variables, the range of values across Wales is split into intervals, each with a corresponding shade of blue - see the category legend. The map is colour coded according to which category of the range each area falls into.

To clear your selections and start again, right click and select 'clear selection'.

Highlighting and selecting areas

To help you analyse and compare, the system lets you highlight one or more areas across all chart types.

To highlight an area just hover over it in either the data table, map or bar chart and click to select the chosen area(s). To select another area to compare follow the same procedure but hold down Ctrl key.

To highlight all areas in a specific category of the range, hover over the legend's colour indicator. All the areas under this indicator will then turn orange, when you move the mouse away this will disappear.

Data Table

The data table lists each area that has data for the indicator you have selected. You can change the appearance of the data table in the following ways:

Sort columns:
Click a column header to sort the table (ascending/descending) according to the values in that column. The areas will sort alphabetically and the domain values numerically.

Adjust column width:
Hover over the divider between the column headers and lateral arrows will appear. Click and drag the divider to adjust the columns' width.

Select features:
Click the name of an area to select their information. The area you select will be shaded orange.

	Local Authority	Indicator
Isle of Anglesey		66,800
Gwynedd		113,300
Conwy		106,200
Denbighshire		92,400
Flintshire		146,000
Wrexham		126,000
Powys		127,300
Ceredigion		74,700
Pembrokeshire		114,100
Carmarthenshire		172,100
Swansea		217,500
Neath Port Talbot		132,000
Bridgend		129,100
The Vale of Glamorgan		119,200
Rhondda Cynon Taf		224,200
Merthyr Tydfil		53,200
Caerphilly		165,100
Blaenau Gwent		66,800
Torfaen		87,200
Monmouthshire		84,200
Newport		135,300
Cardiff		309,300

Hold the "Ctrl" key to select multiple areas

Geography metadata:

Click on this icon to see metadata for the area type.

Zoom to area:

Click on this icon to make the map zoom in to this area.

Map

The map displays each area in Wales, colour coded according to which category the indicator value falls into.

To view the name and value of a particular area:
Hover over the area in the map.
Click in the map area/areas to select the information for the area.

The map toolbar performs the following functions:

