

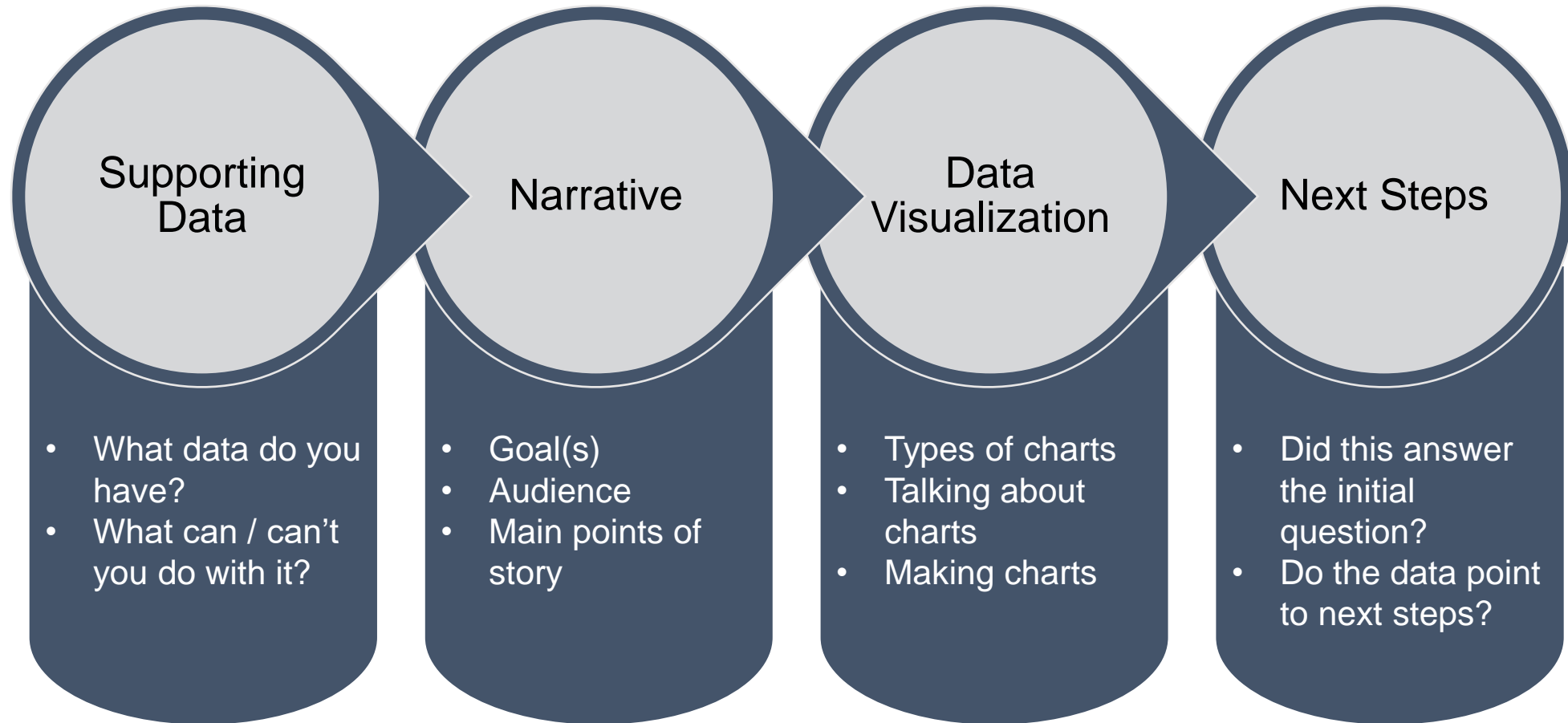


Storytelling and Report Making with Data

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October 2024

Objectives

- Use Excel to organize data
- Create charts, tables, and graphs to summarize data
- Tell a story using data visuals to clearly communicate data summaries



Supporting Data

- What data are you working with?
 - Participant data
 - Court records
- How much data do you have?
 - 1 year
 - 10 years
- What can / can't you do with this data?

Supporting Data – Example Data

- Example data format:
 - One participant per line
 - No missing data (i.e., all cells are filled in)
- What kinds of questions can we answer with this data?
 - What data do we have?
 - How far back does our data go?

