

# Creating a Duplicate Chart

Last Modified on 09/15/2023 1:52 pm EDT

Our new Dashboard feature is available upon request for the initial launch phase. Please contact your Customer Success Manager if you'd like to schedule implementation with our Services team.

## Overview

Creating a Duplicate Chart allows users to apply changes to a Chart that do not affect the original Chart.

## User Account Requirements

The user account you use to log into Resolver must have Administrator permission to use the Dashboard Builder.

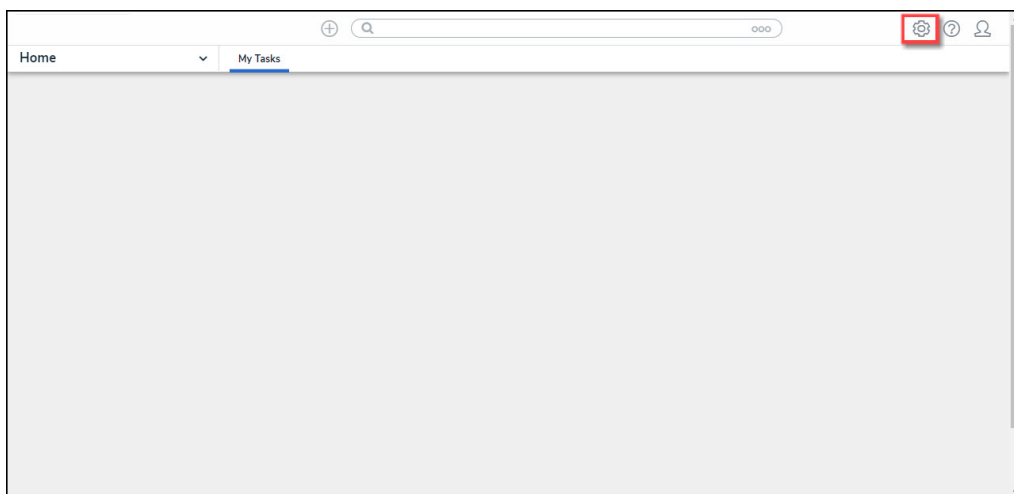
## Related Information/Setup

To add styles to your Chart, please see the link below:

- [Adding Styles to a Chart](#)