Zoom

Return to original view
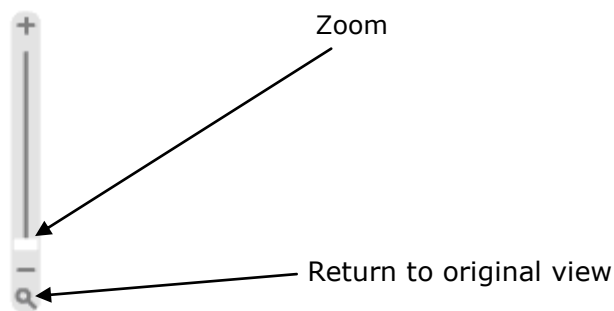
Map layers

This lets you choose the boundaries that are displayed on the map for reference. Clicking on the map layer will activate it and clicking again will turn it off. Background mapping is also available. This will give the map spatial context by adding towns, roads and other features.
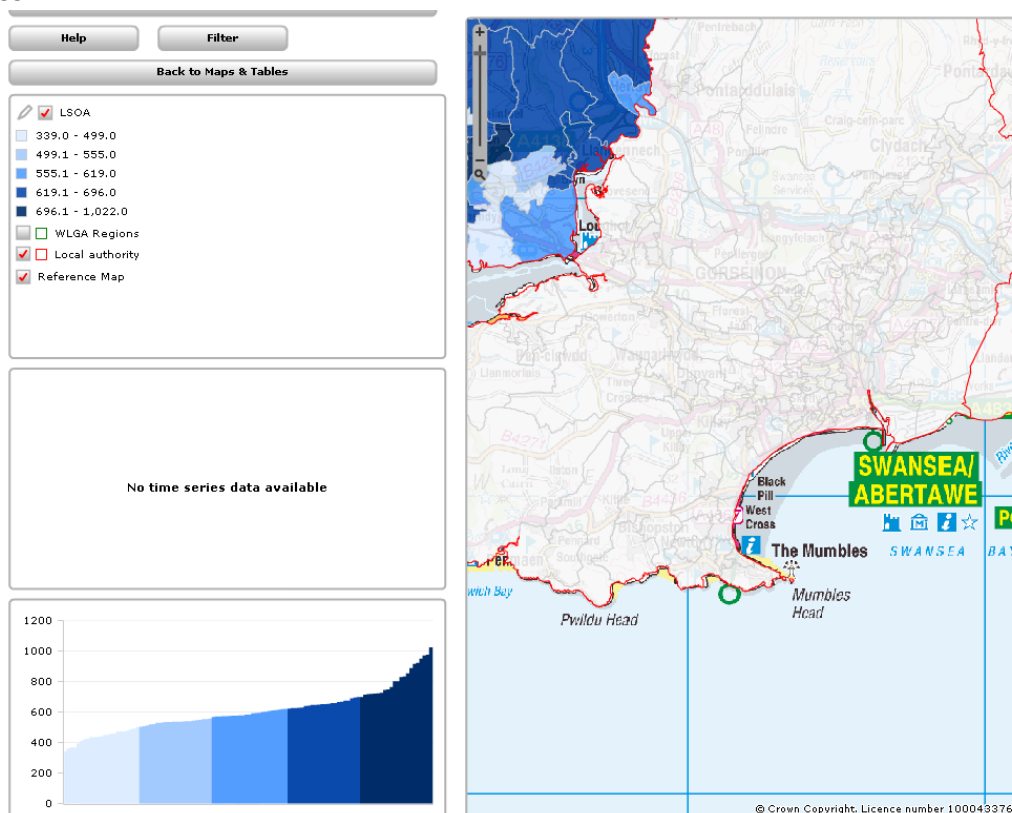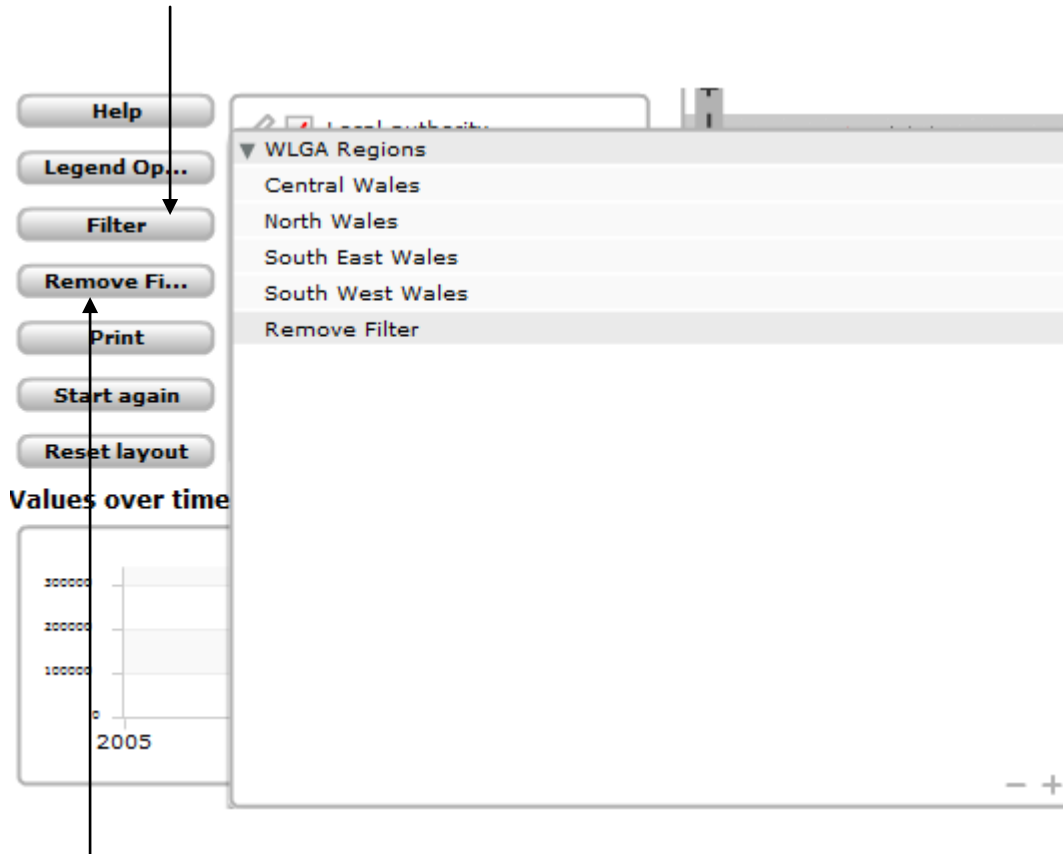
Filter

