# **Interactive Database Tool**

User Guide





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**Developed By**IPHE H2Skills Task Force



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#### 1. Introduction

# 1.1 Purpose of the Tool

The IPHE's H2Skills Task Force has developed an interactive database as a resource to support stakeholders in navigating the emerging hydrogen workforce landscape. The tool consolidates information from published hydrogen skills needs assessments and enables users to explore key job roles and their characteristics, including qualification requirements, skills gaps, hydrogen-specific competencies, and recruitment risks and opportunities.

# 1.2 Target Audience

It is intended to support authors of future skills needs assessments, as well as those involved in workforce planning, education and training development, and policy design.

## 2. Getting Started

## 2.1 Prerequisites

This tool is publicly available via a web link and can be accessed by anyone with internet access. However, to ensure optimal performance and usability, the following minimum hardware and software prerequisites are recommended:

#### **Software Requirements:**

Web Browser: Latest version of Google Chrome, Microsoft Edge, Firefox, or Safari

JavaScript & Cookies: Must be enabled in the browser settings

Operating System: Windows 10/11, macOS, or latest iOS/Android for mobile access

Note: While the tool is accessible on mobile devices, it is optimized for larger screens (desktop or Laptop) for full functionality and best user experience.

#### 2.2 How to Access the Tool

The tool is publicly accessible online and does not require any login or user credentials. Follow the steps below to access it:

- 1. Open your preferred web browser (Google Chrome, Microsoft Edge, Firefox, or Safari).
- Navigate to the official website hosting the tool: iphe.net/jobroledatabase
- 3. The Power BI report will load directly in your browser window.

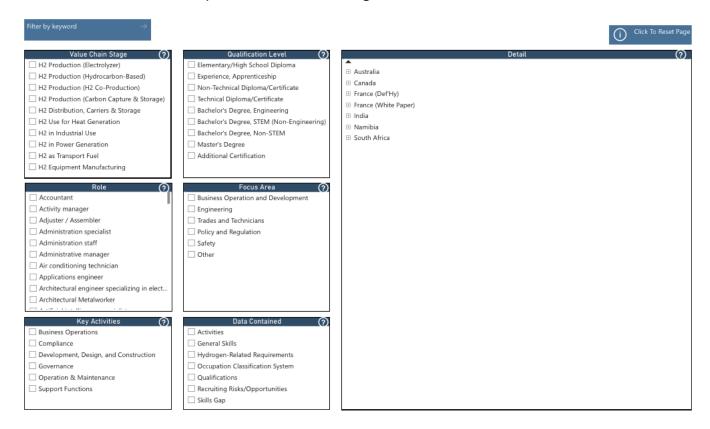
⚠ Note: Depending on your internet speed and device performance, the dashboard may take a few seconds to load fully.

## 2.3 Navigation Overview

The tool is designed with user-friendly navigation and intuitive layout to help you easily explore and analyse the data. It consists of two primary sections, each explained and shown below.

## 2.3.1 Explore Hydrogen Job Roles by Skills Characteristics

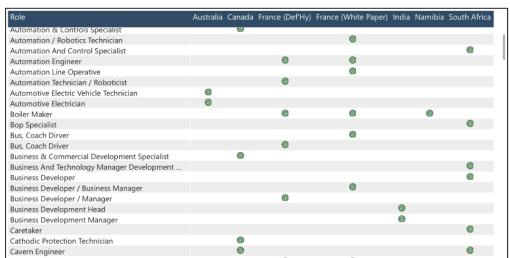
This section allows users to filter job roles by key characteristics such as qualification, value chain stage, and to conduct keyword searches to identify roles of interest. The results are displayed in the "Details" block below, grouped according to the source country. This enables users to explore job roles and associated skills. For example, users can search for roles requiring a particular qualification level, compare hydrogen-specific skills across job profiles, or identify workforce needs linked to specific value chain stages or activities.