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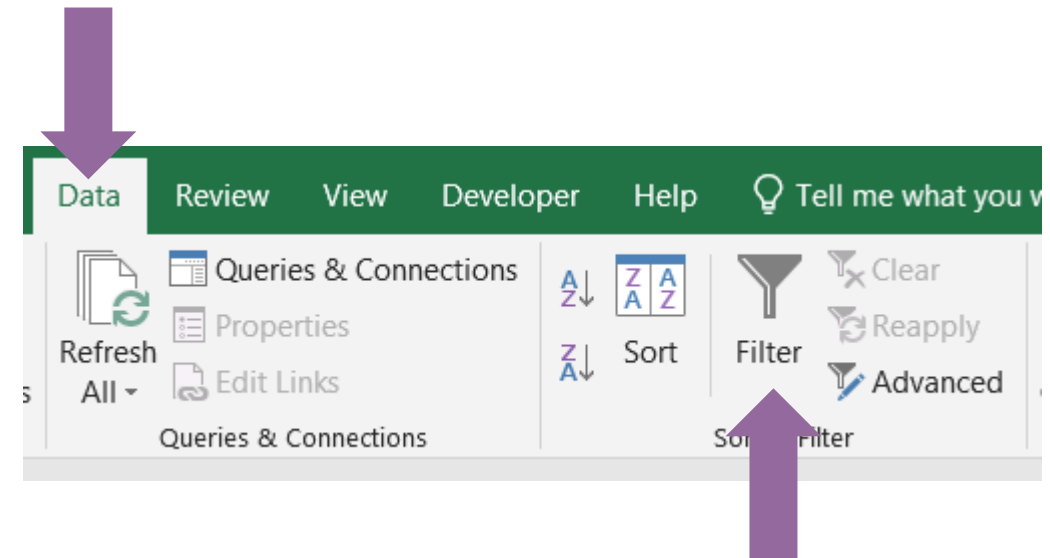
	A	B	C	D	E
1	Community Court	Today:	10/14/2024		
2	Name	Status	Case Number	Age at Referral	Race
3	Type Entry	Select One	Type Entry	Formula	Multi-Select
4	Participant 1	Closed	311485	45	White
5	Participant 10	Active	189276	41	White

- 1. Right Click
- 2. Select “Copy”
- 3. Open new sheet
- 4. Paste “transpose”

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- Practice Sorting & Filtering Data

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- Practice Sorting & Filtering Data
- Practice creating pivot tables with Excel
 - Change outcomes to sums, counts, averages, maximums

Supporting Data – Pivot Tables

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Create PivotTable

Choose the data that you want to analyze

- Select a table or range**
Table/Range: **Participants!\$A\$2:\$AI\$4682**
- Use an external data source
Choose Connection...
Connection name:
- Use this workbook's Data Model

Choose where you want the PivotTable report to be placed

- New Worksheet**
- Existing Worksheet
Location:

Choose whether you want to analyze multiple tables

- Add this data to the Data Model

OK **Cancel**

File Home **Insert** Page Layout

PivotTable Recommended Table Pictures C
PivotTables
Tables

Supporting Data – Pivot Tables

Variables to select from

PivotTable F..

Choose fields to add to report:

Search

- Name
- Status
- Case Number
- Age at Referral
- Race
- Sex & Gender Identity
- Entrance Charge Arrest Date
- Charge 1
- Charge 2
- Charge 3
- Charge 4
- Referral Date
- Arrest to Referral
- Screening Date
- Referral to Screening

