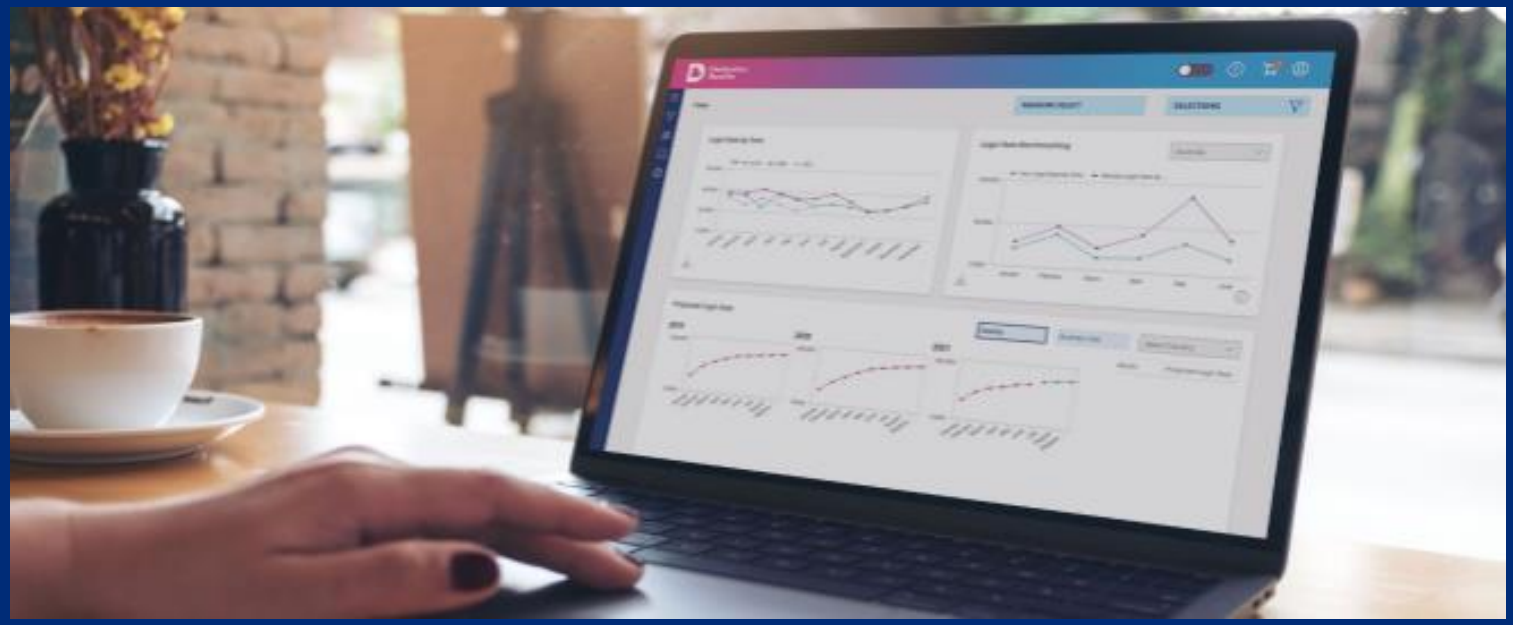
MercerMarsh Benefits

benefits that truly benefit

Darwin Analytics Centre Quick Start Guide



DAC V 8.2

November 2024

Businesses of Marsh McLennan

Accessing the Darwin Analytics Centre

How to login and access your dashboards

Welcome to the Darwin Analytics Centre

This Quick Start Guide is designed to help you get started, but if you need additional training or support please contact us at DACSupport@Darwin.com

Your user name and password are unique to you and must not be shared with other colleagues.

