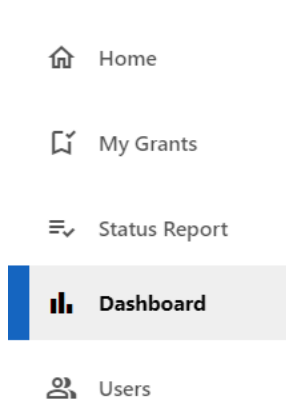# PREP Dashboard Quick Start Guide

Accessing the Dashboard

### Logging in

The PREP Dashboard is available through the PREP Performance Measures Portal at https://portal.prepeval.acf.hhs.gov/. More information on how to log into the portal is available through the PREP Portal User Guide.

Selecting a dashboard view

To navigate to the dashboard, select Dashboard from the left-hand panel of the portal.

Select the specific dashboard to view from the list of options. The available dashboard views will change over time and are dependent upon the user type. As of June 2024, two dashboard views are available to grant recipient users: Grant Profile and Provider Comparison. Federal ACF staff users have access to an additional dashboard view: Grant Comparison.
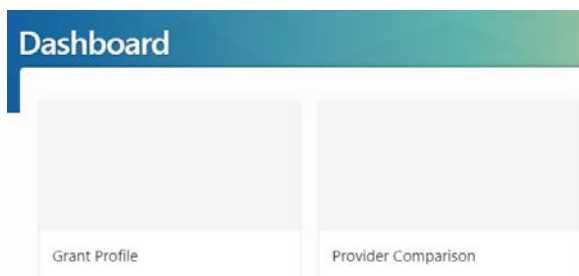

Selecting one of the available options will bring you to the specified dashboard view. To navigate to other views, you can return to the dashboard home page by (1) reselecting Dashboard from the left-hand panel, (2) clicking the X on the top right corner of the current viewing pane, or (3) clicking the back arrow on the top left corner of the dashboard view page.
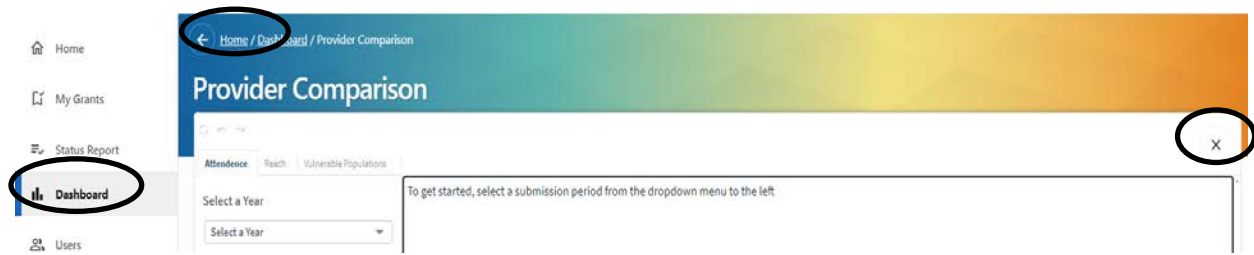
Using the Dashboard

Filtering

Use the drop-down menu to select from the filter options. For some filters, only one option may be selected at a time. For other filters, multiple options are available.
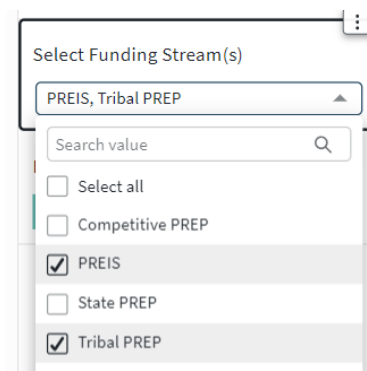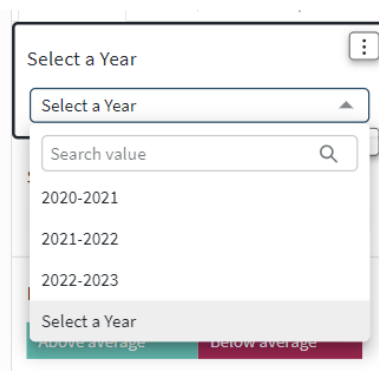
Filter options may be preselected, based on user type or available data. For example, the Grant filter will be preselected for grant users.

Expanding or minimizing the viewable window

Click the maximize icon (shown at right) located on the top right of each display to expand the window. To minimize the expanded view, click the icon again.


Exporting to a CSV or Excel file

The underlying data for any visual can be downloaded as a CSV file by first clicking on the visual and then clicking on the options icon (shown at right) that appears at the upper right of the visual. Excel exports are only available for tables that appear in the dashboard.

Sorting

For dashboard views presented in a tabular format, such as the comparison view, you can choose the metrics you would like to sort by. Click on the column name and select either ascending or descending order (shown at right). Categorical fields can be sorted similarly from A to Z or Z to A.

MATHEMATICA®
Progress Together
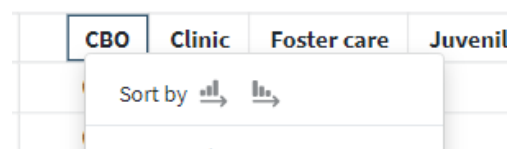
Data bars for comparison views

Data bars are included in tables to visualize proportions and make it easier to see trends and make comparisons.

In tables that display measures composed of a single variable, such as Attendance, data bars are used to show the difference above or below an overall average for that measure (see Comparing to the Average section below). In tables that display measures composed of multiple variables, such as Reach, data bars show the values for each variable on a scale within columns. The exact length of a bar representing 100 percent may vary because each column's bars are set to their own scale, based on the full range of values for that column.
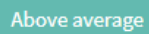

During school

	66.1%
	16.7%
	100.0%

Comparing to the average

On the Attendance tab in both the Provider and Grant Comparison dashboard views, a column displays the percentage point difference between the grant or provider listed for that row and the average across all displayed rows. Green bars indicate that the grant or provider is above the average for this measure and red bars indicate that the grant or provider is below the average.

>75% Attendance	Difference from average[1]
76.0%	3.2%
75.3%	2.5%
73.9%	1.1%
73.5%	0.7%
72.0%	-0.8%
71.6%	-1.2%
71.5%	-1.3%
70.7%	-2.1%

Legend

Above average	Below average

[1] Average is calculated across displayed grants

Understanding missing data

Data will only display if submitted for the specific performance measure for the grant and/or provider and period selected.

Additional information about the Personal Responsibility Education Program (PREP) performance measures is available at https://prepeval.acf.hhs.gov.
For further support, contact the Mathematica PREP Performance Measures technical assistance team at PREPPerformanceMeasures@mathematica-mpr.com or call toll-free 1-855-267-6270.

Mathematica
Progress Together