Create a dashboard collection

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You can create a collection to organize dashboards that you own and that have been shared with you.

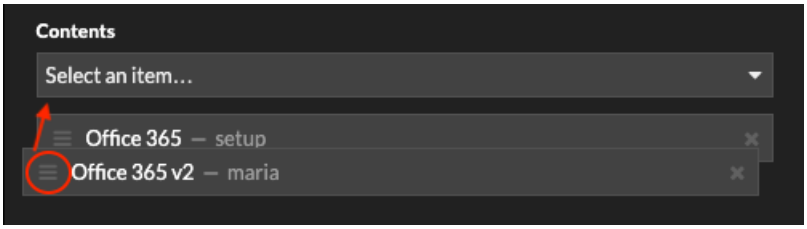
Here are some important considerations about dashboard collections:

- Your user privileges determine whether you can create and share collections.
- You can add any dashboard to a collection that you own or have permission to view or edit.
- You can add a dashboard to multiple collections.
- You can share a collection if you own or have edit permission for all of the dashboards in that collection.

1. Log in to the ExtraHop system through `https://<extrahop-hostname-or-IP-address>`.
2. At the top of the page, click **Dashboards**.
3. Click **Collections** at the top of the dashboard dock and then click **Create Collection** at the bottom of the dock.
4. In the **Name** field, type a unique name for the collection.
5. Optional: In the **Description** field, add information about the collection.
6. Optional: Type the name of a user or group in the **Sharing** drop-down list, select from the search results, and then click **Add**.
7. Type the name of a dashboard in the **Contents** drop-down list and then select from the search results.

   The name of the owner is displayed for each added dashboard.

   Tip: The dashboard at the top of the list is displayed by default when the collection is selected in the dashboard dock. Click and drag the icon next to a dashboard name to re-order the list.



8. Click **Save**.
   The collection is added to the dashboard dock.

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