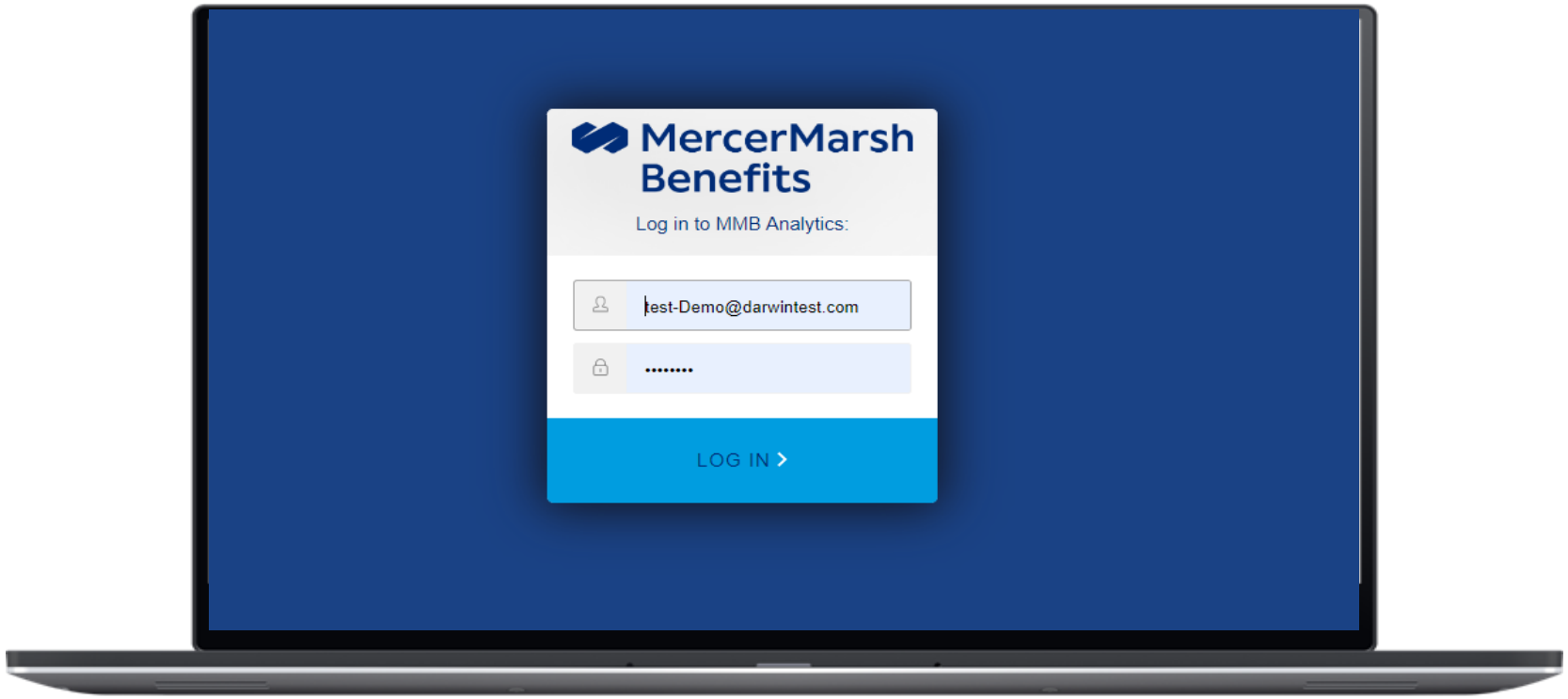
Go to: https://darwinanalyticscentre.com

Enter your user name and password. These were e-mailed to you in two separate messages.

Click “**LOG IN**”

Passwords are set automatically by the DAC application and can’t be changed.

If you need to reset your password, please e-mail DACSupport@Darwin.com

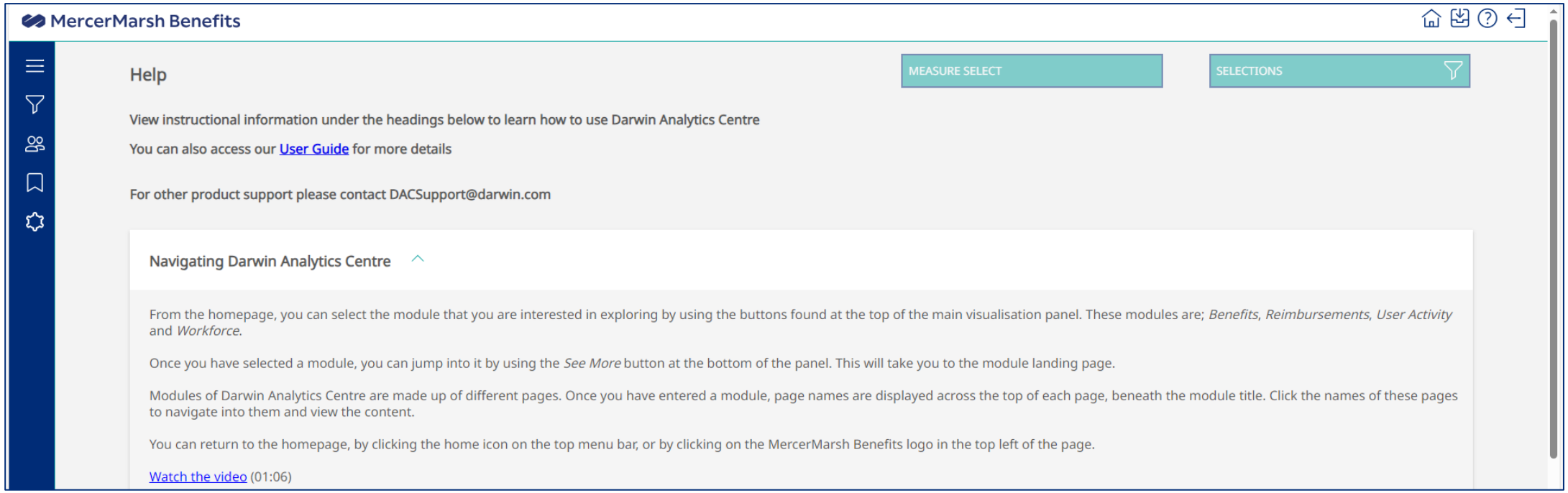


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Help

Instructions and videos

You can access the help section and a series of short instructional videos by clicking on the Help icon.