This menu lets you select only the areas that are contained within the filter area. This
will be reflected in the map, data table and domain table.
Click on a filter area to turn this feature on. There is also a remove filter option to clear
any selection.

Filter to an area:
Click on this icon to filter the data table and map.

Remove Filter:
Click on this icon to remove the filter for the data table and map

Values for all areas chart

The values between areas chart contains a bar for each area that has supplied data for
the selected data item. The bars are displayed in ascending order and shaded according
to the value's corresponding category in the legend.

To display the name of the area and their value simply hover over the bar. Click on a
bar/bars to select an area/areas. A selected area will be shaded orange.
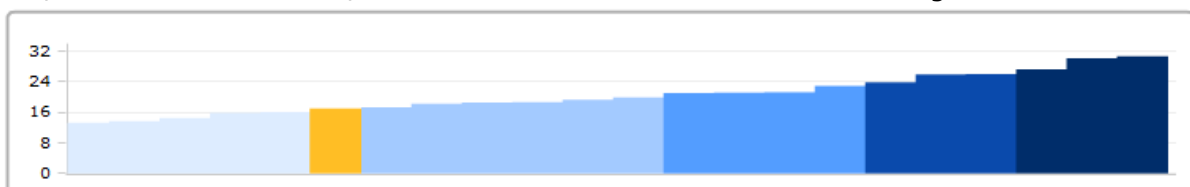
Values over time chart

The values over time chart shows the selected area/areas values over the last 4 years (where data exists) for that data item.

To view the name of the area and their value for a given year, hover over the year in question's 'point'.
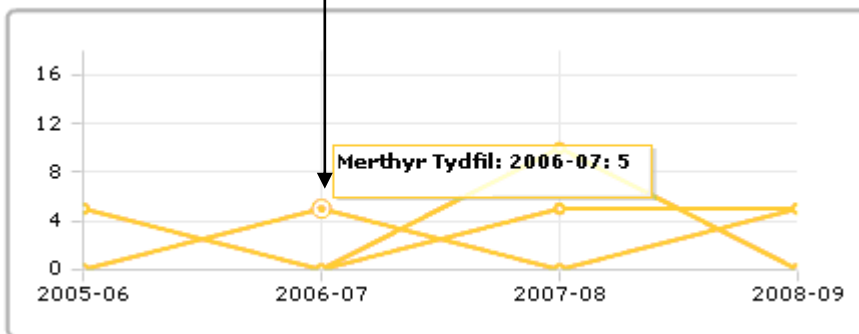
Legend settings