# 2.3.2 Map Job Roles Across Hydrogen Skills Studies

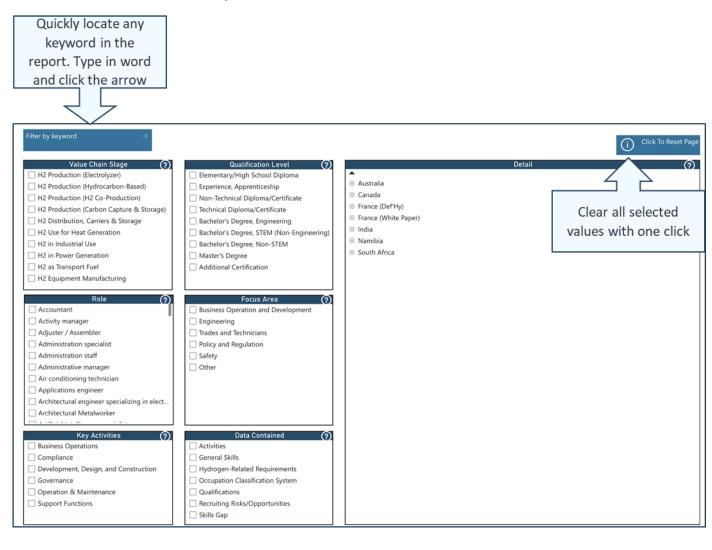
This section gives users an overview of which job roles are covered in which hydrogen skills needs assessments. Users can search by keyword or filter by source document, allowing them to trace where particular roles are discussed and compare how they are characterised across different studies.

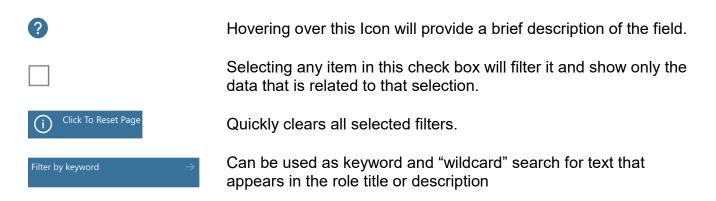


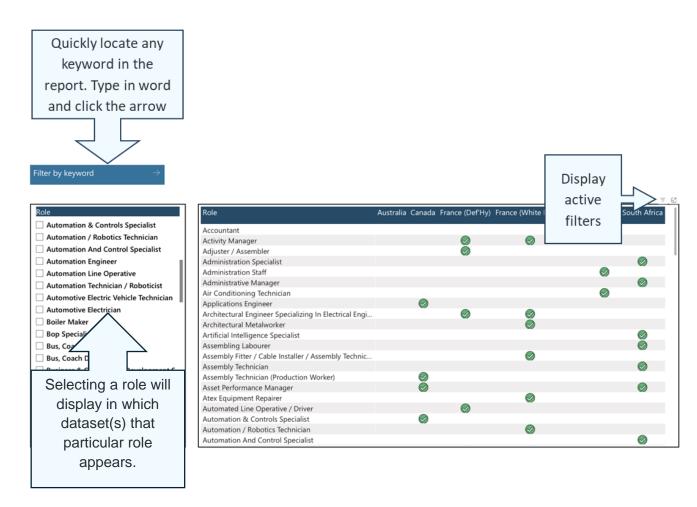


#### 3. Dashboard Overview

# 3.1 Main Dashboard Layout







Indicates a role applicable to that country.

# 3.2 Description of Filters

# 3.2.1 Filter by Keyword

This functionality allows users to filter the database using a keyword search. The keyword is matched against text appearing in the role title or description of all data entries. "Wildcard" searches are also possible using this functionality. Depending on the nature of the search, it may take a few seconds for the results to display. If other filters are active, the search will apply only to the filtered set of roles.



# 3.2.2 Value Chain Stage

Filter for the hydrogen value chain stage associated with a role. If no value chain stages are selected, roles from all value chain stages will be displayed.

Value Chain Stage (?)
☐ H2 Production (Electrolyzer)
☐ H2 Production (Hydrocarbon-Based)
☐ H2 Production (H2 Co-Production)
☐ H2 Production (Carbon Capture & Storage)
☐ H2 Distribution, Carriers & Storage
☐ H2 Use for Heat Generation
☐ H2 in Industrial Use
☐ H2 in Power Generation
☐ H2 as Transport Fuel
H2 Equipment Manufacturing

#### 3.2.3 Qualification Level

Filter for the typical education or certification level required for the role. If no qualification levels are selected, roles of all qualification levels will be displayed.