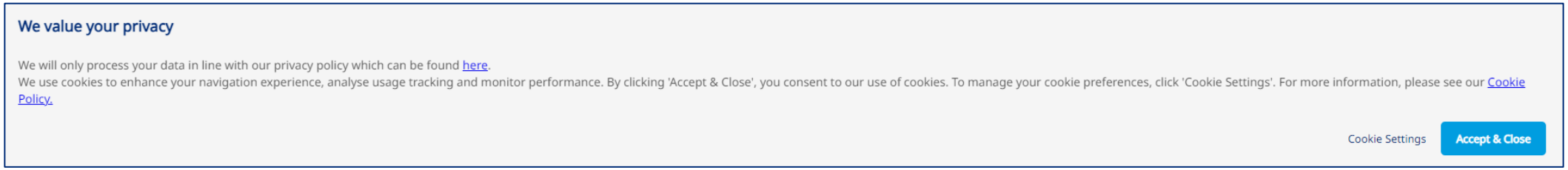


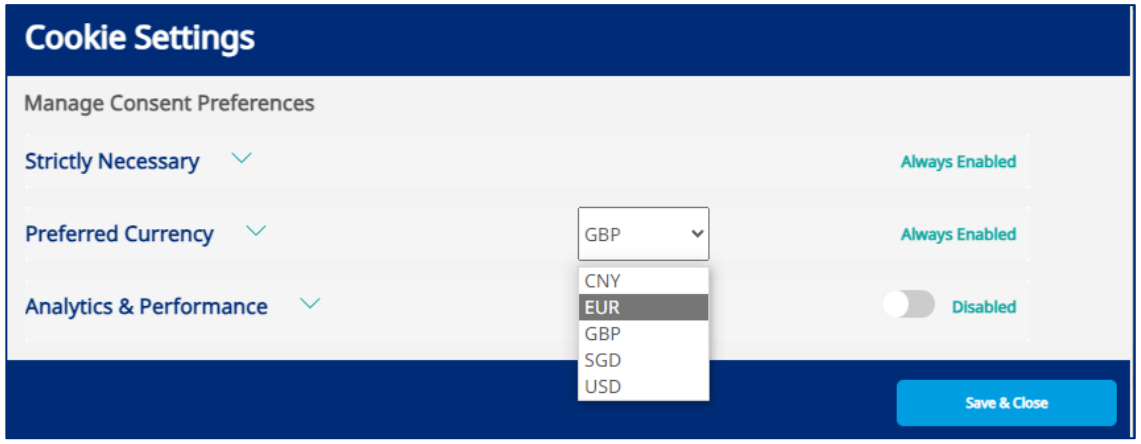
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Currency

Setting your default currency

Access ‘Manage Cookies’ by clicking on the Manage Cookies icon on the lower right side of the home page, and then Cookie Settings from the Cookie Banner





DAC remembers the last currency that you selected so that you don’t need to re-select this each time you access DAC.

You can set your default currency by changing the Cookie Settings and selecting your Preferred Currency from the drop down list.

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The Homepage

Home Page and Navigation

The homepage provides high-level key indicators as well as two ways of accessing the four dashboard sections Benefits, Reimbursements, User Activity and Workforce, and the detailed pages within.

