

Frequently Asked Questions

Course Title: Designing Effective Dashboards for Decision Support

Course #: 4617

Duration: 1 Day

Delivery Method: Instructor-led online (synchronous)

Alternative Delivery Methods: Instructor-led live classroom

1. What business or organizational need does this course address?

Build dashboards that turn data into clear direction for stakeholders. Learn how to define a focused decision question, select metrics that matter, and prepare and organize data to support a clear dashboard purpose. As you design layouts and build visual products, you will focus on helping users monitor performance, spot issues, and take action. Through hands-on practice, you will apply dashboard design best practices to create, evaluate, and refine dashboard concepts for Excel, Power BI, or other dashboard tools.

Important: You must have access to an AI tool to take this course.

2. Who should attend?

This course is designed for professionals who create, review, manage, or use dashboards to support decisions. It is especially useful for analysts, program and project managers, supervisors, performance staff, budget staff, and other professionals who need to turn data into clear visual products for stakeholder use.

3. What will I learn how to do in this course?

- Plan a dashboard that aligns with audience and decision needs
- Design, evaluate, and refine a dashboard concept that communicates key information clearly and supports stakeholder decision-making

4. What kinds of activities are included in this course?

Individual exercises; lecture; discussion

5. Are there prerequisites for this course?

Suggested:

- [Introduction to Data Visualization](#)

Frequently Asked Questions

6. Do I have to complete any prework for the course?

There is no prework required for this course.

7. Is this course applicable toward a professional certification?

No, this course is not applicable toward a professional certification. However, many Management Concepts courses do prepare you for professional certification programs. Click [here](#) to see a full list of professional certification programs that are supported by Management Concepts training courses.

8. Does this course count for credit toward a Management Concepts Certificate Program?

No, this course is not applicable toward a Management Concepts Certificate Program. However, many Management Concepts courses do count for credit toward a Management Concepts Certificate Program. Click [here](#) to see a full list of Management Concepts Certificate Programs.

9. What credits do I earn by completing this course?

The following credits are available for this course:

NASBA CPEs: 8

CEUs: 0.6

PDUs: 7

CLPs: 8

10. What course(s) do you recommend after I complete this course?

- [Analytics Boot Camp](#)
- [Data Storytelling for the Federal Government: Numbers to Narratives](#)
- [Advanced AI for Transforming Federal Workflows](#)

11. What are Additional Features?

Most courses and training solutions have **Additional Features** designed to help every learner master and retain the concepts explored in the course. You can see which Additional Features are added to this course on the course page under the **Learning Objectives & Additional Features** tab – and for a more detailed exploration of our Additional Features, you can visit [this web page](#).