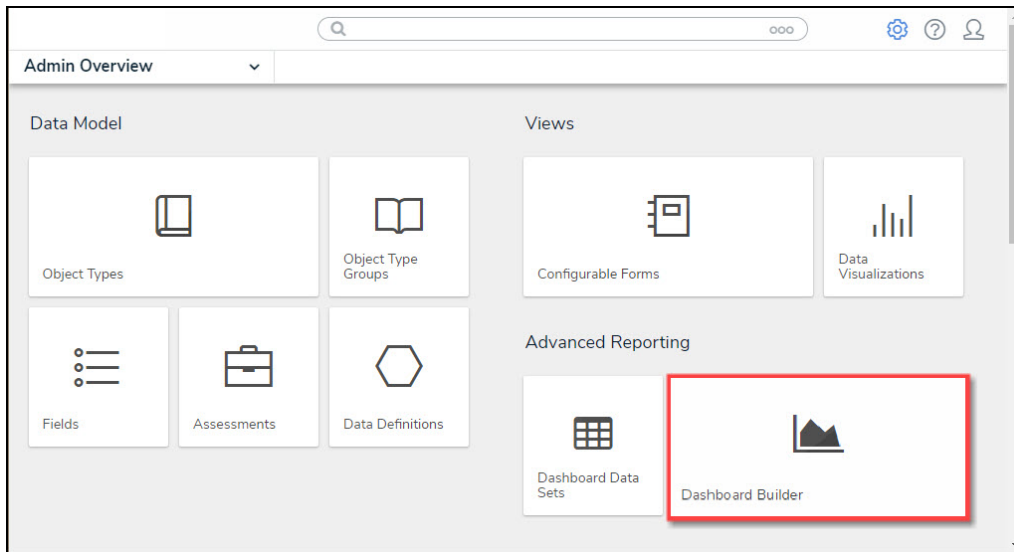
## Navigation

1. From the **Home** screen, click the **System** icon.



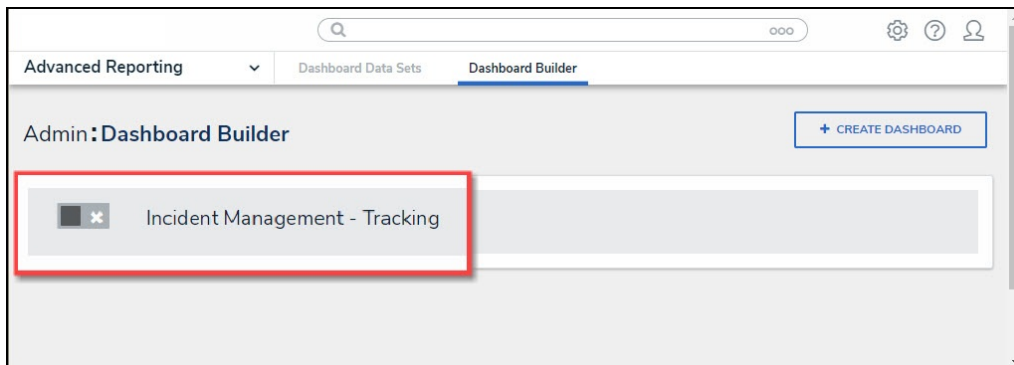
*System Icon*

- From the **Admin Overview** screen, click the **Dashboard Builder** tile under the **Advanced Reporting** section.



*Dashboard Data Sets Tile*

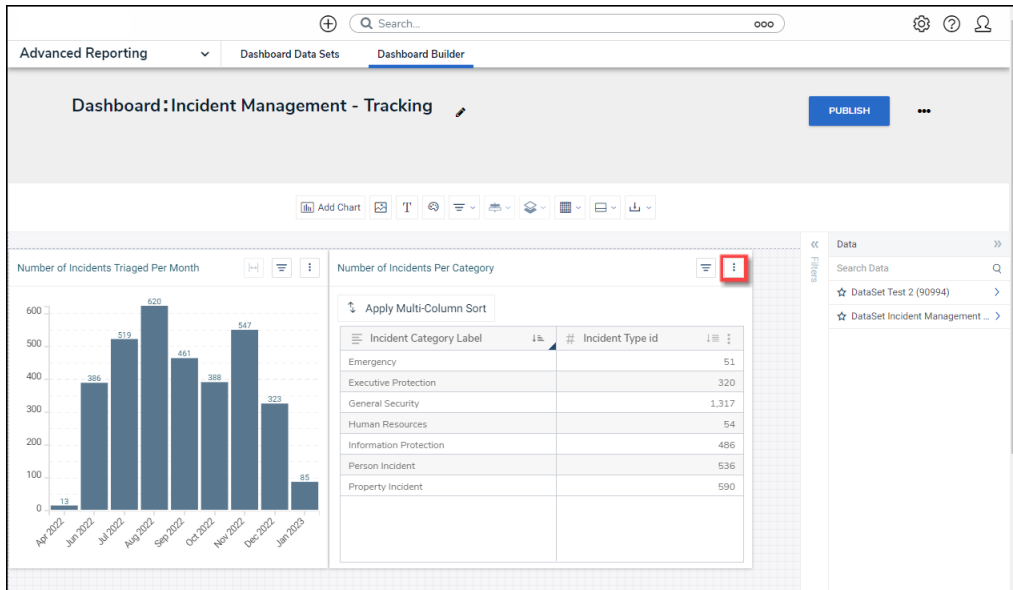
- From the **Dashboard Builder** screen, click a **Dashboard Name**.