The legend settings allow the user to change the layout of the atlas. In this option they can change of the colour of the map, decide how many number of classes they want and decide the transparency of map. The transparency setting is a good option if you have the background map selected.
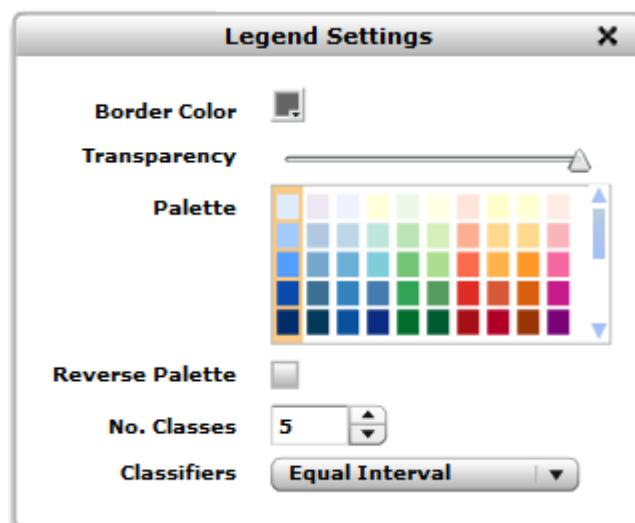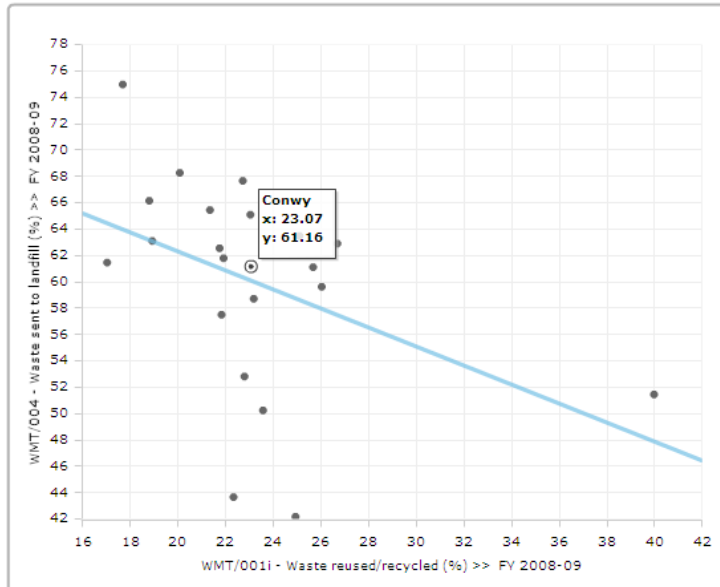
Scatter plot

Scatter plots are available in double maps.

By selecting the two indicators that you would like to view, you populate the scatter plot with the values for both indicators for all areas.

	Local Authority	Top Map	Bottom Map
🔍	Isle of Anglesey	22.8	52.81
🔍	Gwynedd	18.92	63.09
🔍	Conwy	23.07	61.16
🔍	Denbighshire	18.8	66.16
🔍	Flintshire	21.83	57.51
🔍	Wrexham	21.75	62.55

- = no value, * = undisclosed data

For example the above scatter plot is displaying the indicators WMT/001i – Waste reused/recycled (%) on the horizontal x-axis, against WMT/004 – Waste sent to landfill (%) on the vertical y-axis.

To view the name of the area and the values for both indicators, hover over the specific 'point', e.g. Conwy in the above example.

The blue line shows the general correlation (relationship) between the two indicators.

Multi-indicator table

Multi indicator tables are available in performance maps.

This table displays all indicators for the selected authority. Select a specific local authority by clicking on it in the map or table, then click on

Multi-Indicator Table   to activate the multi-indicator table.