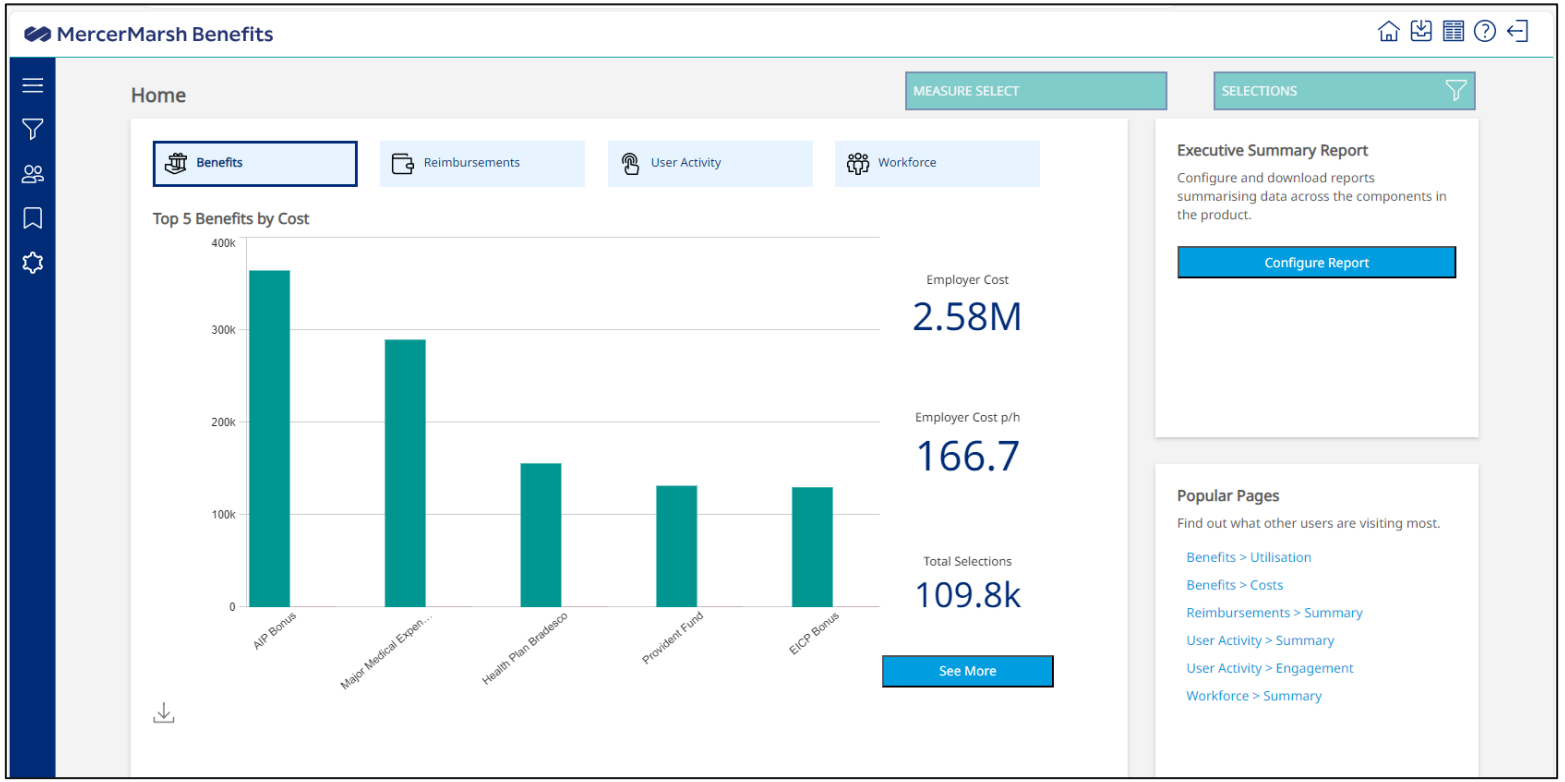
On the left side, you will see the menu pane.



This can be accessed from all pages allowing you to quickly navigate to other sections within the application.

Alternatively, use the four tiles across the top of the page.





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Data Structure

How is content structured within the Darwin Analytics Centre

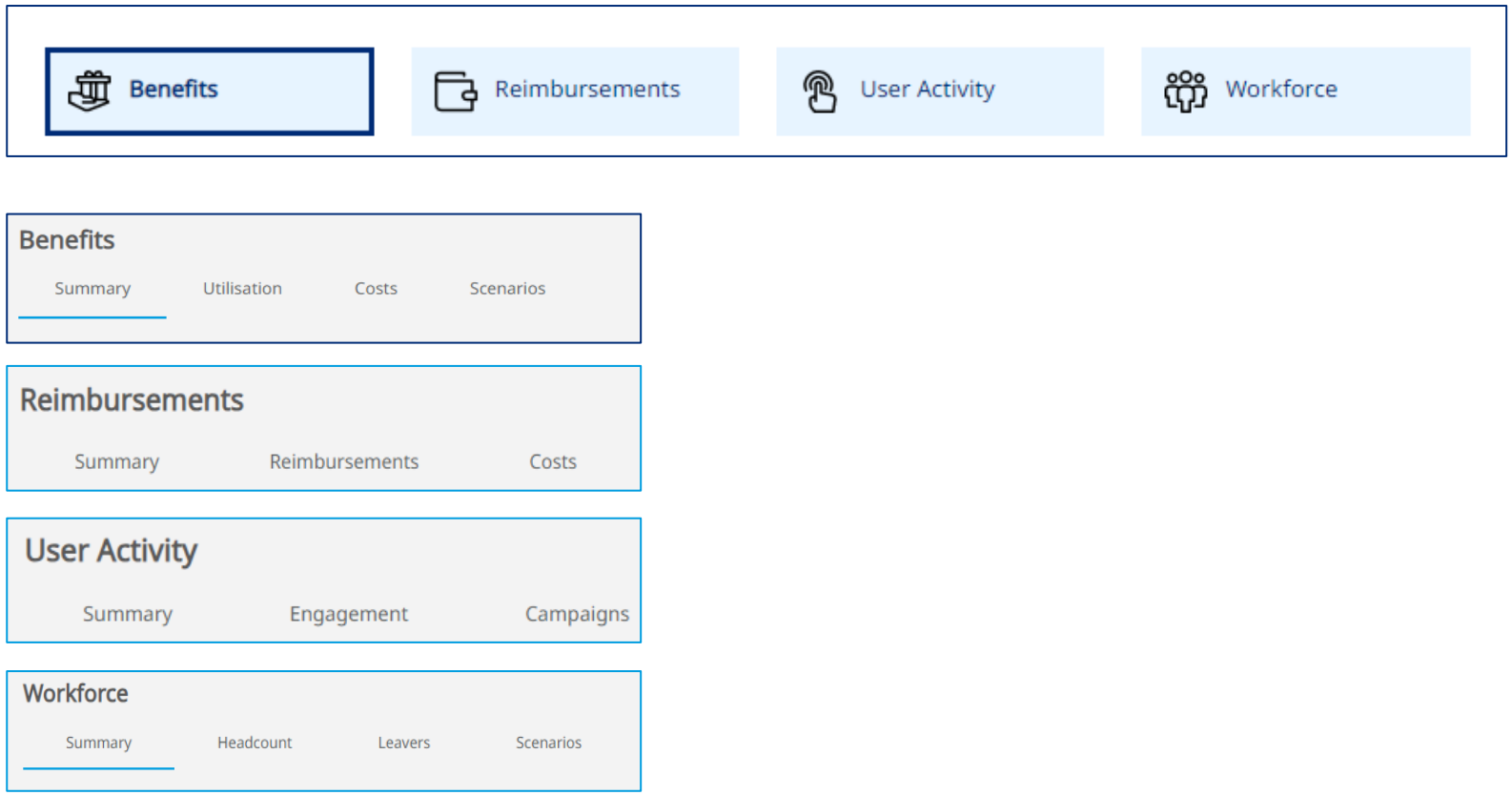
Content in the Darwin Analytics Centre is broken into four different levels;-

