

## Quick Reference for the FLHealthCHARTS Marriage Query System



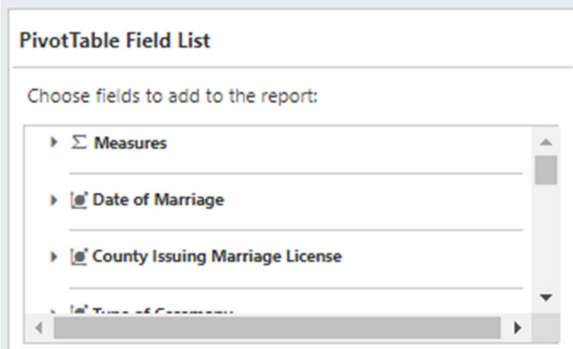
This overview of the FLHealthCHARTS.com Marriage Query System includes the basic functions of the application and frequently asked questions. The system is best viewed in the Chrome browser. An accompanying document, the Marriage Query System Data Dictionary, describes each variable in detail.

1. Provisional Marriage data is updated every day at approximate 5:00 a.m. Once final data is posted, it does not change.
2. In this system, if there are no values for the variable selected, then no data will be displayed.
3. Where row, column and filter variables appear to be duplicated, they actually reflect data from each of the spouse fields on the record.

The screenshot shows the FLHealthCHARTS - Marriage Count Query System interface. The interface includes a navigation bar with the Florida Health logo (1), a search bar, and links for 'Go To Marriage Rate', 'Ask a Question', 'Data Dictionary', and 'Help'. Below the navigation bar, there are sections for 'Standard Reports' (2) with a dropdown menu showing 'Marriages by Year', 'Your Saved Reports' (3) with a dropdown menu, and 'Manage Reports' with 'Save', 'Save As', and 'Delete' buttons, along with a 'Log In/Sign Up' link and 'Print/Export' options. The main content area is divided into a 'PivotTable Field List' (4) on the left, a 'Drag fields between areas below' section (5) with 'Filters', 'Columns', 'Rows', and 'Values' panes, and a 'Number of Marriages by Year' table (6) on the right. The table shows data from 2004 to 2019. At the bottom, there is a 'Data Note(s)' (8) section with a note: 'In this system, if there are no values for the field selected, it will not be displayed.' A 'Defer Layout Update' checkbox (7) and an 'Update' button are also visible.

Year	Number of Marriages
2019	151,766
2018	156,168
2017	163,746
2016	167,416
2015	166,921
2014	145,250
2013	137,127
2012	140,467
2011	140,900
2010	137,250
2009	139,127
2008	147,888
2007	155,998
2006	158,167
2005	158,192
2004	154,453

## Functions and Features of the Marriage Query System

<p><b>1 Logo</b></p> <ul style="list-style-type: none"><li>▶ <a href="#">Go to Marriage Rate/Count</a></li><li>▶ <a href="#">Ask a Question</a></li><li>▶ <a href="#">Data Dictionary</a></li><li>▶ <a href="#">Help</a></li></ul>	<p>Click the logo to go back to the FLHealthCHARTS landing page.</p> <p>Use this button to switch between the Marriage Count and Rate query systems</p> <p>Send us questions about the system.</p> <p>Learn about the data, its source, and other interpretative information.</p> <p>Learn how to use this query system with a PDF guide.</p>
<p><b>2 Standard Reports</b></p>	<p>Commonly requested reports are available by clicking the report title in this dropdown menu. Click the report you want, and it will be displayed. If you want to build your own report, these standard reports provide a great starting point.</p>
<p><b>3 Your Saved Reports</b></p> <ul style="list-style-type: none"><li>▶ <a href="#">Manage Reports</a> Save, Save as, and Delete</li><li>▶ <a href="#">Login/Sign Up</a></li><li>▶ <a href="#">Print/Export</a></li></ul>	<p>If you register as a CHARTS User, you can create and save your own reports. They will be displayed here. The report specifications, not the data, is saved. So if you retrieve a report that uses provisional data, the latest data will appear the next time you open it.</p> <ul style="list-style-type: none"><li>• Save: <i>Save</i> overwrites changes to an existing report.</li><li>• Save As: <i>Save As</i> lets you save a report and name it.</li><li>• Delete: <i>Delete</i> removes the selected report.</li></ul> <p>Login as a CHARTS User to name reports and save them for use again later.</p> <p>Export the data in your report to excel. From excel, you can also print it.</p>
<p><b>4 Pivot Table Field List</b></p>	<p>What do you want to measure? Select the measure of interest in this section.</p> <p>Use the triangle symbol  next to the  to expand the selections. By default, the measure is set to the number of marriages.</p> <p>For a measure to become 'active', expand the list, then click in the box. Your selections are displayed in the data table. Definitions are provided in the Data Dictionary.</p> 
<p><b>5 Drag fields between areas below</b></p>	<p>Now, learn more about your measure using the interactive features of the application to select fields. Select a standard report and observe what is displayed in the filters, columns, rows, values squares (section 5) and in the blue area of the report itself (section 6).</p> <ul style="list-style-type: none"><li>• The first row in the report is for filters – you can have up to 5 selections here.</li><li>• The second row of the report shows the measure and the column variables – you can have up to 3 column variables.</li></ul>

- The third row of the report shows the rows – you can have up to 3 row variables.