Indicator	PI Value	Performance	
▼ Corporate Health			
CHR/001 - LA Employees leaving (%)	6.18	3.56	23.58
CHR/002 - Sickness absence - average working days/shif...	11.7	8.9	13.5
CHR/004 - LA Minority ethnic employees (%)	0.47	0.03	4.26
CHR/005 - LA Disabled employees (%)	1.42	0.18	3.32
CFH/006 - Undisputed invoices paid in 30 days (%)	87.9	70.6	97.4
CFH/007 - Council tax received (%)	97.06	94.39	98.28
CFH/008 - Non-domestic rates received (%)	97.83	92.16	98.84
CAM/001ai - Buildings in good condition (%)	8.4	1.3	43.8
CAM/001aii - Buildings in satisfactory condition (%)	64.9	21.2	83.6
CAM/001aiii - Buildings in poor condition (%)	25.1	3.5	60
CAM/001aiv - Buildings in bad condition (%)	1.6	0	26.5
CAM/001bi - Building maintenance that is urgent (%)	0	0	37.2
CAM/001bii - Building maintenance that is essential (%)	59.4	15.8	73.9
CAM/001biii - Building maintenance that is desirable (%)	40.5	19.9	77.8
▼ Education			
EDU/002i - School leavers with no qualifications (%)	1.4	0.1	3.2
EDU/002ii - Looked after school leavers with no qualificati...	36.8	0	50
EDU/003 - Pupils achieving the KS2 CSI (%)	73.3	69.4	79.7
EDU/004 - Pupils achieving the KS3 CSI (%)	61.9	47.3	66.7
EDU/006i - Pupils receiving a teacher assessment in Wel...	48.7	2.5	99.8

■ Carmarthenshire
Range Min - Lower Quartile ■   Lower Quartile - Median ■   Median - Upper Quartile ■   Upper Quartile - Range Max ■

The indicator values for the authority are displayed as a horizontal bar overlaid on top of a coloured range. The coloured range represents the individual quartiles. The numbers at each end of the coloured range represent the minimum and maximum values for that indicator for all authorities.

The legend at the bottom of the table shows the name of the authority selected, and also explains the colours that represent each quartile.

By clicking on an indicator in the table, the map, values over time and values for all areas charts will change to represent the indicator selected.

Printing Reports

You can customise the display's content and layout before printing. You can delete, resize and move each component (table, chart, map, etc) within the display. Hovering over the top right hand corner of each component displays a tool bar with the following buttons:

✕	Removes the component
▢	Resizes the component to fill the window
☰	Click on this symbol to drag the component to a new position

To reset to the original layout right click and select 'Reset Layout'.

To print the display as it appears on screen right click and select 'print preview'. Within print preview you can print either the full InfoBase dynamic report or individual components of the report. You may also hide buttons, images and the background.
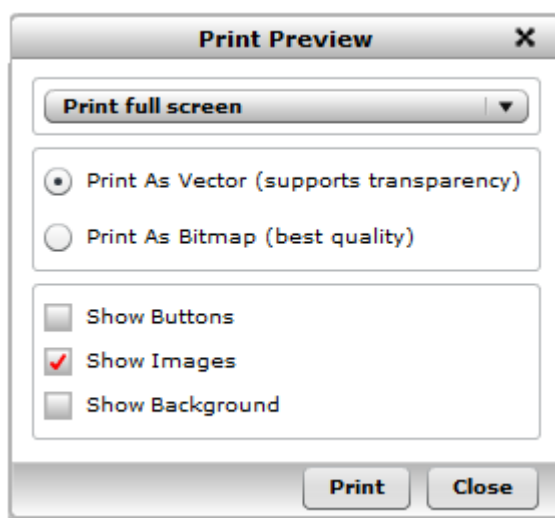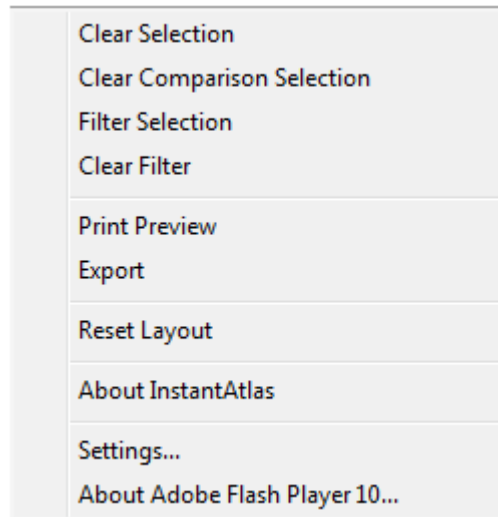

You can also decide if you want to print the dynamic report in Vector or Bitmap format. If you want any layers to be somewhat transparent then you should choose to print in Vector format. If you do not require the transparency of any layers then you may choose the Bitmap format which is the best quality option.

