Copy a dashboard

Published: 2024-04-02

If you want to duplicate a useful dashboard, you can copy a dashboard and then replace or modify sources to display different application, device, or network data. You can only copy one dashboard at a time.

> **Note:** If you only want to copy a dashboard so you can change the source across the entire dashboard, you might want to consider creating a dashboard with dynamic sources ⧉ instead of making multiple copies of a single dashboard.

1. Log in to the ExtraHop system through `https://<extrahop-hostname-or-IP-address>`.
2. At the top of the page, click **Dashboards**.
3. From the dashboard dock, select a dashboard that you want to copy.
4. Click the command menu ⋮ in the upper right corner of the dashboard page.
5. Click **Copy** and complete one of the following steps:

   - Click **Keep Sources** to maintain the original data configurations in the new dashboard.

     > **Note:** When you copy a dashboard with dynamic sources, the original data configurations are automatically maintained.

   - Click **Modify Sources**, which helps you to immediately update every region, chart, and widget within the copied dashboard with another source, and then complete the following steps:

     1. In the right pane of the Modify Sources window, click a source name. A search field opens.
     2. Type the name of a new source and then select the source from the drop-down list. Repeat this step if the dashboard contains more than one source that you want to replace.
     3. Click **Create Dashboard**.

   A copied dashboard with a modified version of the original title is created.

6. To rename the copied dashboard, complete the following steps:

   a) Click the command menu ⋮ in the upper right corner and the page.
   b) Select **Dashboard Properties**.
   c) In the Title field, type a new name.
   d) Click **Save**.

      > **Tip:** To quickly copy a dashboard, type the keyboard shortcut `CD` and then update Dashboard Properties ⧉ or modify sources.

Next steps

- Edit a dashboard region ⧉
- Edit a chart with the Metric Explorer ⧉
- Edit dashboard layout ⧉