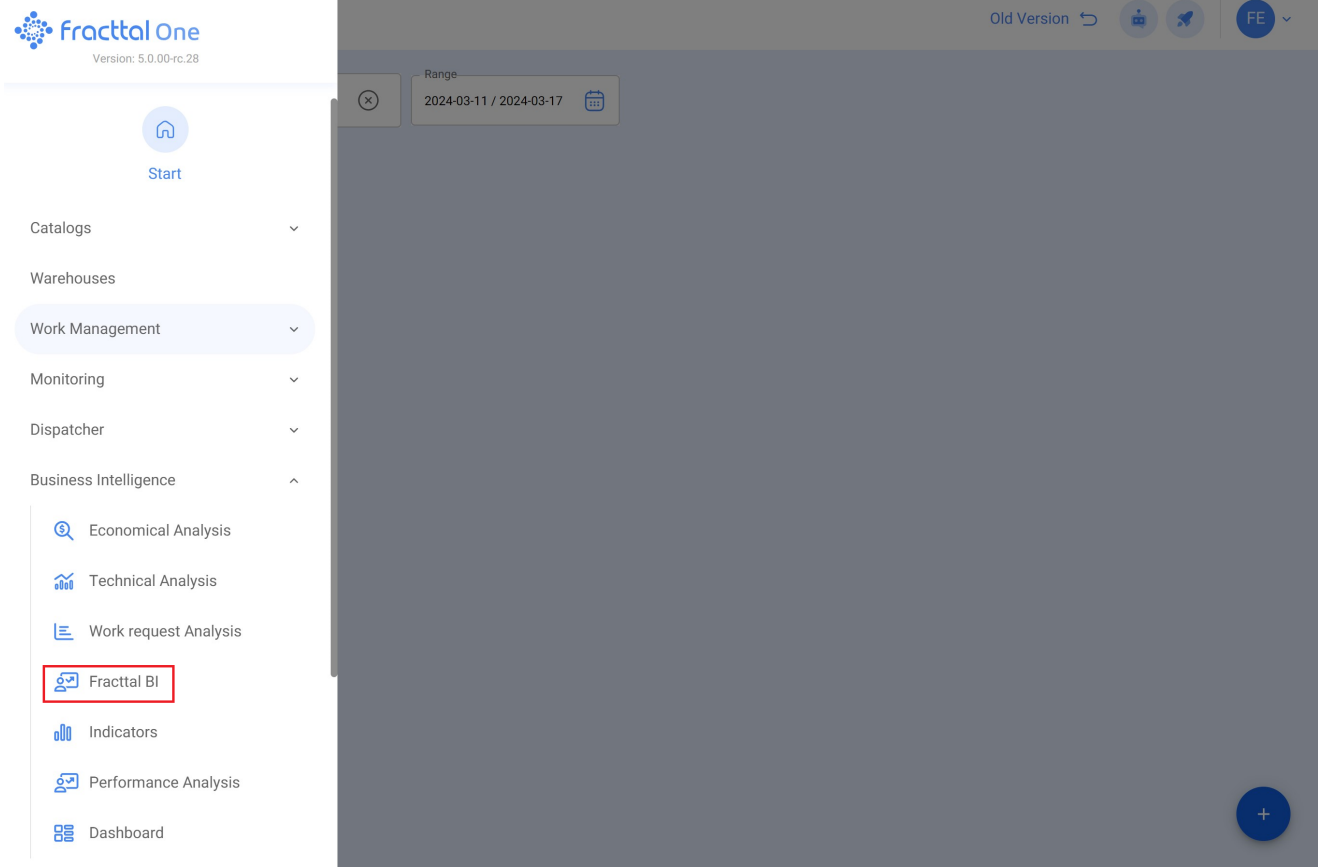
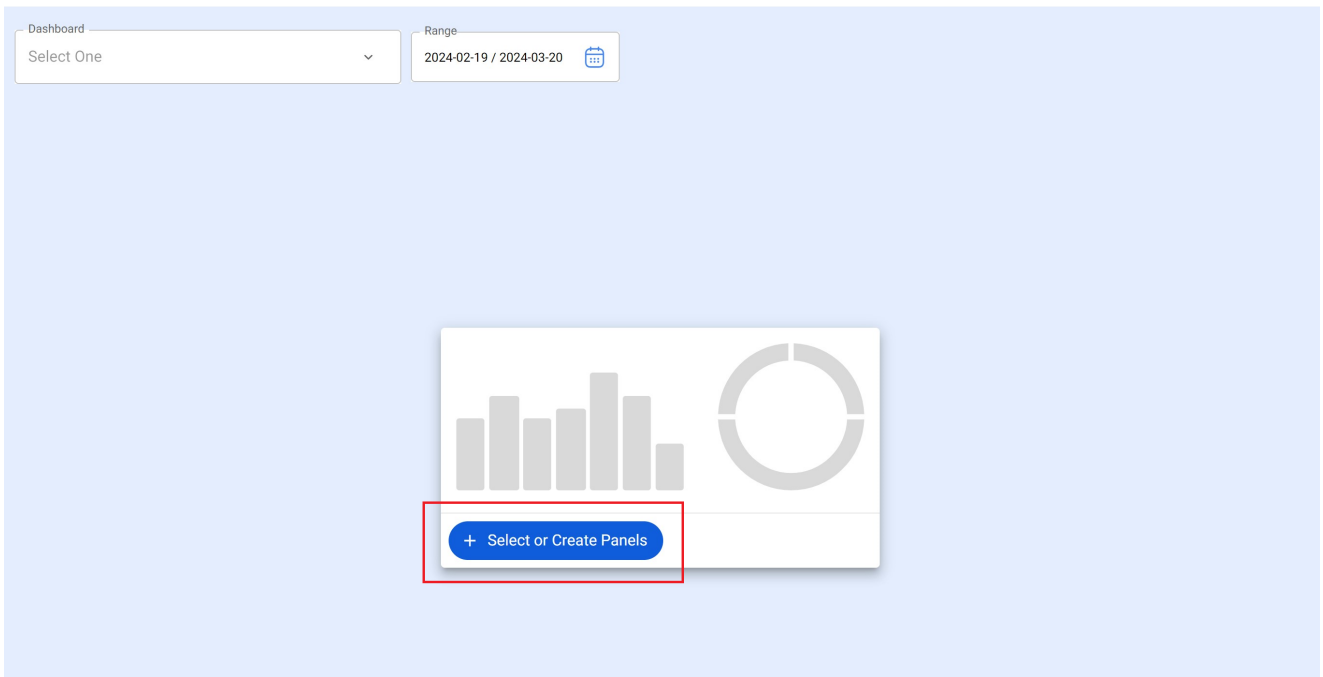