In the same way by right clicking you can choose to export either the full InfoBase dynamic report or individual components of the report. You may also hide buttons, images and the background.

Right Click Options

By right clicking anywhere on this screen you get more options to choose from. Some of these options are already on the screen as buttons.

Clear Selection
Clear Comparison Selection
Filter Selection
Clear Filter

Print Preview
Export

Reset Layout

About InstantAtlas

Settings...
About Adobe Flash Player 10...

Export

The export option allows you to export what you have on the screen into either as JPEG or as a PNG. There is a drop down option that allows the user to decide what they exactly want to download.

Export Options ✕

Export full screen ▼

◉ Save As JPEG

◯ Save As PNG

Export   Close
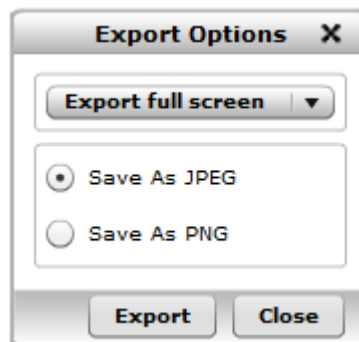
^ top ^

Tables

The table will initially show the latest data for each indicator available with that table. The data displayed can be changed using the options explained at the top of the page.

Use these options to:

- add all data;
- latest dates only;
- selected dates;
- associates (the data used to calculate the indicator); or
- reset the table.

You can sort the table by clicking on a column heading. You can remove indicators from the table by clicking the cross icon.

Comparison areas will be displayed at the foot of the table.

You can export the table in CSV, XML or Excel formats using the icons directly above the table. Click the email icon to send an email with a link to the page you are viewing.

Click the Print icon at the top of the page to print the table. If maps are available for the table, you can go directly to the map using the icon at the top of the page.

Search

You can explore the contents of the system and locate data of interest using simple search tools by typing in a search term. The results of the search will be displayed under a series of tabs: Maps and Tables, Geographies, Indicators, Reports and Publications.

Click the tab of interest to see the results of the search. Use the options below the list to specify the number of items to display and the next and back buttons to navigate the list. Then click a subject of interest. For each item you can view the metadata.

Publications

- By Theme: click the '+' symbols to expand the available themes. Then click a publication of interest.
- As List: use the options below the list to specify the number of items to display and the next and back buttons to navigate the list. Then click a publication of interest.
- Search: type in a search term and click search. Use the options below the list to specify the number of items to display and the next and back buttons to navigate the list. Then click a publication of interest.

Links

Here you will find links to useful external websites. We are not responsible for the content or reliability of the linked web sites and do not necessarily endorse the views expressed within them. Listing should not be taken as endorsement of any kind.

Where's my postcode?

Where's my postcode gives information on the administrative and statistical geographies linked to a given postcode. You can use the 'Local area name' to view reports, maps and tables throughout the system.

Data Release Schedule

Details all datasets according to the month they are expected to be updated by the source. The Local Government Data Unit ~ Wales will update all datasets within five days of release at source. The release schedule is based to the best of our knowledge on the release date at source. Delays to the datasets being released at source will cause delays in the data appearing on InfoBase.

Members' area

It is not necessary to log-in to InfoBase to view maps, tables and charts. However, where data or information is not available to the general public, it will be held behind a password in the members' area.

Further help

If you need further assistance or have any other question please use the feedback functionality http://www.infobasecymru.net/IAS/feedback