

7.0 Dashboards

# 7.0 Dashboards

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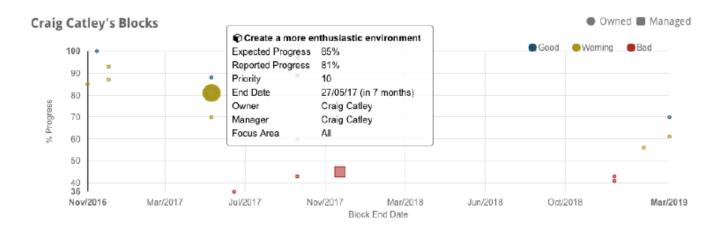


### News

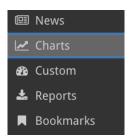


This section displays a newsfeed view of all updates to Blocks, Risks and Metrics relevant to your strategy. Every new update is highlighted in blue.

### Charts



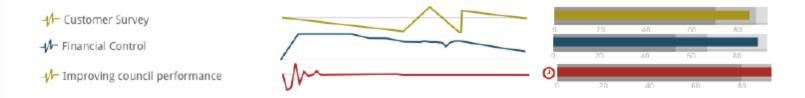
#### **Personal Charts**



This section allows you to have a complete overview of each users strategic activity regarding their owned and managed Blocks. Each Block when hovered over displays that Blocks progress and priority as well as additional information.

This Chart shown above, is displayed in a timeline format showing where an individual Block sits in terms of Progress in relation to it's End Date. The color of the Block icons represent the Health of that Block in accordance to its Progress on the timeline.







- -3% Block Progress Variance (এঁ 2)
- 14% Total Metrics Variance (ଐଦ 2)
- 14% Fixed Costs
- -45% Total Risks Contribution (△□ 2)
- -45% Failure to achieve joint outcome
- -45% Income reduction

#### Blocks

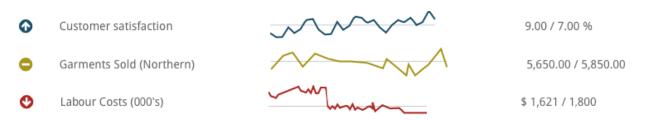
This section displays all the 'Blocks' of that chosen user, showcasing each Blocks Health and Progress shown in Milestone sequences. If you click on any 'Block', it will direct you to the Blocks Tree, giving you a full view of your physical Block. If you further hover your cursor over limits icon, it will show you your Health in terms of %.

Clicking on the drop down arrow on the title allows you to view more of your Blocks, Metrics or Risks.



#### Charts





This section displays all the Metrics that the user owns showcasing how well that Metric is doing.

### Risks

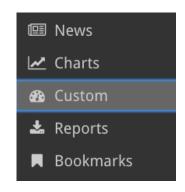
A	Technology infrastructure	No action required
A	Failure to achieve joint outcome	1- Corporate Partnership Register

The sections next to each Risk states the stage that each Risk is currently at. For example, the Risk Failure to achieve joint outcome has been Triggered, therefore, the previously entered post-event response steps are displayed explaining the action required (optional) to set about mitigating that Risk.





#### Custom

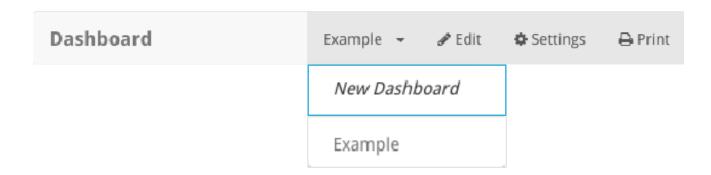


This section allows you to create a personal dashboard which displays live dashboard reports of your company's Blocks, Metrics and Risks that you or your company are interested in following.

This feature also allows you to construct what you have created into a visually appealing report, presentation or handout.



## Creating a Dashboard



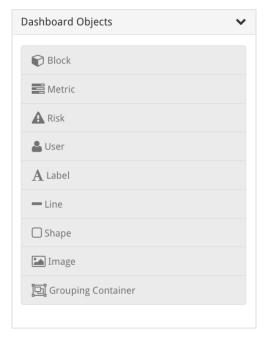
Clicking New Dashboard allows for a new Dashboard to be created. Clicking save within your Dashboard provides you with settings allowing you to name your Dashboard as well as provide a description, screen type, size dimension of your Dashboard as well as other additional features.