- Benefits
- Reimbursements
- User Activity
- Workforce

Within each level you can navigate to detailed pages by using the ‘See More’ button.



Click on each of the page headers to access the detailed view.



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Using the data filters

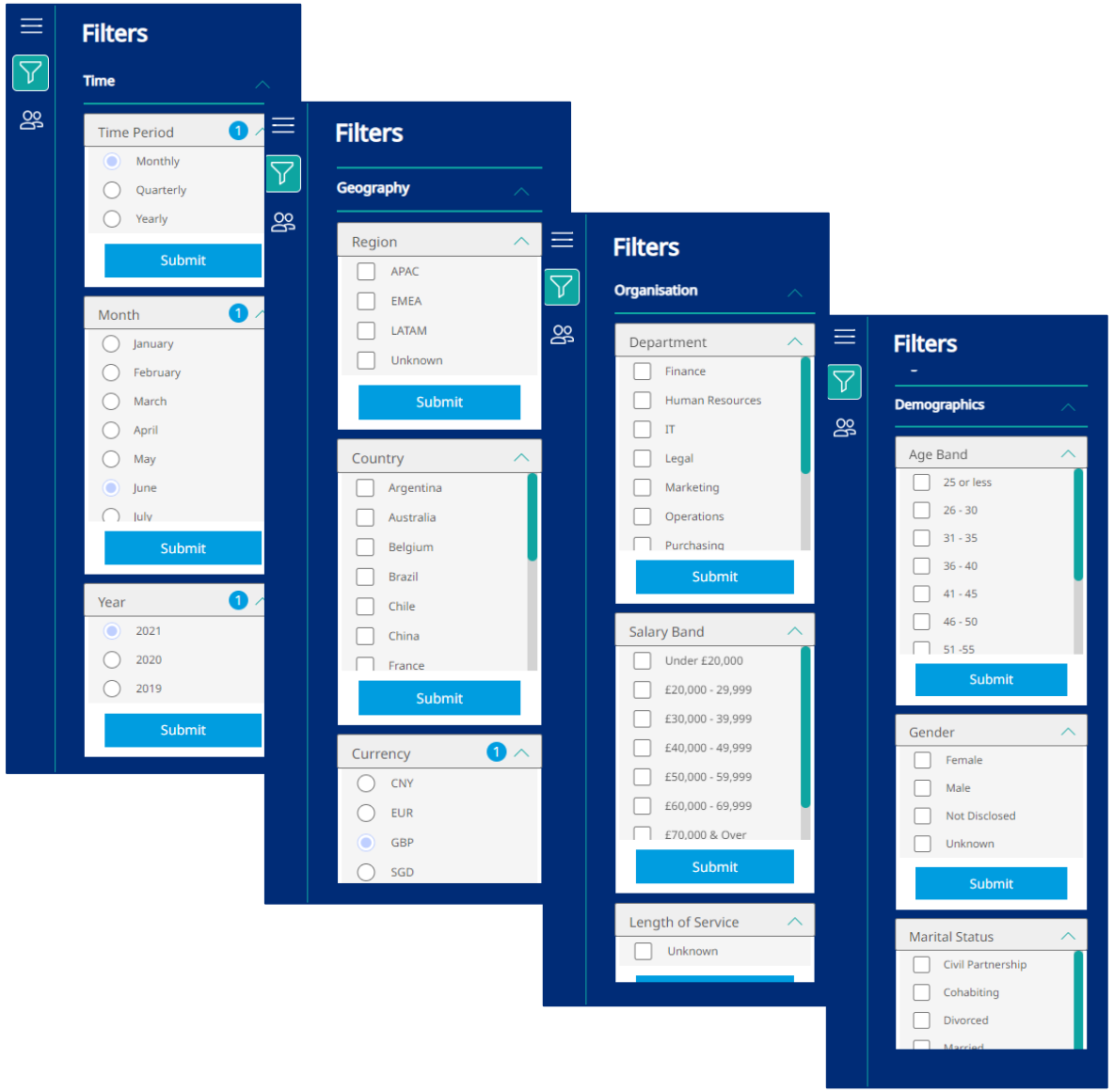
Selecting your data

The filter area allows you to adjust and change the information provided and summarised on the page.