Ways to organize variables

Filters

Columns

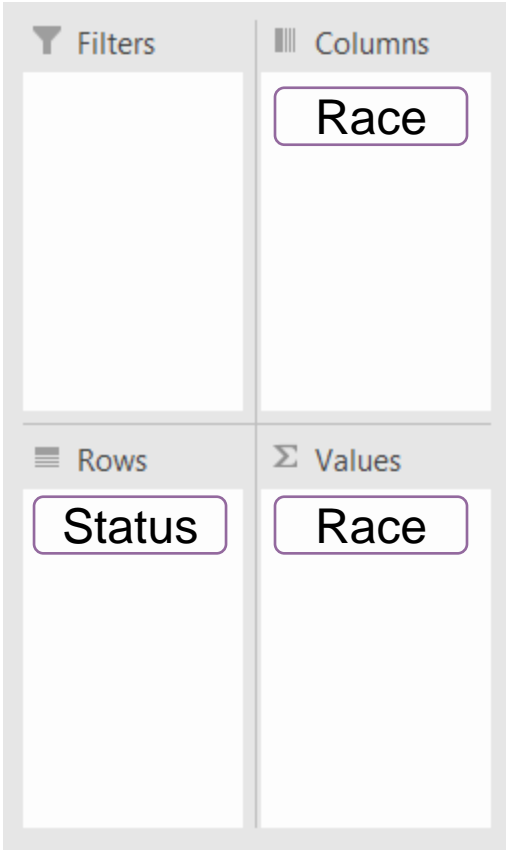
Rows

Values

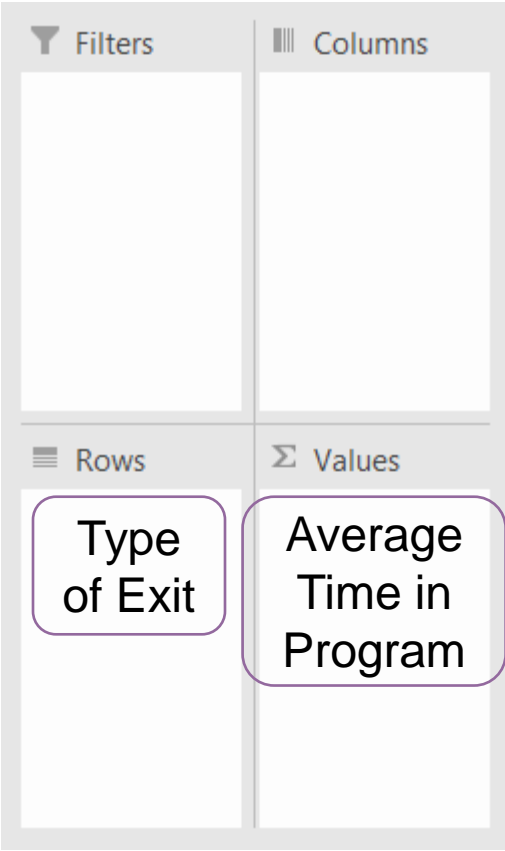
Status

Status

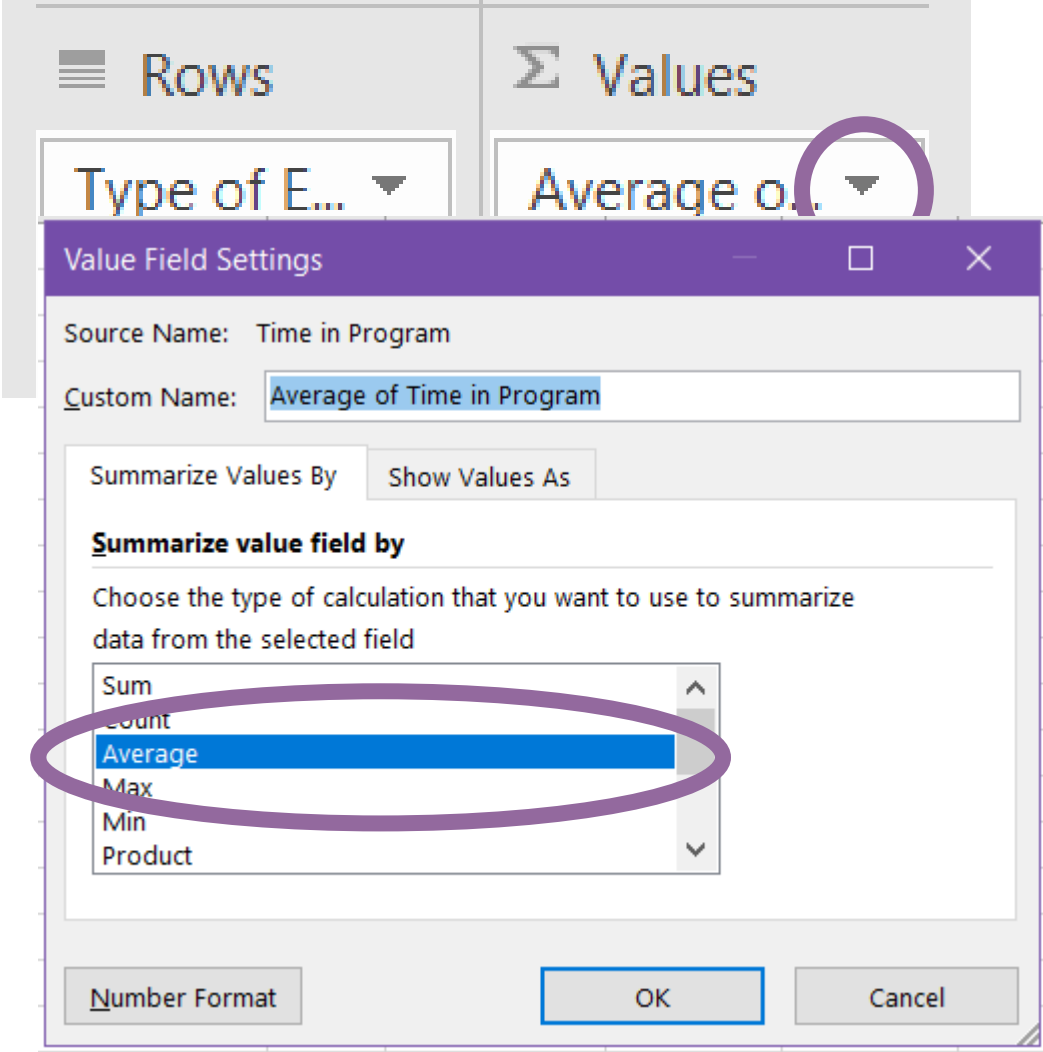
Supporting Data – Pivot Tables



A screenshot of a PivotTable layout. The 'Columns' area contains the field 'Race'. The 'Rows' area contains the field 'Status'. The 'Values' area contains the field 'Race'.



A screenshot of a PivotTable layout. The 'Rows' area contains the field 'Type of Exit'. The 'Values' area contains the field 'Average Time in Program'.



A screenshot of the 'Value Field Settings' dialog box. The 'Source Name' is 'Time in Program'. The 'Custom Name' is 'Average of Time in Program'. Under 'Summarize value field by', the 'Average' option is selected in a list. The 'OK' button is highlighted.

Narrative

- Goals

- What question do we want to answer?
- What impact do we want to have?
- What outcomes are we hoping for when we present this information?

- Example data

- Focus on program entry
- Goal is to identify strengths and challenges in program entry based on the example data