# To add Blocks, images....



Selecting this icon takes you to an options menu. If you select Dashboard Objects, it will provide you with a number of features that you are able to add your new Dashboard.







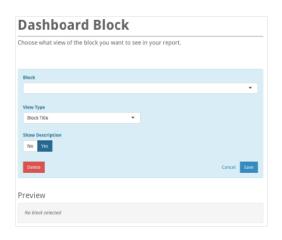
# Creating a Dashboard

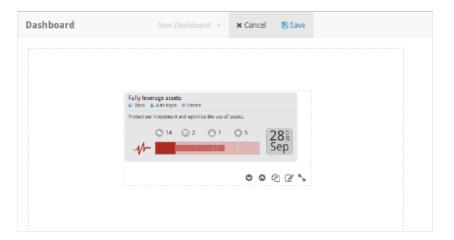
If, for example, you would like to add a Block onto your Dashboard, click and drag the Block tab onto your Dashboard which will appear on your page as shown above.

To choose which Block you would like to appear click on the small pencil icon. You will then be able to select what Block you would like and how you want it to be displayed. Clicking save will show the Block to appear onto your Dashboard.



**Training Guides** 



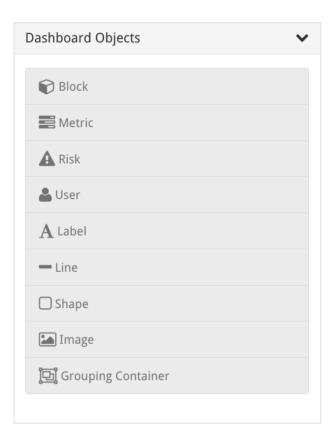


# Creating a Dashboard

The screen on the left is the screen you will be presented with once you select the pencil icon, allowing you to choose between any Block within your strategy as well as how you would like it displayed.

The icons on the right image are to use when positioning objects so that they can be either displayed on top of another Dashboard object or hidden behind.





## Creating a Dashboard

Similar to the method in adding a Block, adding Metrics, Risks and User(s) follow a very similar method, the only difference being that you will select the Metric, Risk or User you would like displayed.

To delete or change a Dashboard object that has already appeared on your Dashboard, simply click the pencil icon that you had previously used to select your original object and click the delete button.

# Example of a metric







\$ 5,674,732.00 / 4,345,845.00









Custom

## Creating a Dashboard

**Dashboard Objects** 

**Block** 

**Metric** 

A Risk

User

A Label

— Line

Shape

Image

回 Grouping Container

The last features including Label, Line, Shape, Image and Grouping Container are all additional design features, allowing you to build a visually appealing Dashboard.

Allows you to create titles that can be changed to the font size, color and style that best suits your layout.

This design feature allows you to create lines that can be created to align in a variety of directions along with choosing color, thickness, type and transparency.

Similar to the line feature, the shape feature allows you to create shapes of different colors, sizes, style, thickness and transparency.

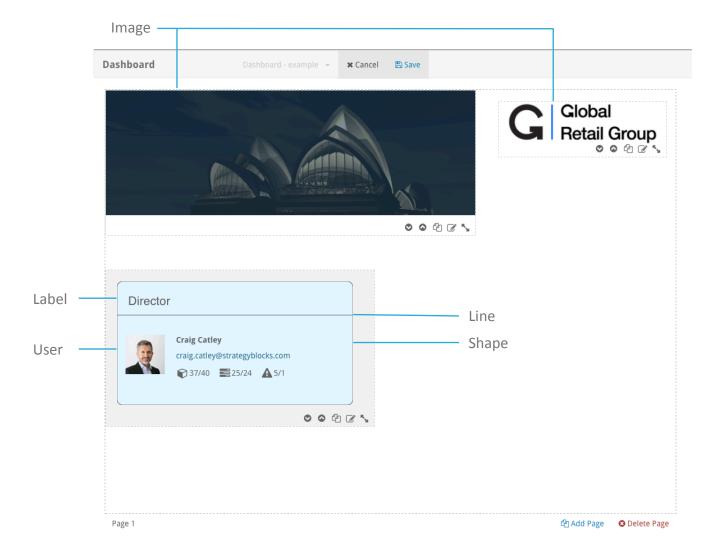
This feature allows you to upload images to use within your Dashboard.

