

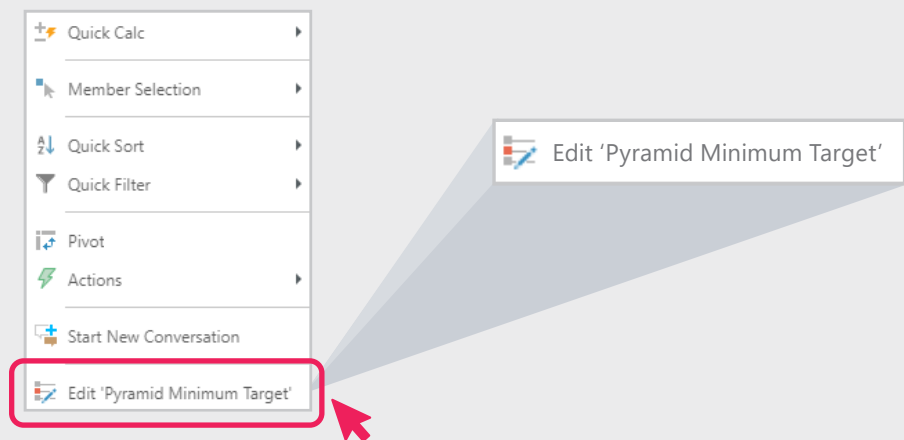
Tips and Tricks

A step by step guide to boost your BI skills

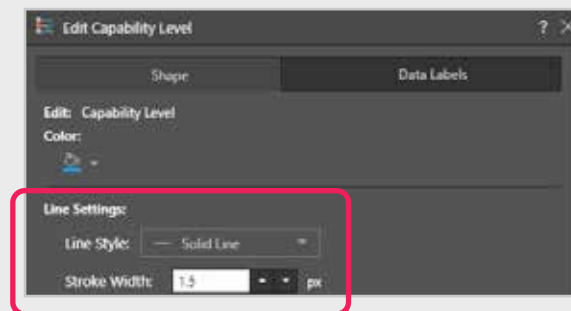
TIP #1

How to change the color and line style of a measure on your discovery using a line graph.

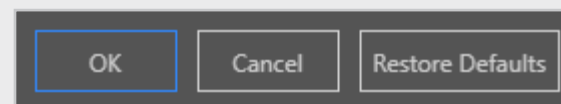
- 1 Right click on any item in the legend
- 2 Click **Edit** at the bottom



- 3 Choose new color and line style you wish



- 4 Click **OK**



- 5 Note the changes in color and line Style

Presentation Alerts

Build alerts based on a given data point within a visual in order to receive notifications about changes in the data. Users can build two types of alert:

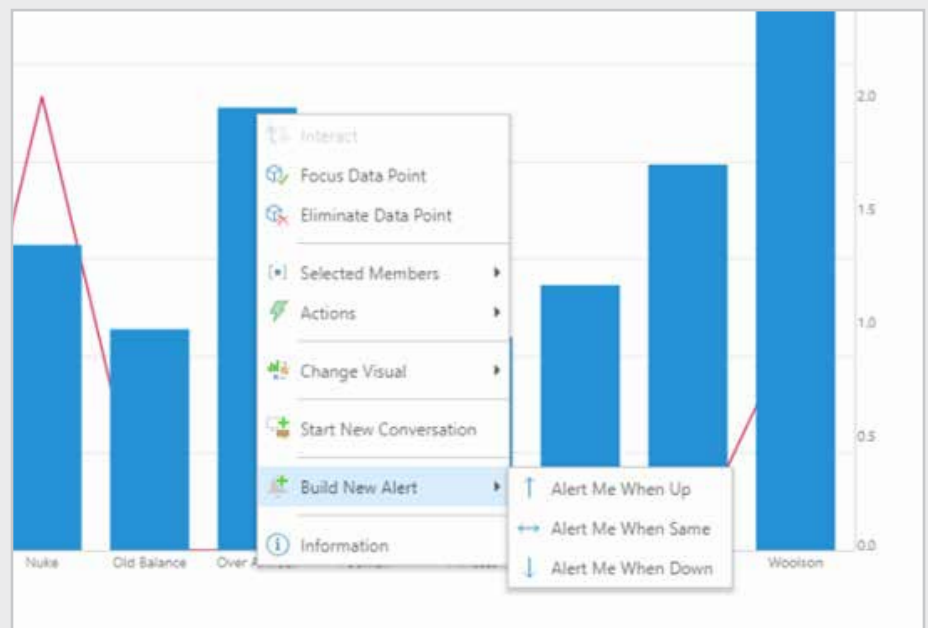
Basic: a basic alert lets you know when the given data point either increases, decreases, or stays the same. You can set a basic schedule for the alert job and determine whether it should be distributed via the alerts feed or via email.

