

# Copy a chart


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If you want to duplicate a useful chart or widget, you can copy it to a new region in a dashboard. Copied widgets must be saved to a dashboard. Copied widgets are always placed into a new region, which you can later modify.

1. Log into the Discover or Command appliance and then click **Dashboard** at the top of the page.
2. Select a dashboard that contains the chart or widget that you want to copy.
3. Click the title.



**Note:** You cannot click the title of a text box widget. To copy a text widget, you must first [edit the dashboard layout](#). Click the command menu  in the upper right corner of the text box widget, and then complete step 4.

4. Hover over **Copy to...** to expand a drop-down list and then make one of the following selections:
  - Select the name of an existing dashboard from the list. The dashboard list is ordered from the most recently created dashboards (at the bottom) to the oldest dashboards (at the top).
  - Select **Create Dashboard**. In the [Dashboard Properties](#) window, type a name for the new dashboard and then click **Create**.

## Next steps

- [Edit a dashboard region](#)
- [Edit a dashboard layout](#)
- [Edit a chart with the Metric Explorer](#)