MLDSC Reporting and Dashboard Process – Development Workflow (Shared Governance Model)

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WEEK 1 | **WEEK 2** | **WEEK 3**

LEGAL

DLLR

MHEC

MSDE

Governance Team (Ross, Tejal, Laia, Charles, Pete)

Reporting Team

Reporting Services (or SME for Dashboard)

Dev. Team

Research Team

START HERE

1- Research agenda question selected
2- Question is interpreted
3- Preliminary discussion about how to frame up the dashboard.

Data Available? — No or not immediately / Yes

Data Available? — No or not immediately / Yes

Data Available? — No or not immediately / Yes

Prototype reviewed
Input gathered

Revisions? — No / Yes

MLDSC
Data needs
Assessed, data
Calendar

No

Was the data Ever received? — No / Yes

Bob loads
The data

Bob
receives prototype

Data in LDS database? — No / Yes

Bob builds a dataset

Batul receives information

Dashboard development by Batul following The prototype

Dashboard
Uploaded to BiTEST –
Governance notified
Via email

Review

Prototype
Updated

Revisions discussed, questions asked, and forwarded for prototype revisions

A prototype of draft table(s) and graph layouts are created

Prototype revisions made
With assistance from Executive Director

START HERE

1- Research agenda question selected
2- Question is interpreted
3- Preliminary discussion about how to frame up the report.

A prototype Of
draft tables/
graph layouts are
created

Legal Review
(48 hours)

Dashboards
reviewed
On BiTest,
Report narrative
refined

Revisions? — No / Yes

Revisions
emailed
to Pete

Researcher review

Revisions? — No / Yes

Dasbhoard Reviewed
(48 hours)

Dasbhoard Reviewed
(48 hours)

Dasbhoard Reviewed
(48 hours)

Laia, Charles, and Pete
Notify agencies
Requesting feedback

Revisions? — No / Yes

Dashboard is
Uploaded to MLDS
Test Web Site

Dashboard
Is uploaded to MLDS
Production web site

END HERE

Data Reporting Standards – Steps 1-5 Executed in Week 1

Data Reporting Standards – Step 6 is Executed in Week 2

Data Reporting Standards – Step 7 is Executed in Weeks 2 & 3