Narrative

- Audience
 - Who will take in this information?
 - How long will they have to review the information?
- Example data
 - Presenting to the team, and then an advisory board or steering committee to get help addressing the challenge areas.
 - You'll share this information at the meeting, but not before, so we want to make sure the key points are easy to identify and understand.

Narrative

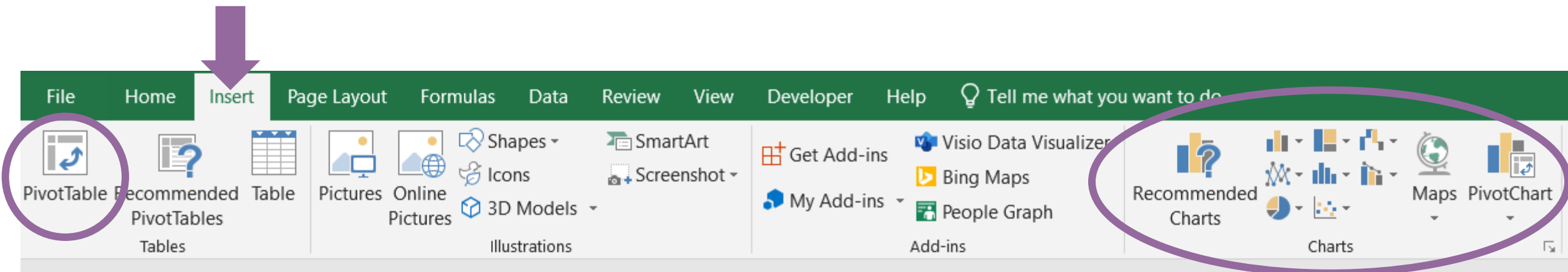
- Story
 - What is the main point(s) of this story?
 - How are these topics usually talked about?
 - How does data integrate with how people feel about the topic?
- Example data
 - What kind of information are they likely to want to know?
 - Do we have the data necessary to talk about that?
 - What can we share with the data we have?

Data Visualization

- Remember the main point(s) of the story.
- What charts highlight the main point? What charts hide the main point?
- What charts are you comfortable with talking about?
- What charts are easy to take in by the audience (remember who the audience is)?