A square will be created allowing you to drag objects into it. Once saved, you can drag the container around the Dashboard helping you to organize groups of widgets.



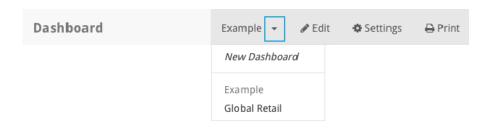
Custom

# Creating a Dashboard





### Switch between Custom Dashboards



You can switch between your created Custom Dashboards by clicking on the drop down arrow above and selecting between your different Dashboards or can create a new Dashboard.

### Print Custom Dashboard



Print your Custom Dashboard by clicking the Print button which downloads your Dashboard as a printable PDF document.



#### Reports

You can email or download a variety of reports as well as data sets which can be used in external reporting tools. Some of these reports are specific to objects that you own or manage, while the others (e.g., SQLite) are only restricted by access controls.

	Report Type		Formats
My Blocks	No Yes	JPEG	No Yes
My Metrics	No Yes	PDF	No Yes
My Risks	No Yes	CSV	No Yes
Closed Blocks	No Yes	HTML	No Yes



# Reports

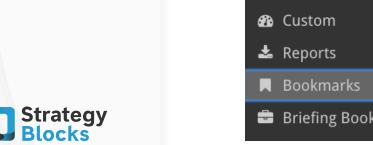
If you don't own any objects, these options will be disabled.

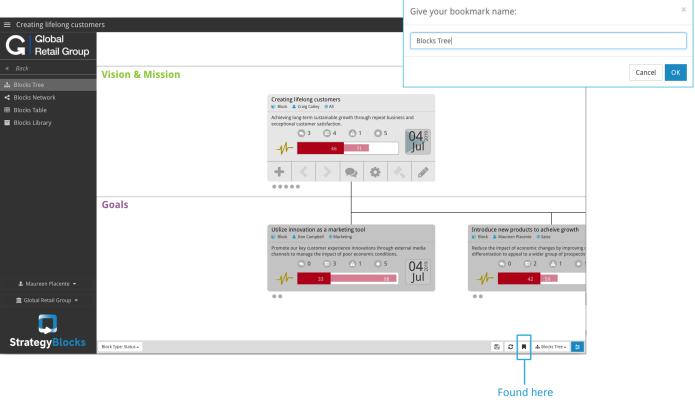
The Report will be sent to the email that you input under Your Settings > Account. You are welcome to change this email at any point if you wanted to send a particular Report to a certain email. To send a Report, select an available Report type then choose the format that you wish that Report to be formatted within.



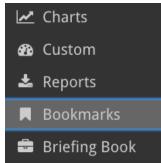
**Training Guides** 







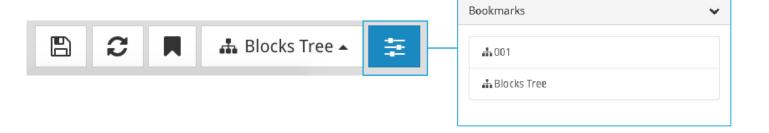
### **Bookmarks**



This feature allows you to capture any page within your strategy that you wish to go back to later.

Firstly click the Bookmark icon highlighted above. A screen asking you to name the Bookmark will appear. Remember, you must name it otherwise it will not save your Bookmark.

7.5
Bookmarks



#### **Bookmarks**

To refer back to your previously saved Bookmark anywhere in your strategy, click on the icon highlighted above and select Bookmarks. All the Bookmarks that you have saved within your strategy will appear under this tab.

To access your Bookmarks directly in order to edit the title, description or to delete the Bookmark, refer back to your Bookmark tab under Dashboard.



**Training Guides** 



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