*Dashboard Name*

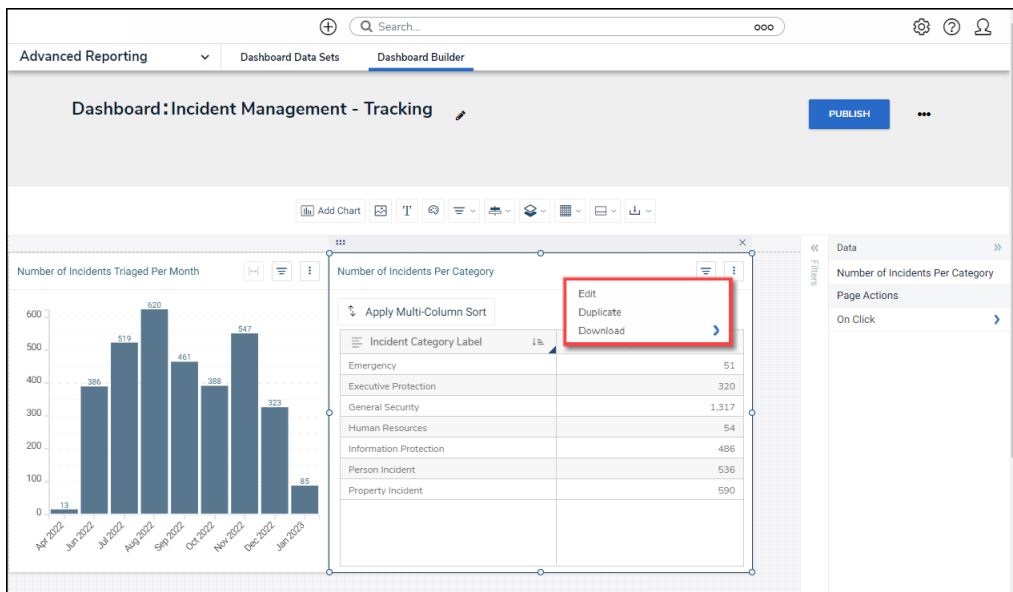
## Creating a Duplicate Chart

- From the **Dashboard** screen, click the **More Options** icon on a **Chart View**.