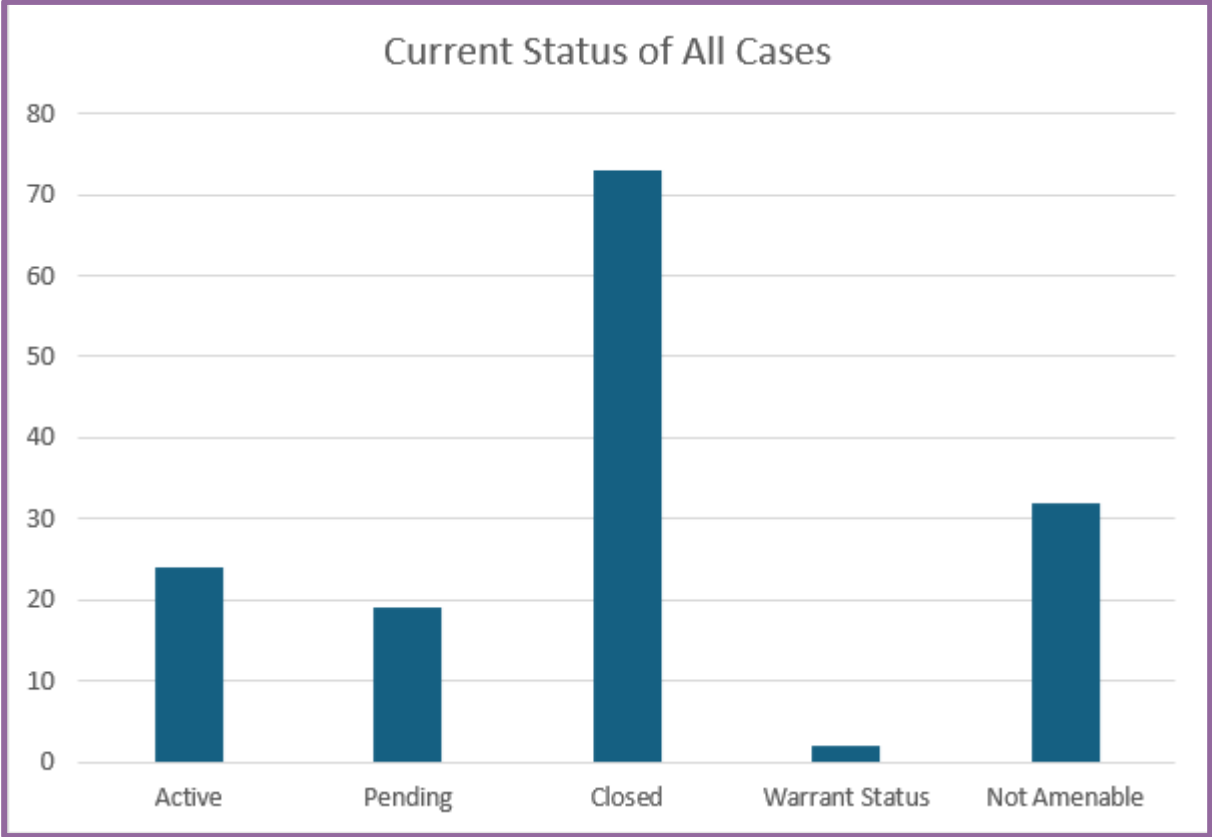
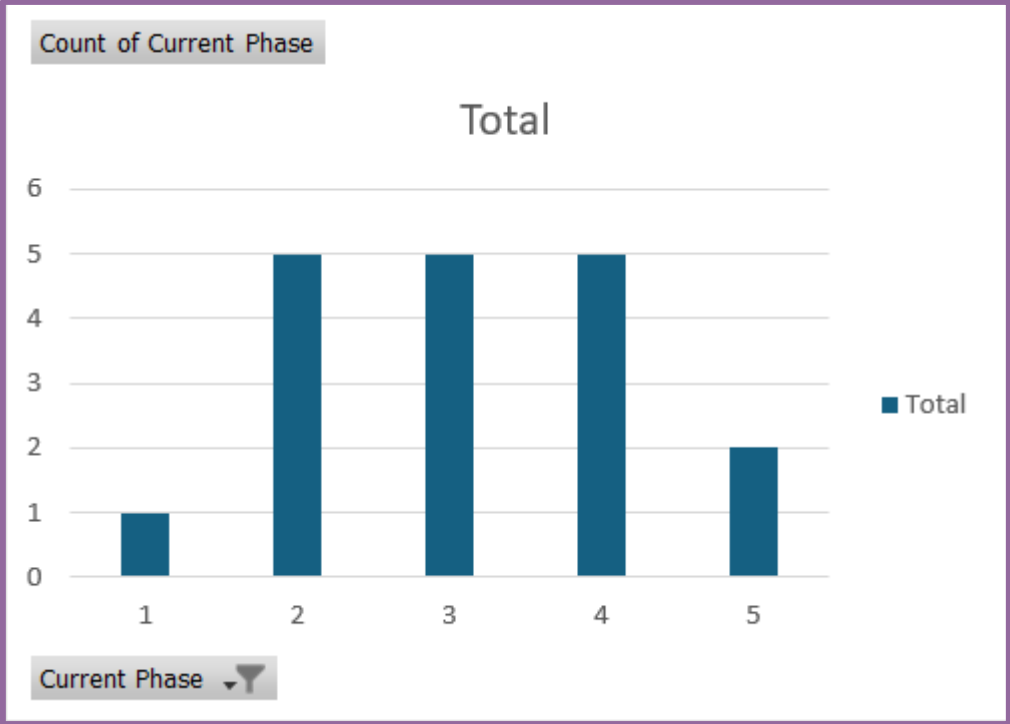
Narrative & Visualization – Example Data