The filter menu on the left of the page will apply your selection to every page.

Filters applied here carry across the application.

DAC will remember which currency you selected so that you don't have to re-select this when you log in again.



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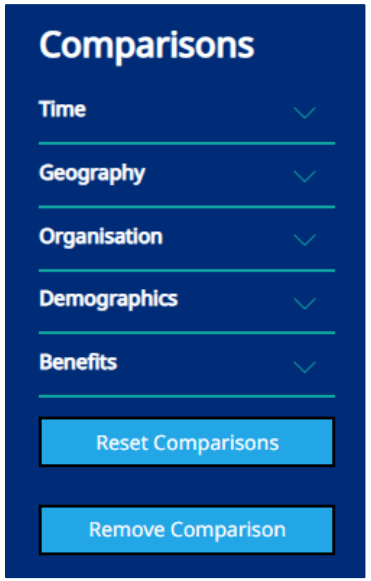
Using the data filters

Comparisons

You can compare your current data selection with other data by using the Comparisons menu.

As with the filters, any selections will carry across to all of the pages in DAC and you will be able to see the comparison data in the tables and charts.

You can reset the comparisons or remove the comparisons by clicking on the buttons shown below.



Benefit Costs Summary

Benefit Name	Country	Benefit Level	Employer Cost	Employer Cost Comparison
Totals			**13,006,133.62**	**14,902,817.10**
Accident Insurance	Switzerland	80% of Salary	251,402.73	276,360.72
Accident Insurance	United Kingdom	4 x base salary	9,973.32	10,432.09
Accidental Death & Dismemberment Insurance	Argentina	Selected	560.98	456.37
Accidental Death & Dismemberment Insurance	Argentina	36 x basic monthly salary capped at 25M. For employee only.	297.47	230.48
Accidental Death & Dismemberment	China	36 x monthly salary	8,699.96	6,874.50

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Filtering

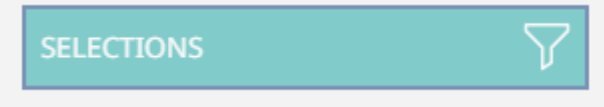
Changing the View

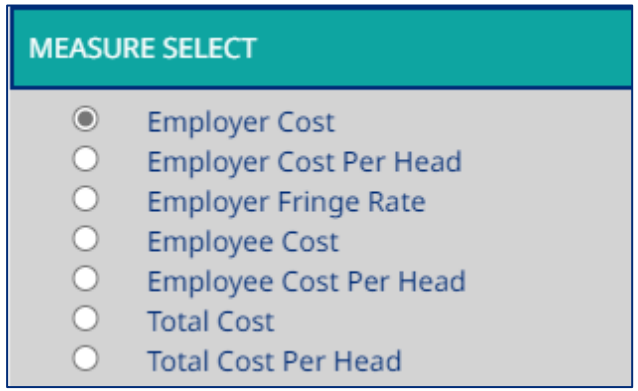
You can change the view of the data by using the Measure Select function.

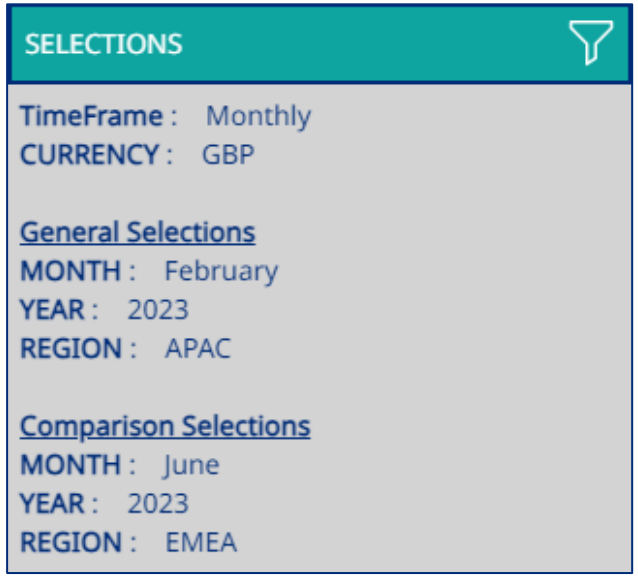


This gives you additional options and allows you to view different measures in the same visualisations.

