

Create Parameters

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A parameter is a container or a placeholder such as a number, date, or string that can replace a constant value or a list of values. Create Worksheet and Chart parameters to optimize your data inquiries. Use parameters to run different scenarios with adjustable values, without creating or modifying the constants in formulas for each new value.

Parameters are useful for 'what-if' analysis, financial planning, cohort analysis, and so on. When you create parameters for your Worksheets, you guide users in their exploration of the data as they search on your Worksheets or use Dashboards based on your Worksheets. When you create parameters for your Charts, you empower yourself and other viewers of your Charts to run scenarios on the data in the Chart, using adjustable values.

For a parameter to be used in a Dashboard, you must create it in a Worksheet.

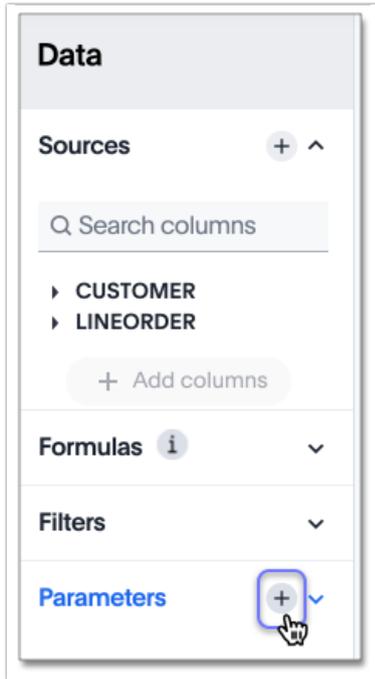
Creating Parameters

There is no maximum number of parameters you can create for a single Worksheet or Chart. However, parameters don't work across Worksheets or Charts. They only affect a single Worksheet or Chart.

Creating Worksheet parameters

To create a Worksheet parameter, follow these steps:

1. Navigate to the Worksheet to which you would like to add a parameter.
2. Select **Edit Worksheet** in the upper right corner.
3. In the **Data** panel on the left of your screen, select the **+** button that appears when you hover over the **Parameters** section.



4. The Create parameter dialog appears:

Create parameter

Name and description

Parameter name

Add a description (optional)

Data settings

Integer
Double
String
Boolean
Date

Allowed values

Any
 List
 Range

Default value

Default value

Cancel
Save

5. In the **Parameter name** text box, enter a name for your Parameter. This name should be unique for the object, and easy for users to understand.

6. Optionally, enter a description for the Parameter in the **Add a description** text box. Use this field to add additional information users might need before using this Parameter in their analysis. It is a best practice to use this field to specify the formulas this Parameter is used in, in addition to any other information you add.

7. Under **Data settings**, specify the data type the Parameter must be: Integer, Double, String, Boolean, or Date.

8. For integer, double, or date data types, specify the allowed values: **Any**, **List**, or **Range**. For the string data type, specify either **Any** or **List**.

Any	Allows any value within the data type's constraints.
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List

Allows values only in the list you create. Enter a value in the **Enter value...** text box, and optionally enter what the value should display as in the **Display as...** text box. To add more values, select **+ Add row**. To delete values, select the **x** to the right of the row the value is in.

Value	Display as (optional)	
2.5	2.50	x
6	Display as...	x

+ Add row

Range

Allows values only within the range you specify. In the **Minimum value** and **Maximum value** text boxes, specify the values the range begins and ends with.

Allowed values

Any List Range

Minimum value

0

Maximum value

10000

Default value

678

9. For the boolean data type, optionally set custom names for `true` and `false`; for example, `0` and `1`.

10. Set the default value for your Parameter. In the default value text box, enter the value this Parameter should default to. For the boolean data type, the **Default value** option is a dropdown. `true` and `false` are the only options.

11. Select **Save**.

12. Save your Worksheet. Select **Save** in the upper right corner.

Creating Chart Parameters

To create an Chart parameter, follow these steps:

1. Navigate to the Chart to which you would like to add a parameter.
2. In the **Data** panel on the left of your screen, navigate to the **Category** or **A to Z** view, click **+ Add**, and select **Parameter**.
3. The **Create parameter** dialog appears:

Create parameter

Name and description

Parameter name

Add a description (optional)

Data settings

Integer Double String Boolean Date

Allowed values

Any List Range

Default value

Default value

Cancel Save

4. In the **Parameter name** text box, enter a name for your Parameter. This name should be unique for the object, and easy for users to understand.

5. Optionally, enter a description for the Parameter in the **Add a description** text box. Use this field to add additional information users might need before using this Parameter in their analysis. It is a best practice to use this field to specify the formulas this Parameter is used in, in addition to any other information you add.