- Practice
 - Pivot table to chart
 - Bar charts
 - Pie charts
 - Line charts



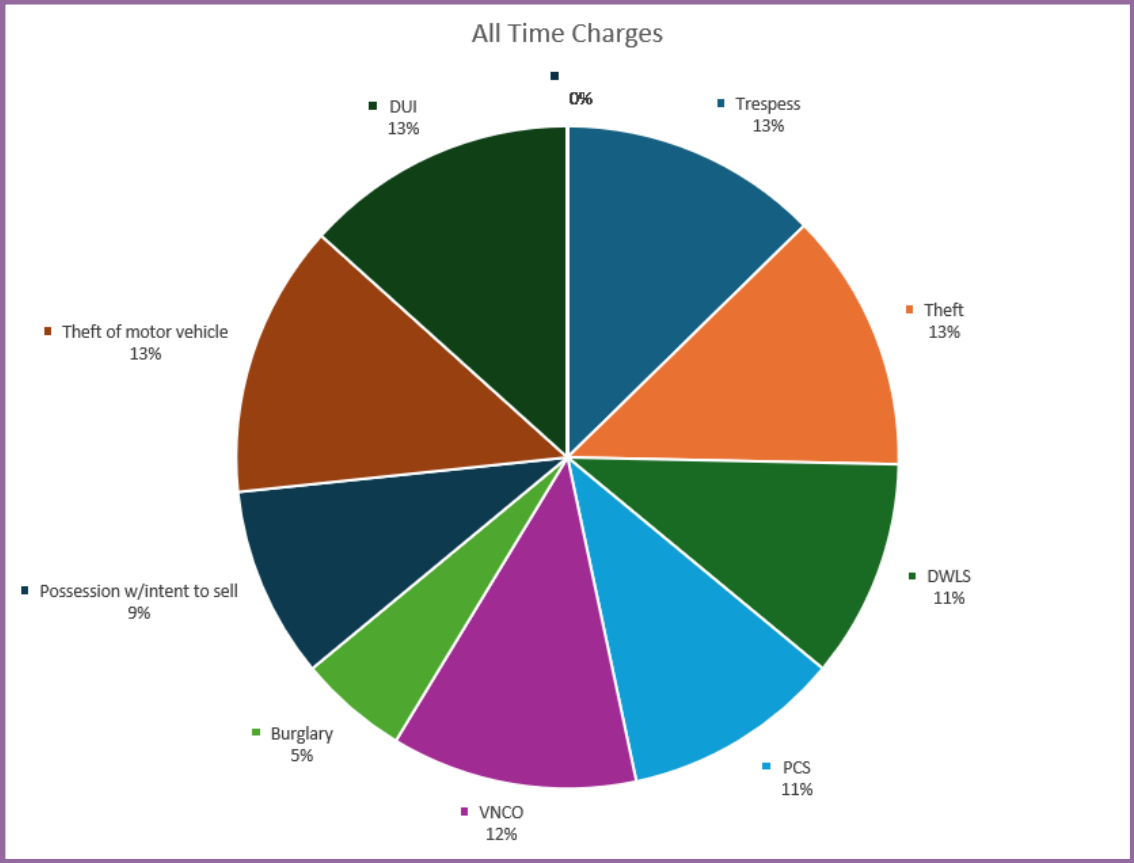