You can check what filters you have applied by clicking on







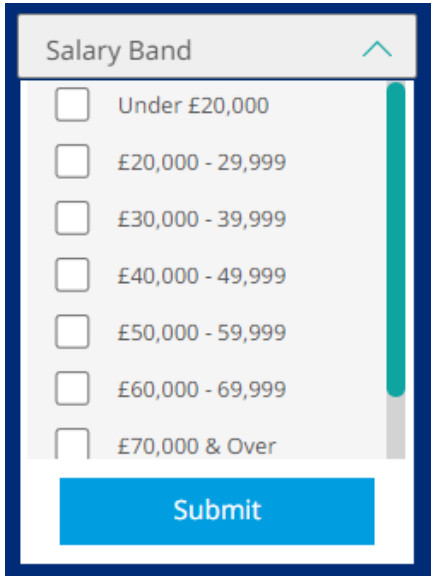
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Filtering

Salary Bands

Salary Bands are based on your organization's actual range of employee salaries to provide you with the most appropriate filtering options across your workforce. You also have an option to select ‘Local Currency’.

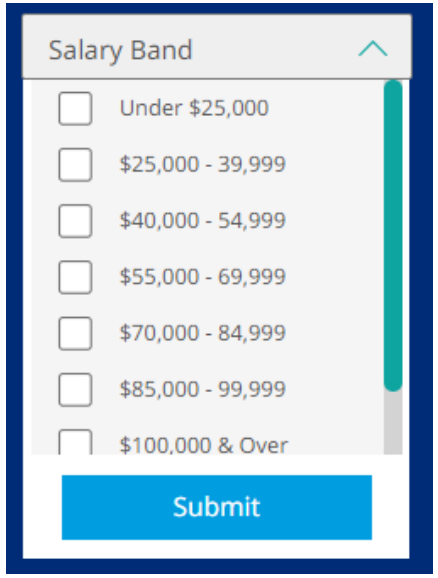
GBP



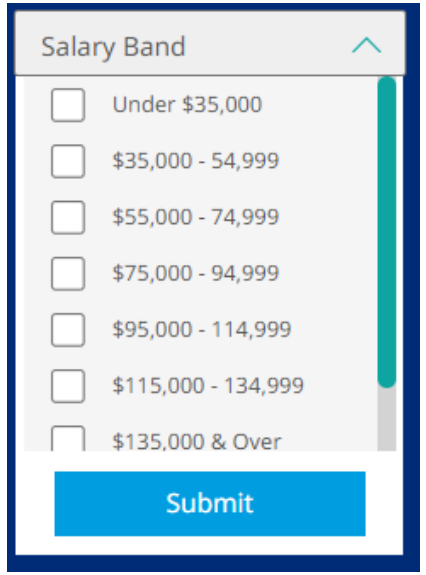
EUR



USD



SGD



CNY



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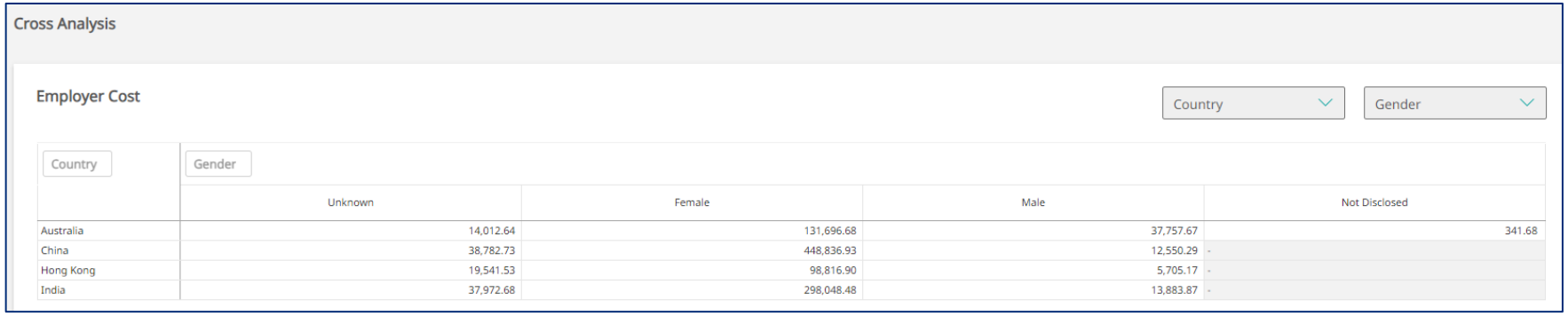
Filtering

Cross Analysis and Exporting Data

Cross Analysis

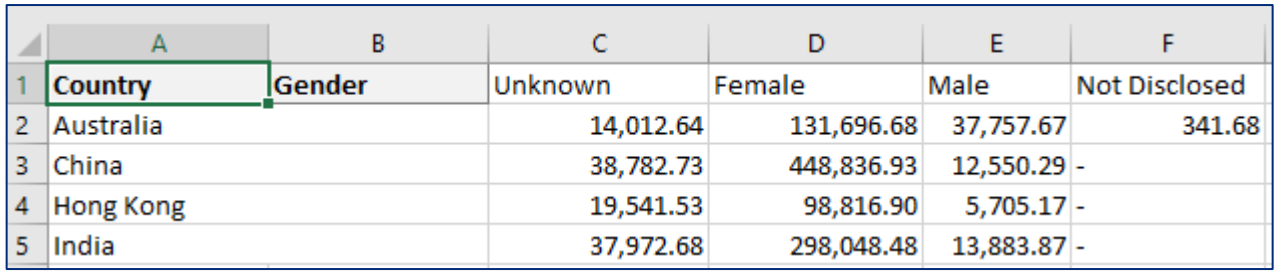
In each of the Cross Analysis tables you have the option to select from two additional drop down menus.