# How to add a panel or dashboard in Fracttal BI?

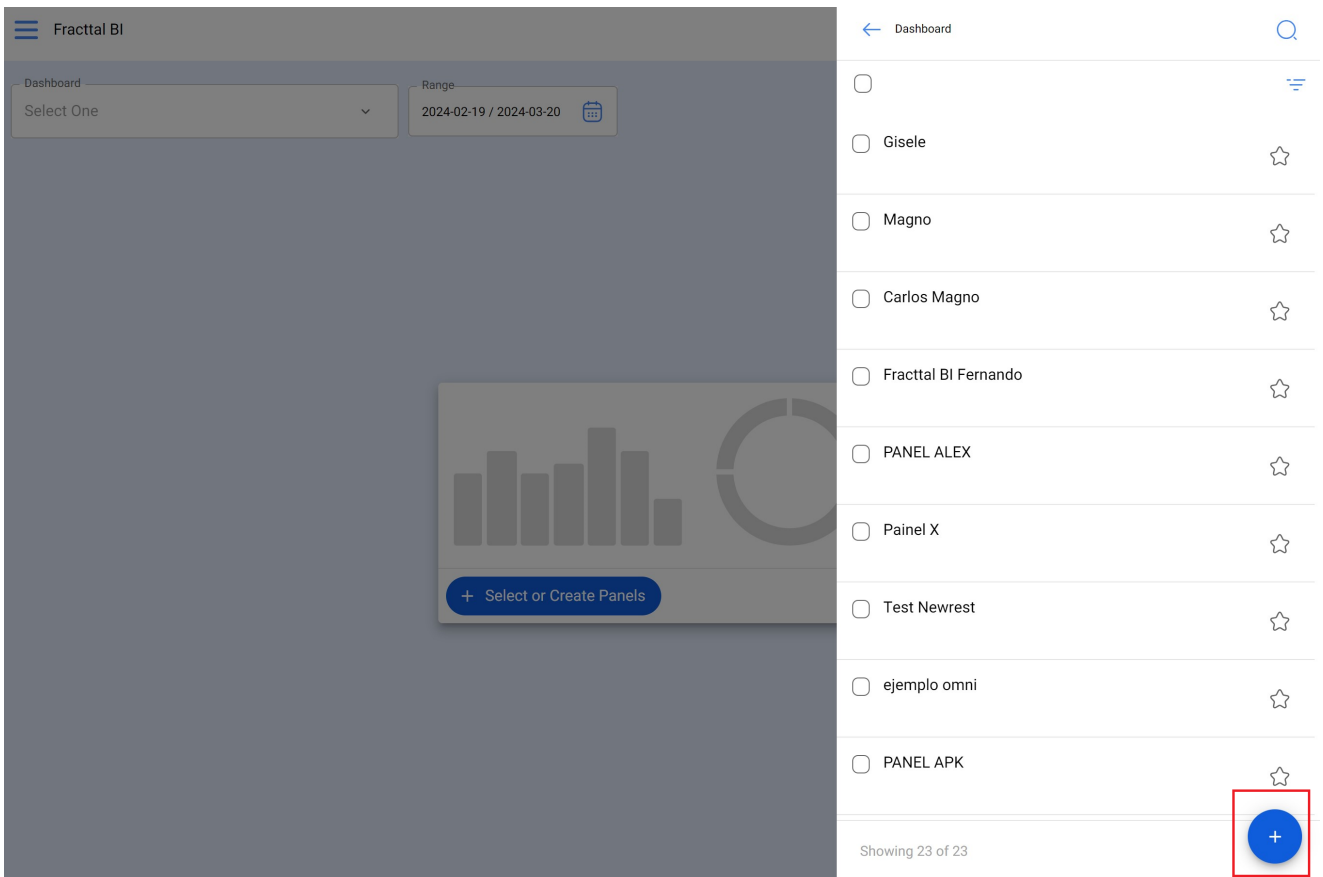
[help.fracttal.com/hc/en-us/articles/25198841436941-How-to-add-a-panel-or-dashboard-in-Fracttal-BI](https://help.fracttal.com/hc/en-us/articles/25198841436941-How-to-add-a-panel-or-dashboard-in-Fracttal-BI)

To add a panel you must first enter the "Fracttal BI" module and then click on the "select or create panels" option.





Once clicked, the system will display a new window with the option to add, when clicked the system will open a new window in which you must add the description and date range (this range is the one that will be taken into account in the analysis) of the dashboard or panel that we want to add.