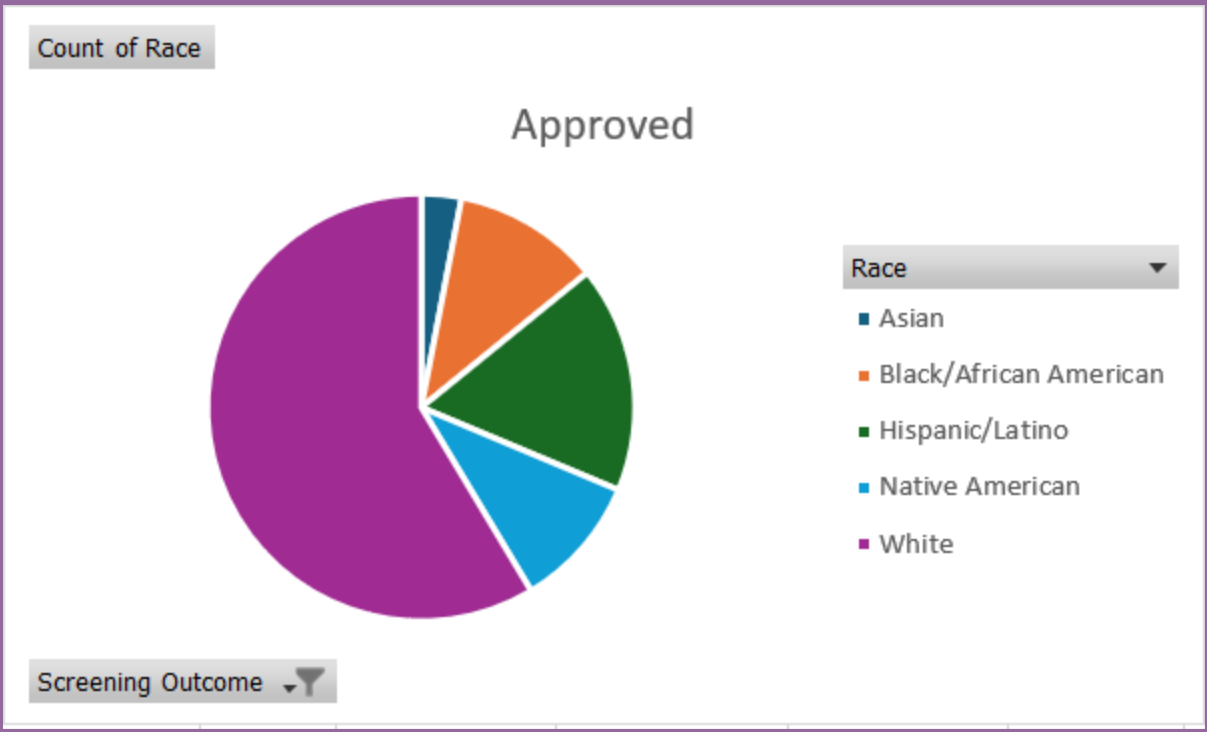
Narrative & Visualization – Example Data