Advanced: configure an advanced alert to set up an advanced schedule, a triggered launch, and advanced distribution.

To learn more about the Alerts feature, including the Alerts Builder wizard, click [here](#).

Adding Alerts in Present

- 1 To configure alerts from a presentation, open the saved presentation in runtime.
- 2 Right click on the required data point or cell and choose **Build New Alert** from the context menu.



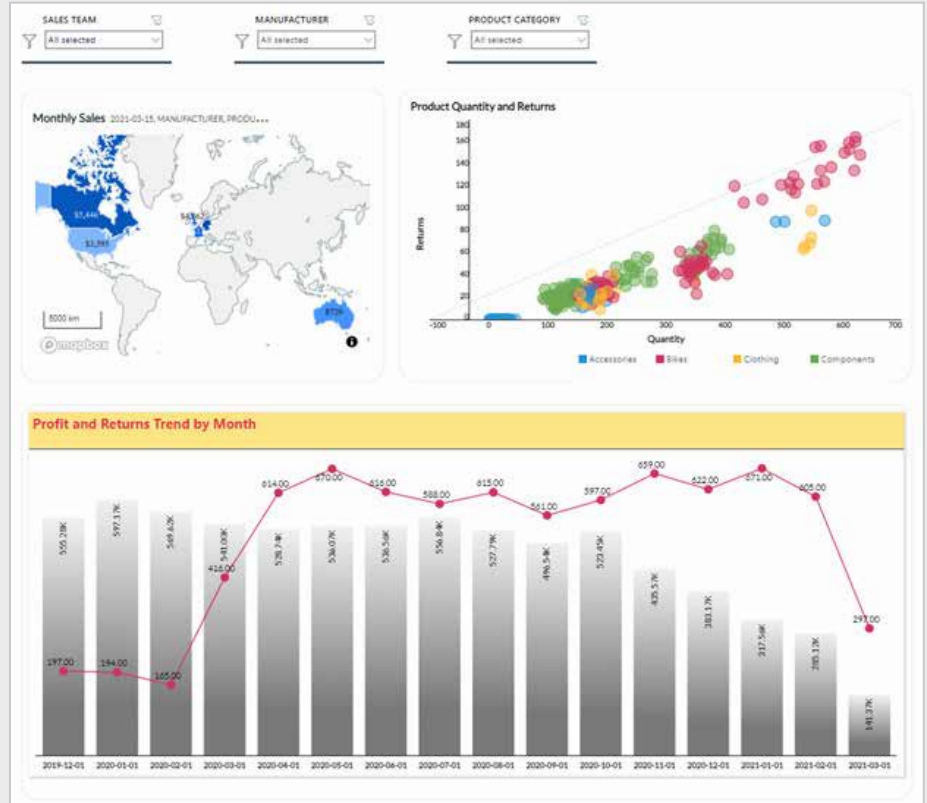
TIP #3

How to create a uniform look for panels in your dashboard

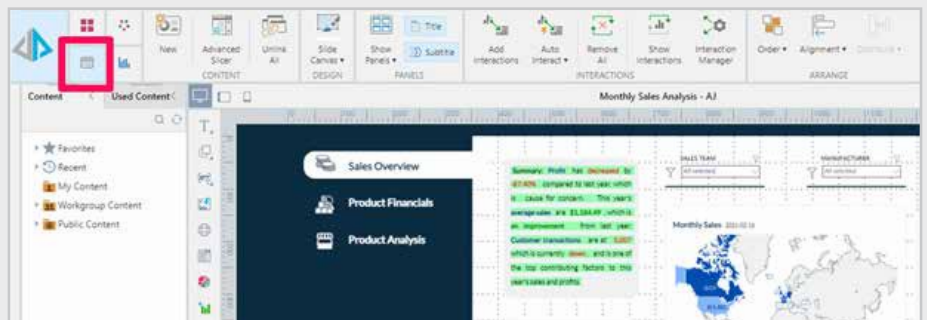
(with or without using a theme)

When to use: When you don't have a theme, and want each panel in your dashboard to have a similar look and feel (colors, fonts, etc).

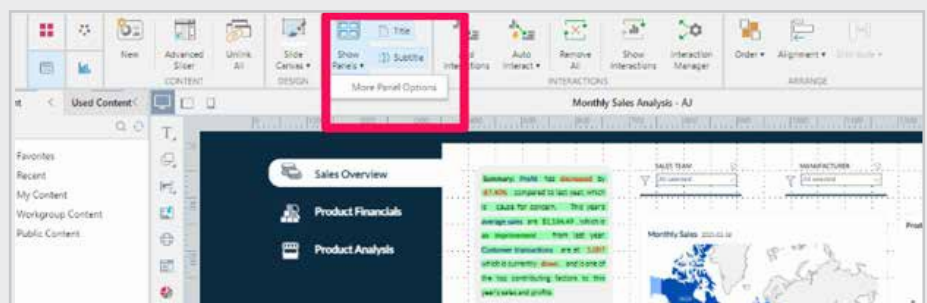
- 1 Pick a dashboard



- 2 In Edit Mode, go to your Present components at the top and click on **Slide**



- 3 Click the drop-down menu on **Show Panels**, choose **More Panel Options**



- Customize your panels - change background, border, text etc., and click **OK**.

Panel Settings ? X

General

Show Panels

Show Shadows

Show Border, Border Color:

Padding: ▲ ▼

Border Radius: ▲ ▼

Background: 🗑️ ▼

Title

Show Title

Position: Top Bottom

Background: 🗑️ ▼

Show Line Separator, Line Color:

Font: **B** *I* ☰ ☷ ☹ **A** ▼

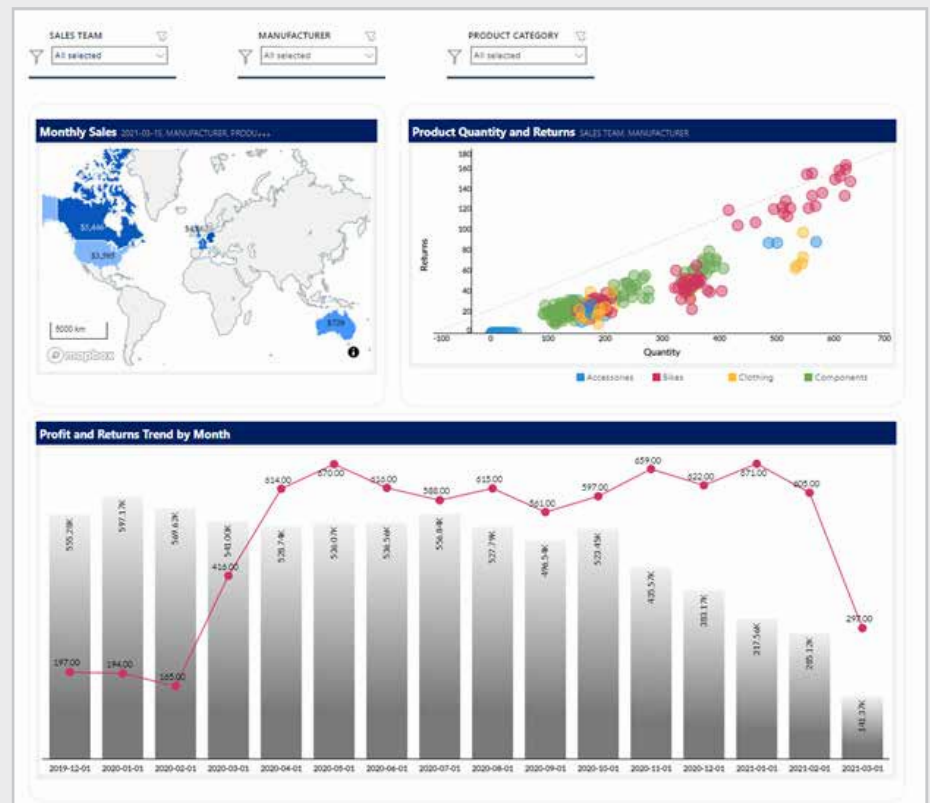
Subtitle

Show Subtitle

Show subtitle on a separate line

Font: **B** *I* ☰ ☷ ☹ **A** ▼

- Run your dashboard

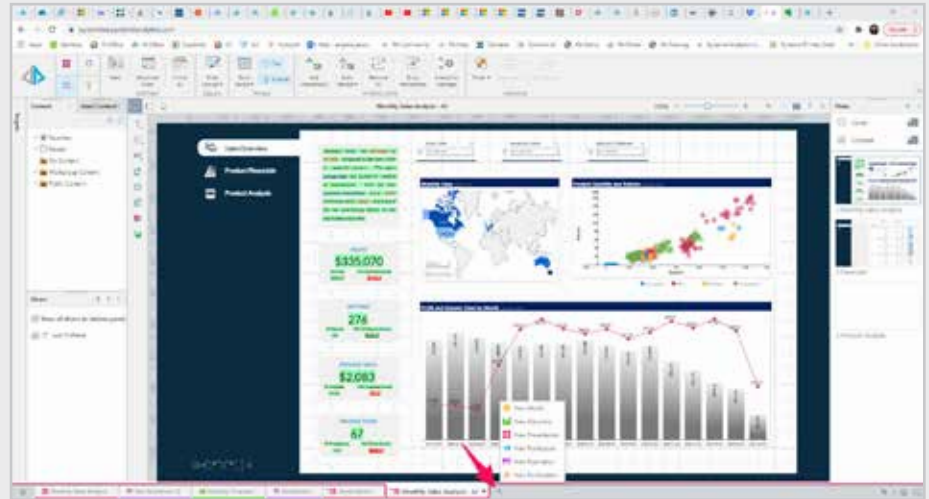


TIP #4

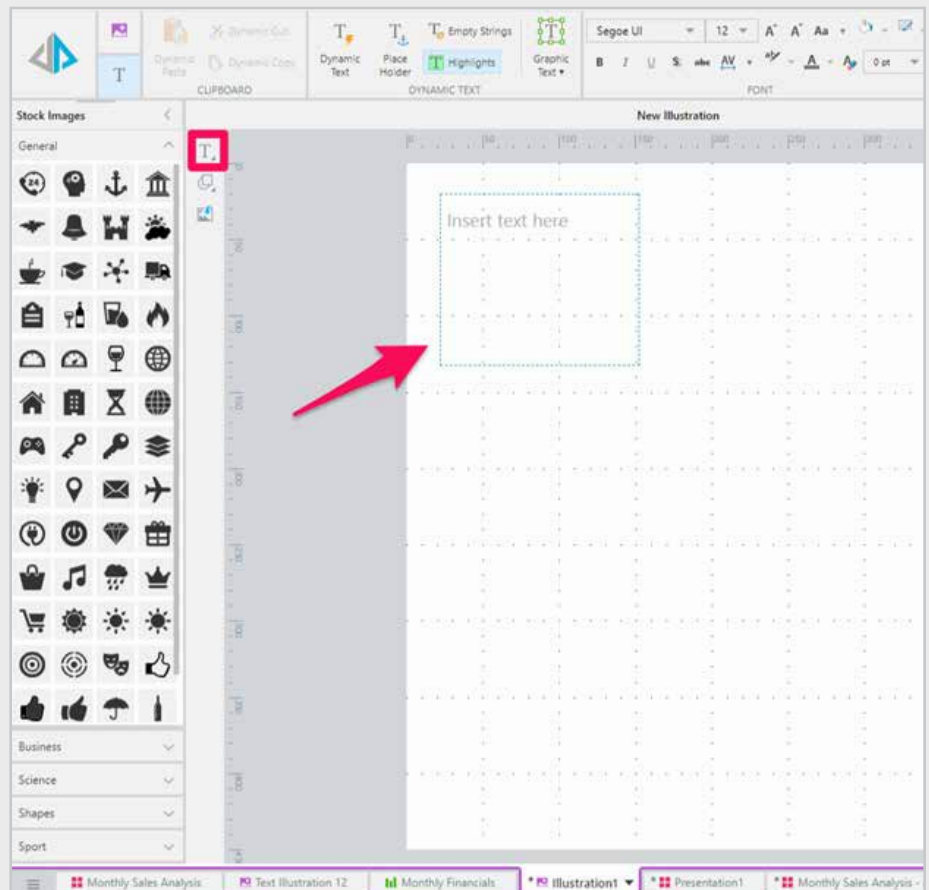
Adding smart insights in your dashboard

When to Use: To enrich any dashboard with additional information, with the output in natural language, of automated AI generated insights based on your data. This helps users add more context to visuals in a dashboard and show valuable insights right away.

- 1 Pick a report that has relevant smart insight information that helps enrich the information in a dashboard
- 2 Open a new Illustration