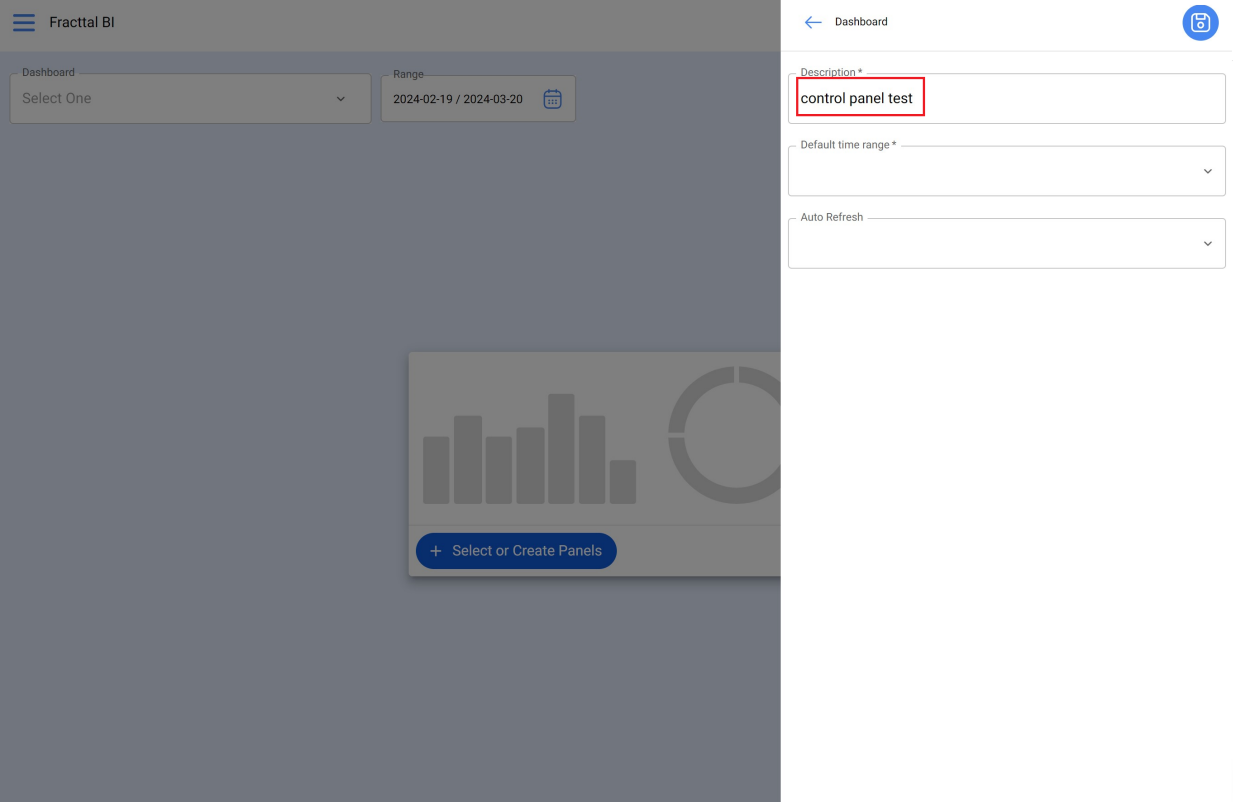


After clicking on the "Add" option, 3 boxes will appear for completion:

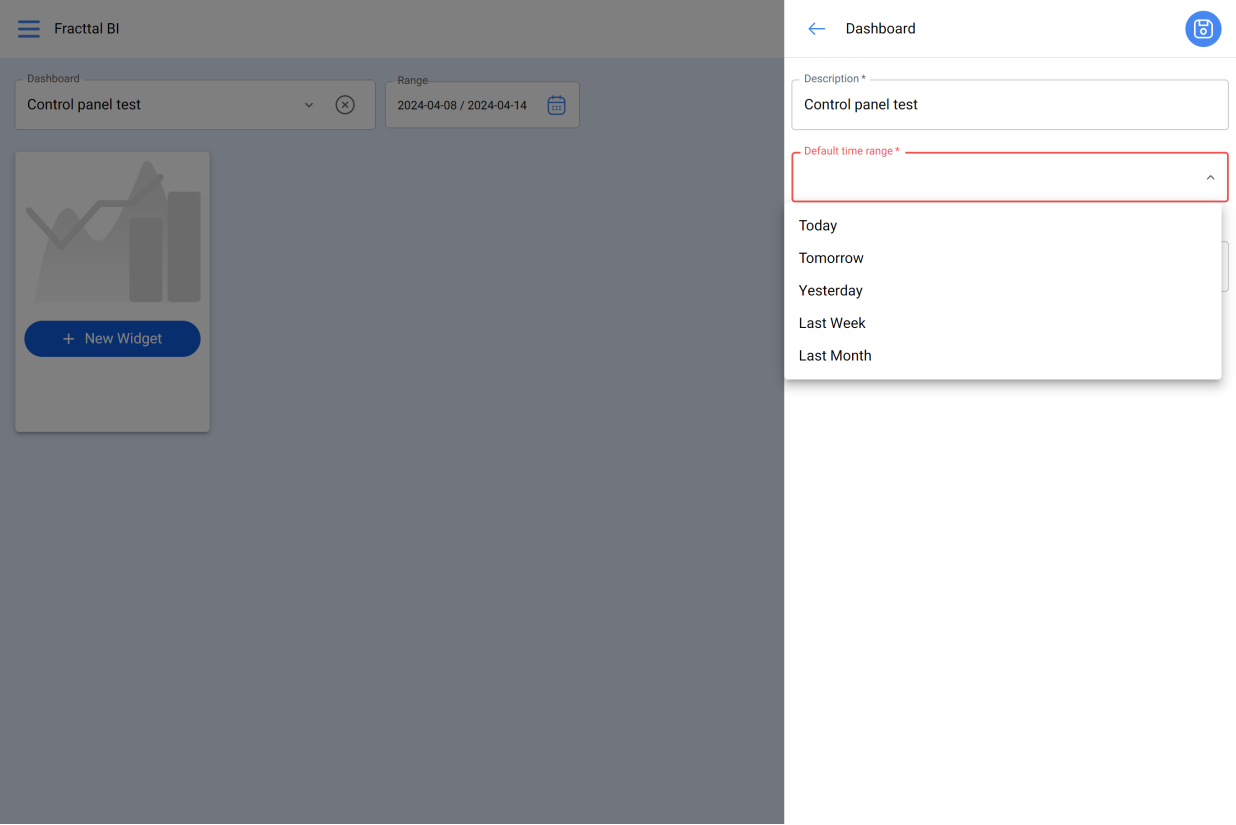
The screenshot displays the Fractal BI dashboard configuration interface. On the left, the main dashboard area is dimmed, showing a header with the Fractal BI logo and a menu icon. Below the header, there are two dropdown menus: "Dashboard" (set to "Select One") and "Range" (set to "2024-02-19 / 2024-03-20"). A central panel shows a bar chart and a pie chart, with a button labeled "+ Select or Create Panels". On the right, a configuration panel titled "Dashboard" contains three input fields:

- Description \***: A text input field with a red border and a red error message below it: "Description can't be blank".
- Default time range \***: A dropdown menu with a red border and a red error message below it: "Range must be greater than 0".
- Auto Refresh**: A dropdown menu with a white border, currently set to "Never".

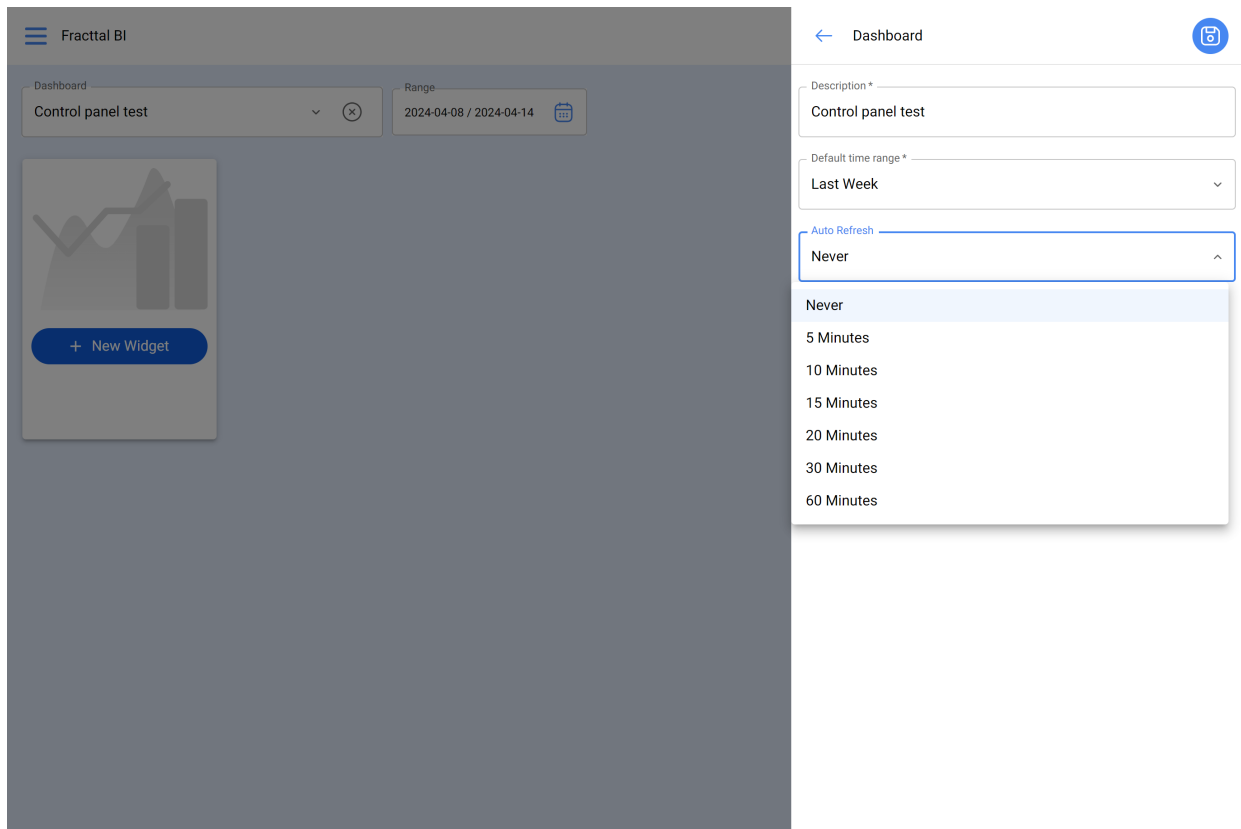
1. **Description:** In this box you add a title that refers to the focus you want to provide in the dashboard to be created.