- Bar charts



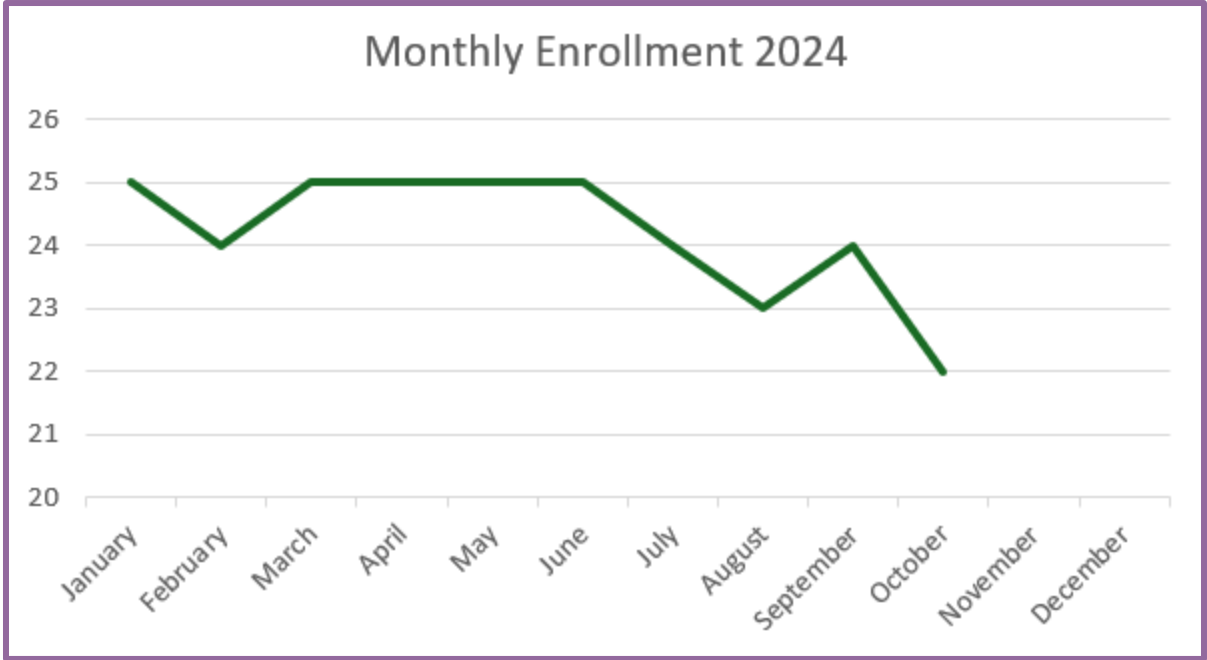
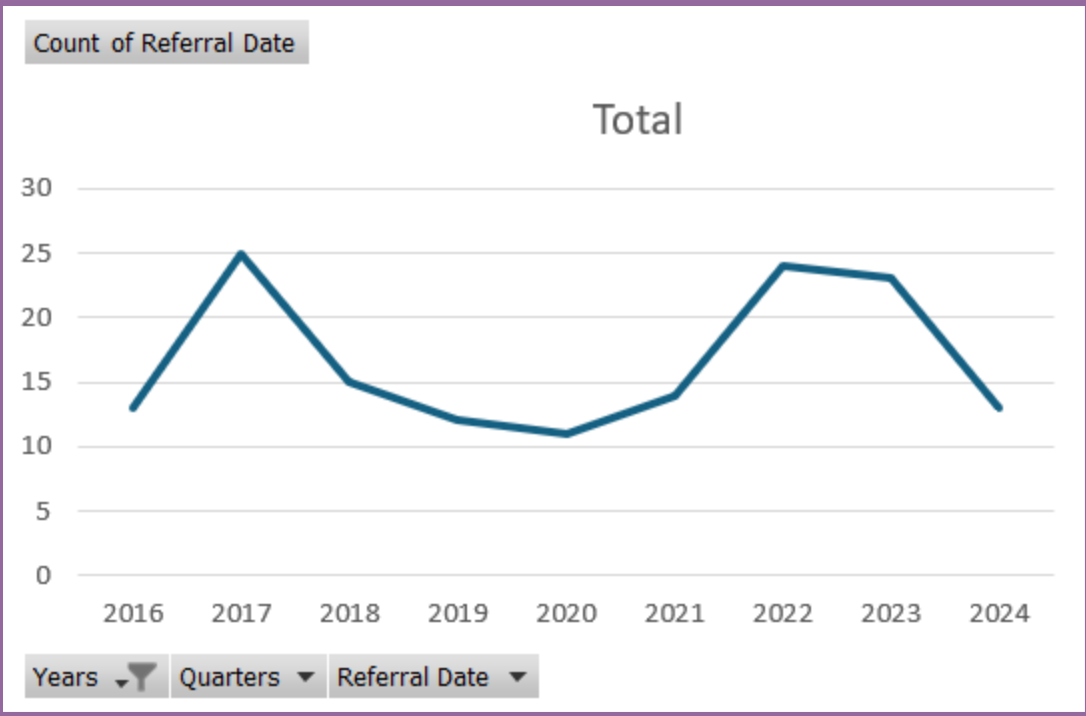
Narrative & Visualization – Example Data

- Pie charts



Narrative & Visualization – Example Data

- Line charts



Data Visualization – Example Data

- What kind of chart gets our main points across?
 - Which one immediately says to you “this is the main point?”
- Do we need multiple charts?
- Can we make them work together?
- Can we show the process?

Practice

- Pick a chart (or two or three) and place in a document.
- Add labels and descriptions.

Next Steps / Recommendations

- What impact or outcomes were you hoping for with this data?
- Does this data point to the next steps?
 - Explicitly state the next steps.

Q & A

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