**Drag fields between areas below, continued...**

5

Here are ways to make changes to the selections:

1. In the blue section of the report, you can remove, select or move fields.
  - a. Click the X to remove a field
  - b. Click the funnel icon to make a finer selection – for example, as a filter, Year can be expanded to include multiple or single years of data. In this example, date of marriage is filtered to = 2019.
  - c. Click and drag from one section to another – for example, click on the year filter field and move it to the column or row section.

County Issuing Marriage License	Number of Marriages
Alachua	1,667
Baker	234
Bay	2,207
Bradford	150
Brevard	4,577
Broward	14,202
Calhoun	90
Charlotte	1,025
Citrus	787
Clay	1,343
Collier	2,855
Columbia	531
Miami-Dade	21,028
Desoto	174
Dixie	74
Duval	6,047

2. Use the ‘Drag fields between areas’ function:

- a. Click on a filter, column or row and move it to another area.
  - b. You can also drag and drop the variable from this section of the report into the blue section of the report.
3. Use the ‘Pivot Table Field List’ to select other variables for your report by clicking the small triangle to open the selection and then checking the box that appears. Your report will automatically include the selected

variable. You can move it to another location such as row, column, or filter. You can also drag and drop the variable from this section of the report into the blue section of the report.



## 6 Report Results

Your report is presented in a data table. You can see at a glance which items are selected by looking at the boxes at the top of the table. You can easily change selections using the table itself and clicking the X to remove that item or the filter to see specific information. Expanding the view of data using the triangle symbol shows more detail for that group.

Number of Marriages by County Issuing Marriage License by Date of Marriage

Drag field here

Number of Ma... X Measures X Date of Marriage Y X

Number of Marriages

Calendar 2019

County Issuing Marriage License Y X

County Issuing Marriage License	Number of Marriages					
	Quarter 1, 2019	Quarter 2, 2019			Quarter 3, 2019	
		April 2019	May 2019	June 2019	Total	July 2019
Alachua	386	161	135	162	458	127
Baker	50	26	18	26	70	16
Bay	355	139	234	254	627	234
Bradford	35	19	7	12	38	12
Brevard	1,131	417	441	381	1,239	344
Broward	3,553	1,168	1,233	1,182	3,583	1,142
Calhoun	19	8	5	8	21	8
Charlotte	265	108	99	75	282	68
Citrus	192	73	82	54	209	54
Clay	353	112	127	130	369	85
Collier	628	270	470	228	968	169
Columbia	120	43	60	46	149	25
Miami-Dade	5,166	1,764	1,856	1,740	5,360	1,845

- For example, clicking ► will show detail for Quarter 1 (in the example, Quarter 2 is expanded). Click again on the ▼ to contract it.

## 7 Defer Layout Update

Defer Layout Update lets you make multiple selections before the data is displayed or refreshed.


- This feature is best used when you have large amounts of data that will be generated.
- When selected, EVERY TIME YOU MAKE A CHANGE, you must click “submit” for the data to be refreshed on your screen.

## 8 Data Notes

This section gives additional, general information about the data including when the provisional data is updated.

## Frequently Asked Questions:


### How do I get data only for my county?

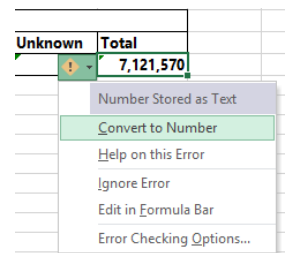
Select a standard report that uses county, for example, [Marriages by Month of Marriage by County Issuing Marriage License](#). In the data table, click the filter icon  for COUNTY ISSUING MARRIAGE LICENSE. You will see all counties displayed. Uncheck the  (Select All) . Now select only the county or counties that you want by clicking their selection boxes and click “OK” at the bottom of the listing. Your new report will show up in the table.

### How do I get a state total without seeing all counties?

Although there is a total at the end of all rows, here is an example of a report without county data along with an example of simplifying it that will show the state total. Select this standard report: [Marriages by Issuing County](#). In the left section where it says “Drag fields between areas below”, click and drag “County Issuing Marriage License.” from the ROWS into the gray section of the FILTERS box. Now the state total is shown in the report. Another way to do this is to look at the report itself and click the X to remove “County Issuing Marriage License”.

### How can I format the data in my excel export as numbers?

Initially, the cells in the excel export are NOT numbers. This is so the report can have titles, column and row headings. To convert the data to numbers, select a cell or range of cells, and *right click* on the exclamation icon.  Then select ‘convert to number’. The green triangles in the cells will disappear and your data is reformatted into numbers.



### My table is blank!

A blank table means your selections resulted in no data. For If this happens, there is no data for your selections. For example, you may have removed the measure, or you may have removed all selections from a row, column or filter area. If this is the case, add some selections. Another reason may be that, given the combination of factors you have selected, there were no occurrences. If your age range is small, the number of years is small, or the geography (county, city, zip, census tract) is a small area, then it is possible there were not any of the events you selected. Try expanding the selection criteria to obtain results.