FUSD Volunteer Fingerprint Tracker Power BI Overview

This dashboard helps Fresno Unified School District staff monitor the fingerprint clearance status of volunteers across different schools. Access is granted based on school site assignment. Access to this tool has been granted to Office Managers, Office Assistants, Home School Liaisons, Vice Principals, Principals, HR Assistant Superintendents and the HR Legal and Compliance team.

1. Top Filters (Search Panel)

Use these dropdowns and search box to narrow down the volunteer data:

- **School:** Select a specific school to view its volunteers.
- **Volunteer Name:** Filter by individual volunteer.
- **Enrollment Status:** Narrow by enrollment type (if applicable).
- **Source:** Filter based on data source or submission origin.
- **Student ID (Search Box):** Enter a student ID to find associated volunteer info.
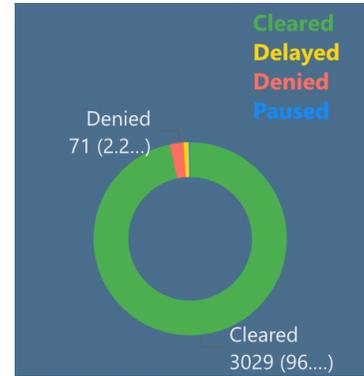

2. Main Volunteer Table (Center)

Displays detailed information about each volunteer:

- **First Name:** Volunteer's First Name
- **Last Name:** Volunteer's Last Name
- **Community Member:** Indicates if the person is a community member (Yes/No)
- **Email Address:** Contact email of the volunteer
- **Contact #:** Phone number of the volunteer
- **Determination:** FP status results of *Cleared* (green), *Delayed* (yellow), *Paused* (blue) or *Denied* (red)
- **Restrictions:** Indicates if there are any restrictions for the volunteer
- **Expiration:** Expiration date of the clearance

3. Summary Gauge & School-Level Status Bar (Left Panel)

- **Green Circle:** Proportion of **Cleared** volunteers.
- **Yellow Circle:** Proportion of **Delayed** volunteers.
- **Red Slice:** Proportion of **Denied** volunteers.
- **Total Counts (example):**
  - *Cleared:* 2,805 (95.7%)
  - *Denied:* 74 (2.5%)
- **Interactive:** Click a clearance status to filter the main table accordingly.

✅ Quick Tips

- Hover over a colored bar to see exact percentages.
- Scroll down the school list for more entries.
- Use the scroll bar in the table to view full details.
- Use filters first to make navigation faster and more focused.
- Hover over the table and click the ellipses to export the data.

✅ How to Access

- To access the Power BI, please use the tiny URL below
  - https://tinyurl.com/FingerprintPBI
- For questions about how to navigate the Power BI or for access issues, please contact Nicole.burger@fresnounified.org
- For questions about the fingerprinting process or status information seen on the Power BI, please contact fingerprinting@fresnounified.org or call 559-457-3500

✅ Data Frequency

- This Power BI is updated 3 times per day:
  - 9:00 am
  - 1:00 pm
  - 5:00 pm
- Please note, if a fingerprint clearance status is updated for a volunteer at 10:00am, that update will not be displayed in the Power BI until the 1:00pm refresh time.