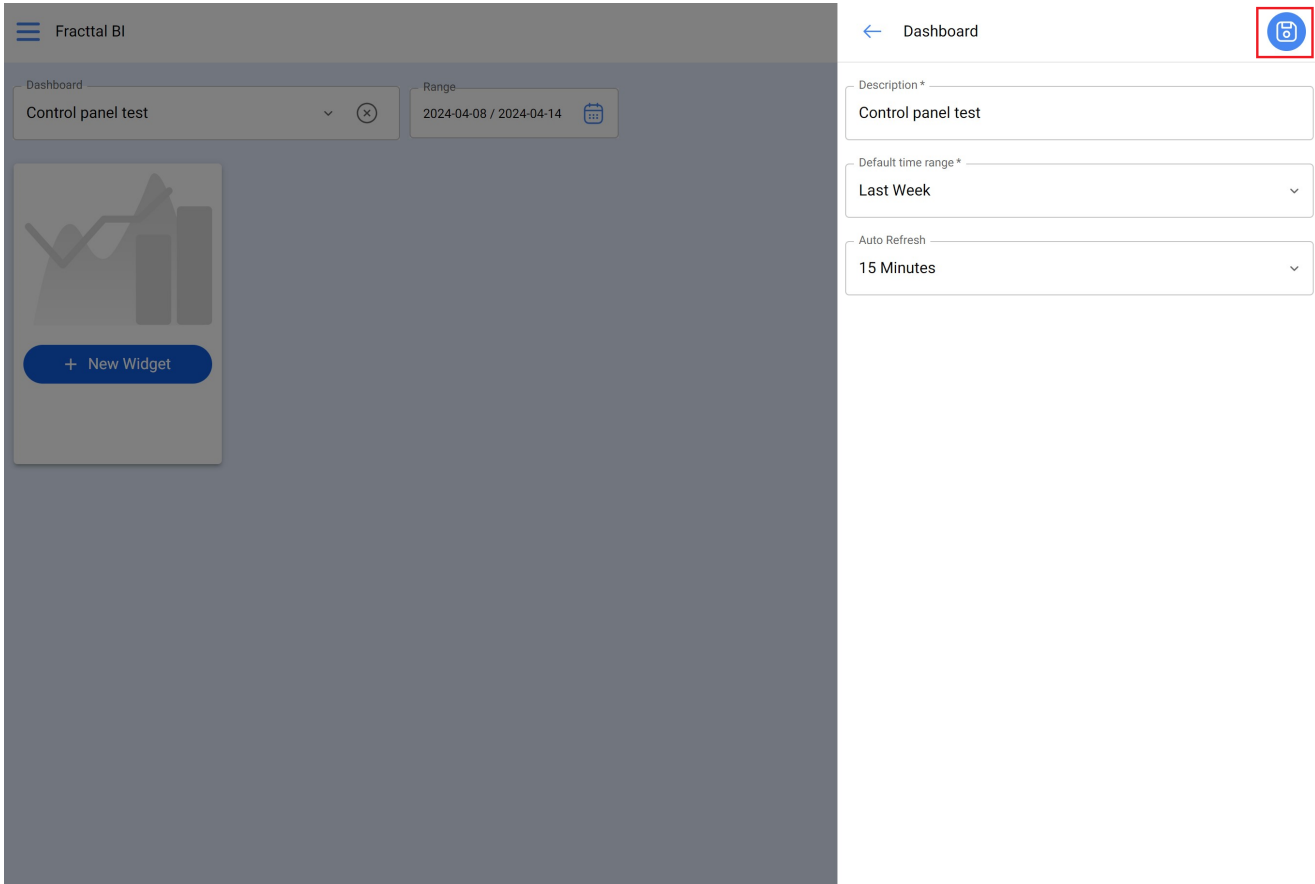
2. **Default time range:** In this box you select the time range to be displayed in the dashboard to be created.