Qualification Level 🥠
☐ Elementary/High School Diploma
Experience, Apprenticeship
☐ Non-Technical Diploma/Certificate
☐ Technical Diploma/Certificate
Bachelor's Degree, Engineering
Bachelor's Degree, STEM (Non-Engineering)
Bachelor's Degree, Non-STEM
☐ Master's Degree
Additional Certification

# 3.2.4 Role

Filter for specific job titles or occupations relevant to the hydrogen workforce. If no roles are selected, roles of all job titles will be displayed.



#### 3.2.5 Focus Area

Filter for the primary discipline or field of work the role falls under. If no focus areas are selected, roles from all focus areas will be displayed.

Focus Area	(?)
☐ Business Operation and Development	
☐ Engineering	
☐ Trades and Technicians	
☐ Policy and Regulation	
☐ Safety	
☐ Other	

# 3.2.6 Key Activities

Filter for the core responsibilities or project phases associated with the role. If no key activities are selected, roles of all activity types will be displayed.



#### 3.2.7 Data Contained

Filter for the types of information reported for each role, such as skills, qualifications, or regulatory details. If no data types are selected, roles of all data types will be displayed.



#### 3.2.8 Detail

The results from your selections are grouped by Country and Role. Click the '+' sign to drill down for details.



# 4. Using the Tool

# 4.1 Step by Step Instructions

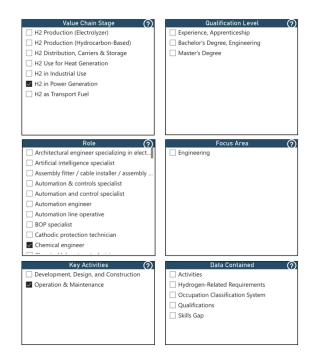
#### From the available filters, select the desired information you wish to search for.

- Only data matching the selected criteria will populate in the detail field.
- Should you wish to include all data in a particular field, do not make any selection e.g. selecting no value chain, roles from all value chain stages will be displayed.



# As you start selecting the desired items, the tool will begin filtering where those selections are applicable.

- Fields where your selection is not applicable, will be removed from the report.
- Results are displayed in the adjacent "Details" Block



#### Troubleshoot & FAQs

#### 1. The report is not loading / shows a blank screen. What should I do?

- Ensure you have a stable connection.
- Try refreshing the page (Press F5 or Ctrl R).
- Update your browser to the latest version.
- Clear your browser cache and cookies if the issue persists.

#### 2. Filters are not responding when I click them.

- Click on a blank space on the report.
- Use the "Click to reset page" button.

## 3. The report is cut off or does not fit properly on my screen.

- Both tools have a zoom slider in the bottom right hand corner that can be adjusted to fit your screen.
- Try zooming out using your browser zoom settings (Ctrl +/- or Cmd +/- on Mac).
- View the report in Full screen mode by click the expand icon.
- Try changing your display resolution to 1920 x 1080.
- The full dataset is also available in Excel format and is available on request, click the "Obtain the database in Excel Format" link on the database webpage to send an email request to the IPHE secretariat.

#### 4. Why is the report loading slowly?

- The report is dependent on your internet speed, device RAM.
- Try closing some tabs or applications if you have multiple open.

#### 5. I can't find the "Filter by keyword" search bar

- It's located on the top left section of the report.
- Try zooming out as it might be cut off or scroll up.
- Press F5 to refresh the report.

#### 6. Do I need a Power Bi account to use the tool?

 No. The tool is publicly embedded and does not require login or a Microsoft Power Bi Licence.

# 6. Feedback & Support

We value your input and are committed to continuously improving the Power Bi tool to better meet your needs. If you experience any issues, have questions, or would like to suggest enhancements, please use the following channels.

**Email:** media@iphe.net

Subject: [Hydrogen Jobs Database Query]