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

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.

E Fracttal BI	← Dashboard	Q
Dashboard Range		
	Fracttal Bi Tamayo.	
	Prueba Bi Carlos B	
	Test	
	CARLOS ALFREDO	
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+ Select or Create Panels	Tarefas pendentes	
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After clicking on the "Add" option, 3 boxes will appear for completion:

E Fracttal BI	← Dashboard	3
Dashboard Range Select One 2025-03-31 / 2025-05-06	Description *	
	C Default time range *	~
	Range must be greater than 0	
	- Auto Refresh	
		<u> </u>
+ Select or Create Panels		

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

Fracttal BI		← Dashboard	5
Dashboard Select One ~	Range 2025-03-31 / 2025-05-06	Description *	
		C Default time range *	~
		Range must be greater than 0	
		- Auto Refresh	~
	+ Select or Create Panels		

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

Fracttal BI		← Dashboard
Dashboard Select One v	Range 2025-03-31 / 2025-05-06	C Description *
		Default time range *
		Today
		Tomorrow
		Yesterday
		Last Week
		Last Month
	+ Select or Create Panels	
		•

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.

= Fracttal BI	- Dashboard
Dashboard Range Select One 2025-03-31 / 2025-05-06	Description * Test - Work Orders
	Default time range *
	Auto Refresh Never
	Never
	5 Minutes
	10 Minutes
	15 Minutes
	20 Minutes
	30 Minutes
	60 Minutes
+ Select or Create Panels	

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

E Fracttal Bl		← Dashboard	5
Dashboard Select One ~	Range 2025-03-31 / 2025-05-06	Description * Test - Work Orders	
		Default time range * Last Month	~
		- Auto Refresh 15 Minutes	~
	+ Select or Create Panels		

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

Fracttal BI	← Dashboard	Q
Dashboard Range Select One 2025-03-31 / 2025-05-06		0 = \$
	Test - Work Orders	☆
	Fracttal Bi Tamayo.	
	Prueba Bi Carlos B	
	Test	
	CARLOS ALFREDO	
+ Select or Create Panels	Medidores	
	Tarefas pendentes	
	Compressor B	
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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.

E Fracttal BI	← Dashboard	Q
Dashboard Select One Range 2025-03-31 / 2025-05-06	Test - Work Orders	□ ÷ ☆
	Fracttal Bi Tamayo.	
	Prueba Bi Carlos B	
	Test	
	CARLOS ALFREDO	
+ Select or Create Panels	Medidores	
	Tarefas pendentes	
	Compressor B	
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