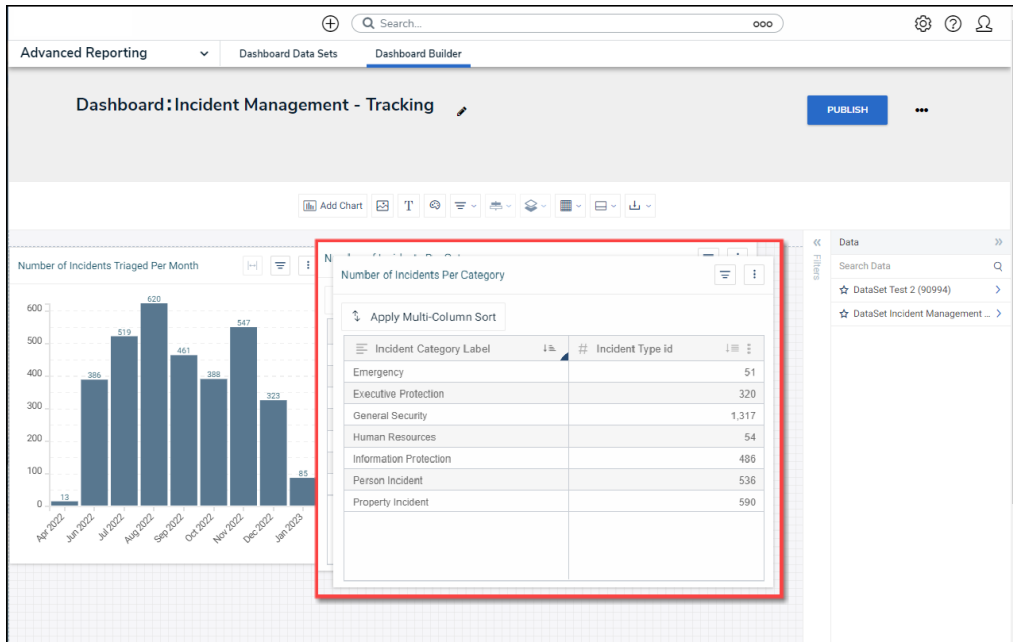
*More Options Icon*

2. Click the **Duplicate** option from the **More Options** dropdown menu.



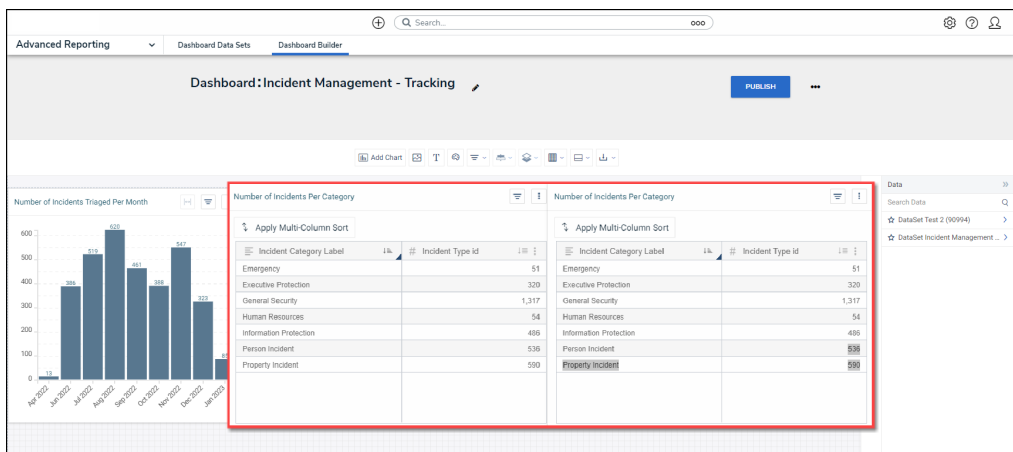
*Duplicate Option*

3. The Duplicate Chart will appear, overlapping the original Chart.



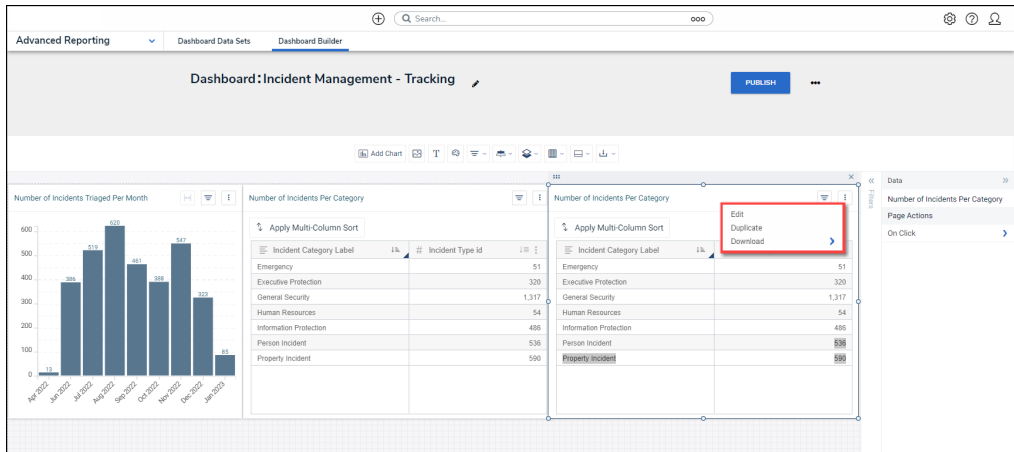
*Duplicate Chart*

4. Click the Duplicate Chart and drag and drop the Chart into position on the Dashboard.



*Duplicate Chart*

5. **(Optional)** Click the **Edit** option from the **More Options** dropdown menu to apply edits to the Chart.



*Edit Option*