6. Under **Data settings**, specify the data type the Parameter must be: Integer, Double, String,

Boolean, or Date.

7. For integer, double, or date data types, specify the allowed values: **Any**, **List**, or **Range**. For the string data type, specify either **Any** or **List**.

Any	Allows any value within the data type's constraints.									
List	<p>Allows values only in the list you create. Enter a value in the Enter value... text box, and optionally enter what the value should display as in the Display as... text box. To add more values, select + Add row. To delete values, select the x to the right of the row the value is in.</p> <div data-bbox="687 741 1401 1099"><p>Allowed values</p><p><input type="radio"/> Any <input checked="" type="radio"/> List <input type="radio"/> Range</p><table border="1"><thead><tr><th>Value</th><th>Display as (optional)</th><th></th></tr></thead><tbody><tr><td>2.5</td><td>2.50</td><td>x</td></tr><tr><td>6</td><td>Display as...</td><td>x</td></tr></tbody></table><p>+ Add row</p></div>	Value	Display as (optional)		2.5	2.50	x	6	Display as...	x
Value	Display as (optional)									
2.5	2.50	x								
6	Display as...	x								

Range

Allows values only within the range you specify. In the **Minimum value** and **Maximum value** text boxes, specify the values the range begins and ends with.

The screenshot shows a configuration panel for 'Allowed values'. It has three radio buttons: 'Any', 'List', and 'Range'. The 'Range' option is selected. Below the radio buttons are three text input fields: 'Minimum value' containing '0', 'Maximum value' containing '10000', and 'Default value' containing '678'.

8. For the boolean data type, optionally set custom names for `true` and `false`; for example, `0` and `1`.

9. Set the default value for your Parameter. In the default value text box, enter the value this Parameter should default to. For the boolean data type, the **Default value** option is a dropdown. `true` and `false` are the only options.

10. Select **Save**.

11. Save your Chart. Select the **more options** menu in the upper right corner, and select **Save**.

Editing and Deleting Parameters

To edit or delete existing parameters, follow these steps.

You can only delete parameters that are not in use in any formula, Chart, or Dashboard. If a parameter is in use in any objects, you must first remove the parameter from these dependents, then delete the parameter. For parameters that are in use, you can only edit the following fields: **Name**, **Description**, and **Default value**.

Editing and Deleting Worksheet parameters

1. Navigate to the Worksheet with the parameter you would like to edit or delete.
2. Select **Edit Worksheet** in the upper right corner.
3. In the **Data** panel on the left of your screen, select the **Down** arrow to the right of the **Parameters** section. This expands the list of parameters.
4. To **edit** a parameter, select the edit icon to the right of the parameter name.

Note that you may not be able to edit all fields, if the parameter is in use in formulas, Charts or Dashboard. For parameters that are in use, you can edit the following fields:

Name, Description, Allowed values, and Default value. You can also add or delete values from a list parameter while it's in use, or increase or decrease the minimum and maximum values in a range parameter.

To edit other fields, you must first remove it from these Charts and Dashboards. To see which Charts and Dashboards use the parameter, select **View Details** in the **Edit parameter** dialog that appears.

5. Make your changes, and select **Save**.
6. To **delete** a parameter, select the delete icon to the left of the parameter name.

Note that you may not be able to delete the parameter, if the parameter is in use in Charts or Dashboard. You must first remove it from these Charts and Dashboards. To see which Charts and Dashboard use the parameter, select **View Details** in the **Delete this parameter** dialog that appears.

7. Select **Delete** in the dialog that appears.
8. Save your Worksheet. Select **Save** in the upper right corner.

Editing and Deleting Chart Parameters

1. Navigate to the Charts with the parameter you would like to edit or delete.
2. In the **Data** panel on the left of your screen, select the arrow to the right of the **Parameters** section. This expands the list of parameters.
3. Click the parameter and select the **more options** menu
4. To change the parameter value, select **Change value**. Note that you can only change the parameter value if the parameter is not in use in a formula in the Chart.
5. To **edit** a parameter, select **Edit**.

Note that you may not be able to edit all fields, if the parameter is in use in a formula in the Chart. For parameters that are in use, you can edit the following fields: **Name, Description, Allowed values, and Default value.** You can also add or delete values from a list parameter while it's in use, or increase or decrease the minimum and maximum values in a range parameter. To edit other

fields, you must first remove the formula from the search.

6. Make your changes to the parameter, and select **Save**.

7. To **delete** a parameter, select **Delete**.

Note that you may not be able to delete the parameter, if the parameter is in use in a formula in the Chart. You must first remove the formula from the search.

8. Select **Delete** in the dialog that appears.

9. Save your Chart. Select the **more options** menu in the upper right corner, and select **Save**.

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