These allow you to change the measure. In the example we are looking at Employer Benefit Costs by Age Band and Gender.

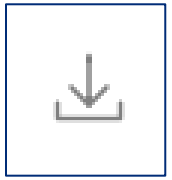


Downloading and Exporting Data

DAC allows you to download and export your data into Excel for additional analysis purposes. Use the download button and the selected visualisation data will open in Excel



	A	B	C	D	E	F
1	Country	Gender	Unknown	Female	Male	Not Disclosed
2	Australia		14,012.64	131,696.68	37,757.67	341.68
3	China		38,782.73	448,836.93	12,550.29	-
4	Hong Kong		19,541.53	98,816.90	5,705.17	-
5	India		37,972.68	298,048.48	13,883.87	-



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Adding Bookmarks

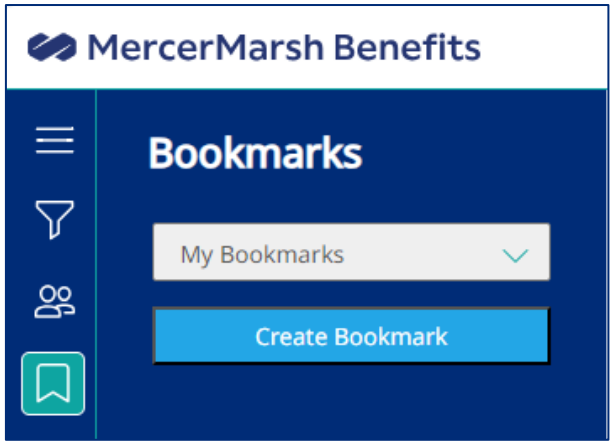
Saving your selections for future use

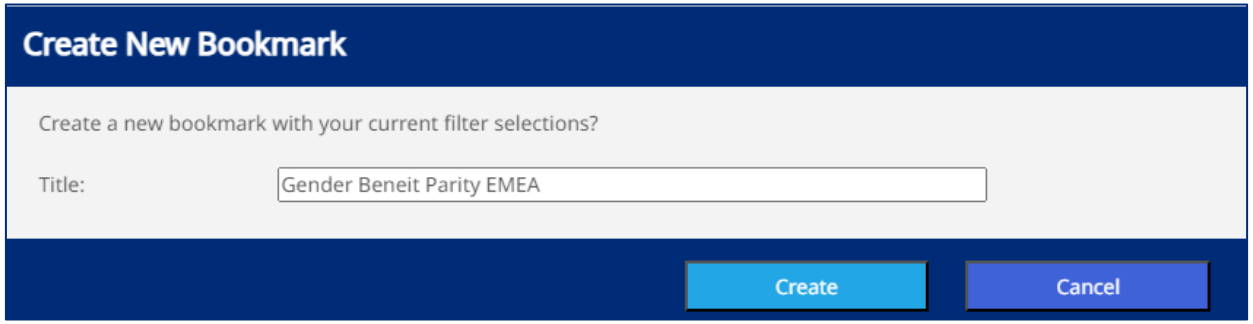
You can create bookmarks so that you don’t have to re-set all of the filters each time that you wish to run a regular report.

Select Bookmarks from the main menu and Create Bookmark.

Give your selection a suitable name and select create.

You can retrieve your saved selection from ‘My Bookmarks’.



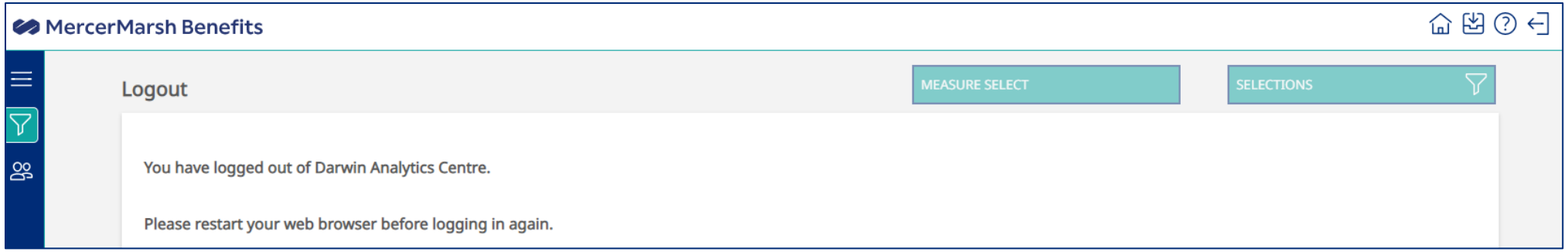


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Ending a DAC Session

Logging Off

- When you want to end your DAC session, use the log off button 



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For any support, questions or issues, please contact the MMB Analytics Team at:

DACSupport@darwin.com