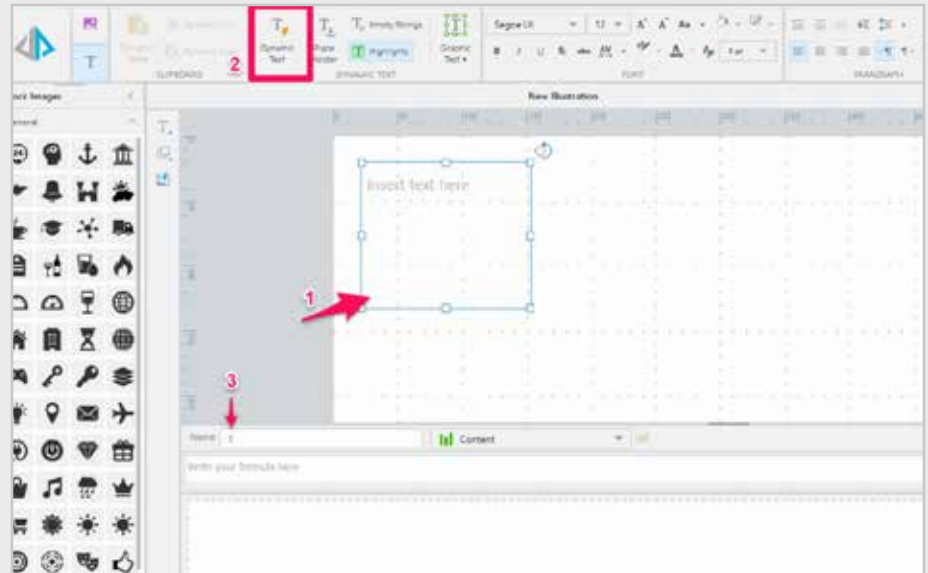


- 3 In your new illustration, add **Text** onto the canvas

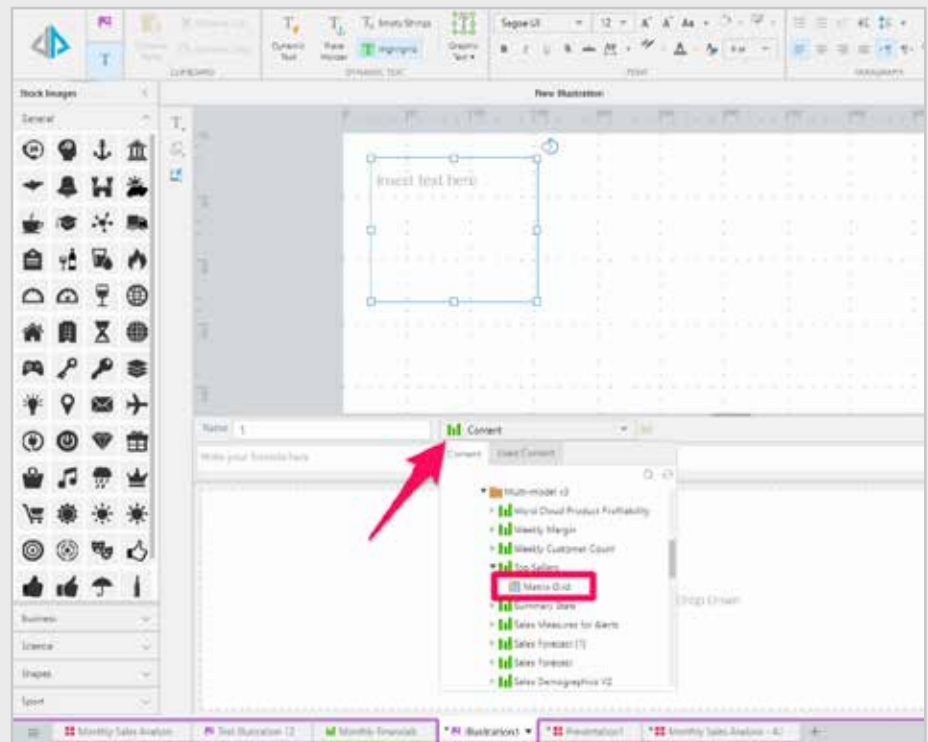


- 4 Click in the text box (1), and select **Dynamic Text** (2) in your components tab. This will open the dynamic text editor, where you will configure your dynamic text (3).

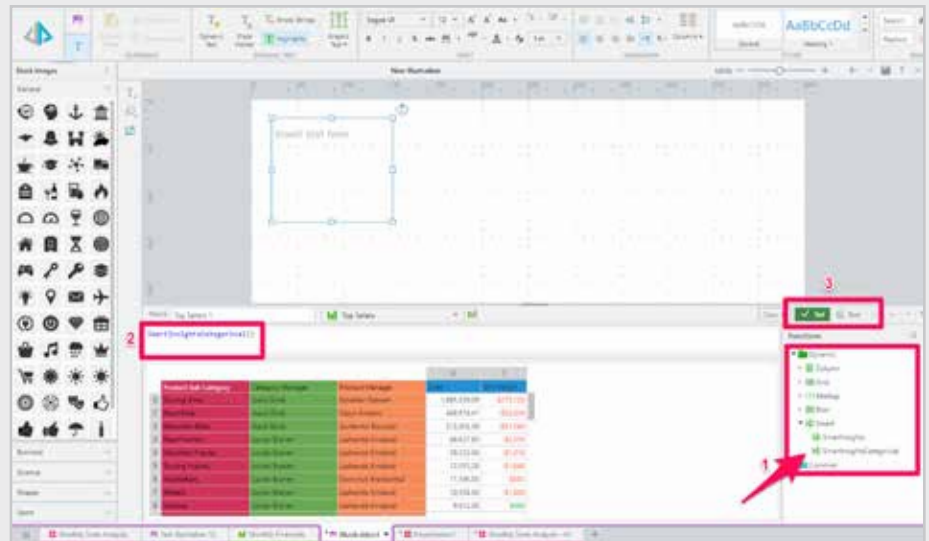
For more information on dynamic text click [here](#).



- 5 Your dynamic text must be based on an existing grid. Open the **Content** tree drop-down and find the required grid; once selected, the grid will appear in the editor.



- 6 Your dynamic text must be based on an existing grid. Open the **Content** tree drop-down and find the required grid; once selected, the grid will appear in the editor.



- 7 Once you click on **Set**, your dynamic text will be displayed in the text box. Format the text and canvas as you wish, and add it to your dashboard!

