Quick Start Guide
Introduction

Our Kids Network (OKN) research is used to understand and build awareness of the strengths and challenges in our community. Our research results contribute to effective planning of services and programs to improve the well-being of children, youth and families in Halton Region.

The OKN Data Portal is designed to give users access to Halton-specific data, and facilitate data-sharing and collaborative planning. The Data Portal allows you to explore, select, manipulate and extract the data and information needed.

The OKN Data Portal graphically geo-locates information from OKN research databases and Census data to help identify strengths, issues and trends in Halton neighbourhoods.
Welcome Screen

The Welcome Screen will display when the site opens. Note the eight categories or topic areas available on the right half of the window. Hover the mouse over a particular topic and text will display below providing a brief description of what is contained within that topic.

Click on a topic to begin mapping.
Map View

Generating a map

Generating a map involves 3 steps:
1) Select a **Topic** from the menu bar on the right (button); 2) Select an **Indicator** (radio button); and 3) Select a **group/category** (dropdown).

Zoom in and out using the rollerball on the mouse or with the zoom feature on the upper left hand corner.
Map View

Basic Map Features

The basic Map View includes a detailed legend and thematic controls. Use the tools to change the colour scheme (quantitative or qualitative), colour palette for the map area, number of categories and distribution (quantile vs. equal interval). Rolling your mouse over a geography (neighbourhood or census tract) will bring up a tooltip that displays data of interest. A Map Label also displays at the bottom.
Map View

Click **Add a Secondary Indicator** to include additional data for side-by-side or overlap comparison.
Adding a Secondary Indicator

Selecting a Secondary Topic

Along the right hand side of the screen, the indicator will split into Primary Indicator and Secondary Indicator sections. Select a topic Indicator and Group/Category for the secondary indicator following the same selection process for the primary indicator.
Adding a Secondary Indicator

Paired Map View

The Paired Map View gives a side-by-side view of two indicators with visual binding between each map (mouse movement on one map produces visual cues on the second).

The Legend will display the distribution breakdown for each map – left corresponding to left map, and right corresponding to right map.

Note: Pay particular attention to the Distribution selections. The options available are Quantile and Equal Interval. Quantile are the defaults. To ensure the most accurate representation, make sure both maps are distributed the same way.
Adding a Secondary Indicator

Comparison

To overlay a primary and secondary indicator in the map view, click on the Comparison radio button in the Legend.

The Legend changes when viewing as a Comparison. The user can select a unique Break Point by clicking and dragging the button on the Break Point line.
**Data Table**

Click the Data tab to view the Data Table. This table shows all related data represented on a selected map. Use the Export button to create a CSV file containing the data.
The Chart View contains a scrollable bar chart of the selected indicator. The data can be sorted by neighbourhood or numeric value by using the Sort By: dropdown menu. Sort the data by ascending or descending order.
The Graph View shows trends over time, where appropriate. Not all indicators have a Graph feature. Use the checkboxes to include or exclude a geography from the graph. Assign a colour to each geography by clicking on the colour palette icon next to the checkbox.
Map My Data

Map My Data: Create a Custom Map

Create a custom map by adding your own data

Copy data from your spreadsheet program,

then use Ctrl+v or Command+v to paste your data into QuickGeocodes.

Remember: QuickGeocodes PRO is limited to 2000 records and 50 columns of data.

Map My Data allows users to overlay their own data onto the data portal map. Click Tools and select the Map My Data radio button to begin. Copy your data from a spreadsheet and paste (ctrl + v) into the data area. Detailed instructions are provided on the right side of the screen.
Map My Data

Enter your own data

Once the data is pasted into the program, select the appropriate address columns from the dropdown boxes in the Map My Data menu on the right hand side of the screen. Select the type of icon that will geo-locate on the map (circle, diamond, triangle or cross). Assign a tooltip message that will display when the mouse hovers over the location (e.g., street address).
Click **Geocode Now** to create the custom map. The selected **Tooltip** and **Column** information displays when the mouse hovers over a location icon.
Use the **Print** button to create a paper or PDF of your map view. You can move the map and adjust zoom levels as needed from inside the print viewer. Add a title at the bottom of the box.