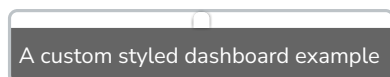


Grouping and Styling Dashboards

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You can now group Charts and note tiles together in a Dashboard, and use the new styling panel to style the Dashboard, groups, and individual Charts and notes. This article covers both features.



Open the Dashboard editor

Grouping and styling are both done in the Dashboard editor. To open it:

1. Select **Dashboards** from the left-hand menu.
2. Open the Dashboard you want to edit.
3. From the **More** menu at the upper right of the Dashboard, select **Edit**. If **Edit** is grayed out, you do not have edit privileges for the Dashboard; contact your administrator or the Dashboard's creator.

The steps below assume the Dashboard is open in Edit mode.

Grouping

Grouping lets you combine Charts and note tiles into a single visual group within a Dashboard.

Create a group

1. Select the Charts and note tiles you want to group, holding **Shift** to select more than one. The **Group** option appears on the toolbar of the last selected tile.
2. Click **Group** to create the group.
3. Add a title and description to the group (optional).



Add a Chart or note to a group

1. Select the Chart or note tile you want to add. A **Move** icon appears.

2. Click the drop-down menu and select **Move to Group**, then choose the group. The tile is added to the bottom left of the group.



Remove a Chart or note from a group

1. Select the Chart or note tile you want to remove. A **Move** icon appears.
2. Click the drop-down menu and select **Move out of Group**. The tile returns to the Dashboard tab.



Resize and move tiles within a group

- A tile's width can be increased up to the width of the group.
- A tile's height can be increased beyond the group; the group expands automatically.
- A tile can be moved within the group. If it extends below the group's current height, the group grows to fit.

Resize and move a group

- A group can be moved within the Dashboard, including to a different tab.
- A group can be resized horizontally or vertically; the Charts and notes inside resize automatically.

Ungroup or delete a group

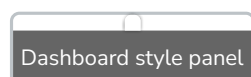
- Ungrouping a group returns all of its Charts and notes to the Dashboard tab.
- Deleting a group also deletes the Charts and notes it contains.

Styling

The styling panel adds ways to style a Dashboard beyond the existing Chart styling. You can style the Dashboard as a whole, an individual group, or an individual Chart or note.

Open the styling panel

With the Dashboard open in Edit mode, click the **Styling panel** button at the top right. To style a specific group, Chart, or note, select it first and then open the panel; the panel shows the overrides available for whatever is selected.



Style the Dashboard

With nothing selected, the styling panel applies to the whole Dashboard.

Option	What it does
Theme color	Choose a theme color from the preset colors. It is applied to the Dashboard background and to group and tile backgrounds.
Corner style	Choose curved or sharp edges. This sets the border radius of every Chart, note, and group in the Dashboard.
Group titles and descriptions	Show or hide the title and description for all groups in the Dashboard.
Chart descriptions in groups	Hide the descriptions of all Charts that are inside groups.
Standalone Chart descriptions	Hide the descriptions of all Charts that are not in a group.

Style a group

Select a group, then open the styling panel to show **Group Overrides**. Group styling makes a group stand out from the rest of the Dashboard, and the Charts and notes in it inherit the group's styling.



Option	What it does
Override color	Choose a preset color to make the group stand out. The Charts and notes in the group inherit it.
Title and description	Hide the group's title and/or description.
Chart descriptions	Hide the descriptions of all Charts in the group.

Style a Chart or note

Select a Chart or note tile, then open the styling panel to show **Chart Overrides**.

Option	What it does
Override color	Choose a preset color. For KPIs and notes, darker shades are also available to draw more attention.
Chart description	Hide the Chart's description.
Highlight KPIs and notes	Highlight a KPI Chart or note tile. The highlight color is chosen automatically from the theme.

Limitations

- A non-default background color set on a note tile is not preserved when this feature is enabled.
- Grouping requires at least three visualizations in a row, so it is not available when a Dashboard is laid out in two or fewer columns (including when a narrow browser width shows only one or two columns).

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