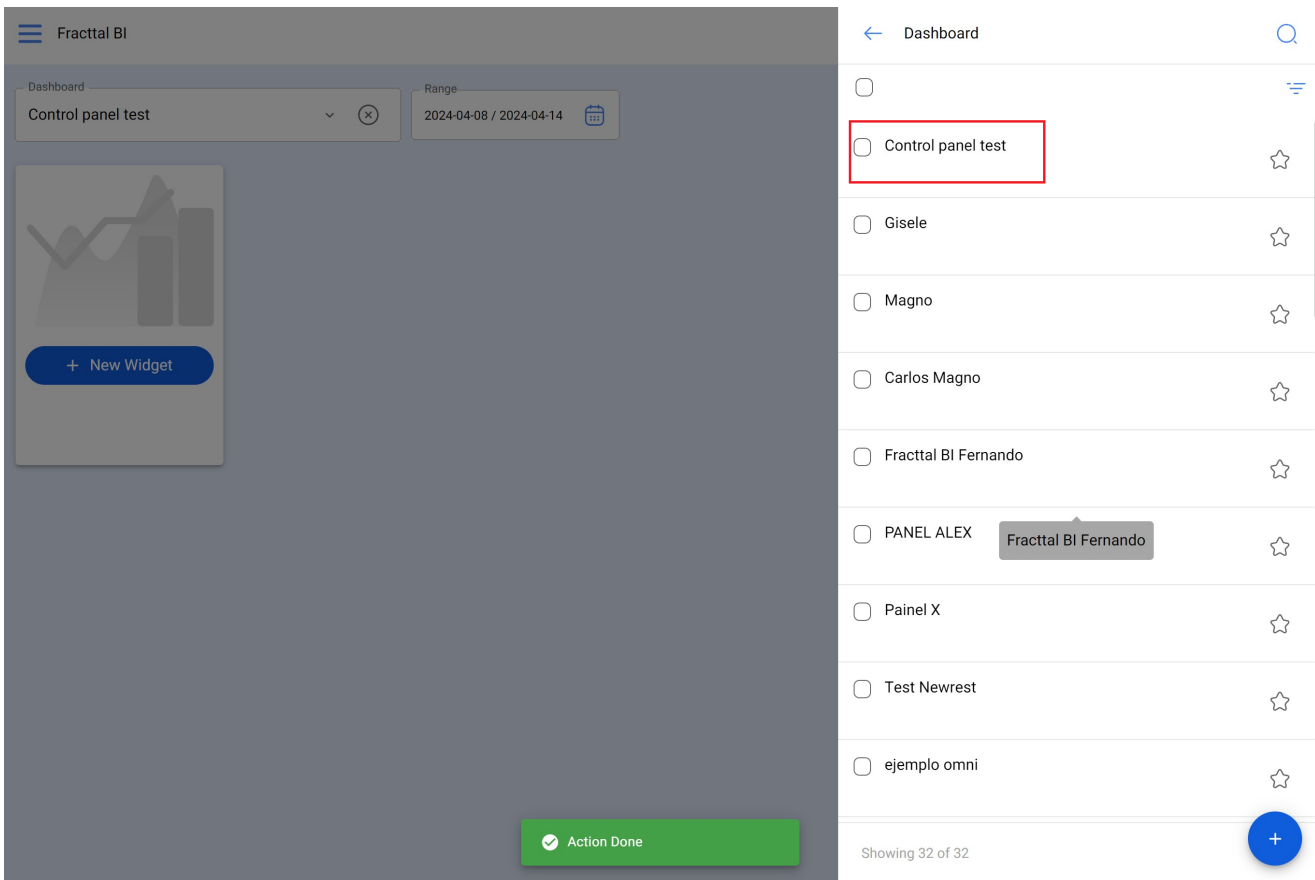
3. **Auto refresh:** In this box you select how often you want the interface to be refreshed to update the dashboard data you have created.



Once the information has been completed, click on the save option for the system to make the changes.



After saving, you will see your dashboard as the first option. Click on it.



Now we have the name of our Dashboard, the next step is to create the widgets:

## What is a widget?

A widget is a graphical component used to provide specific information in a user interface.

[Click here to continue](#)

**Note:** Depending on the contracted plan, you will have the option to add other dashboards, as well as to mark the favorite option.

