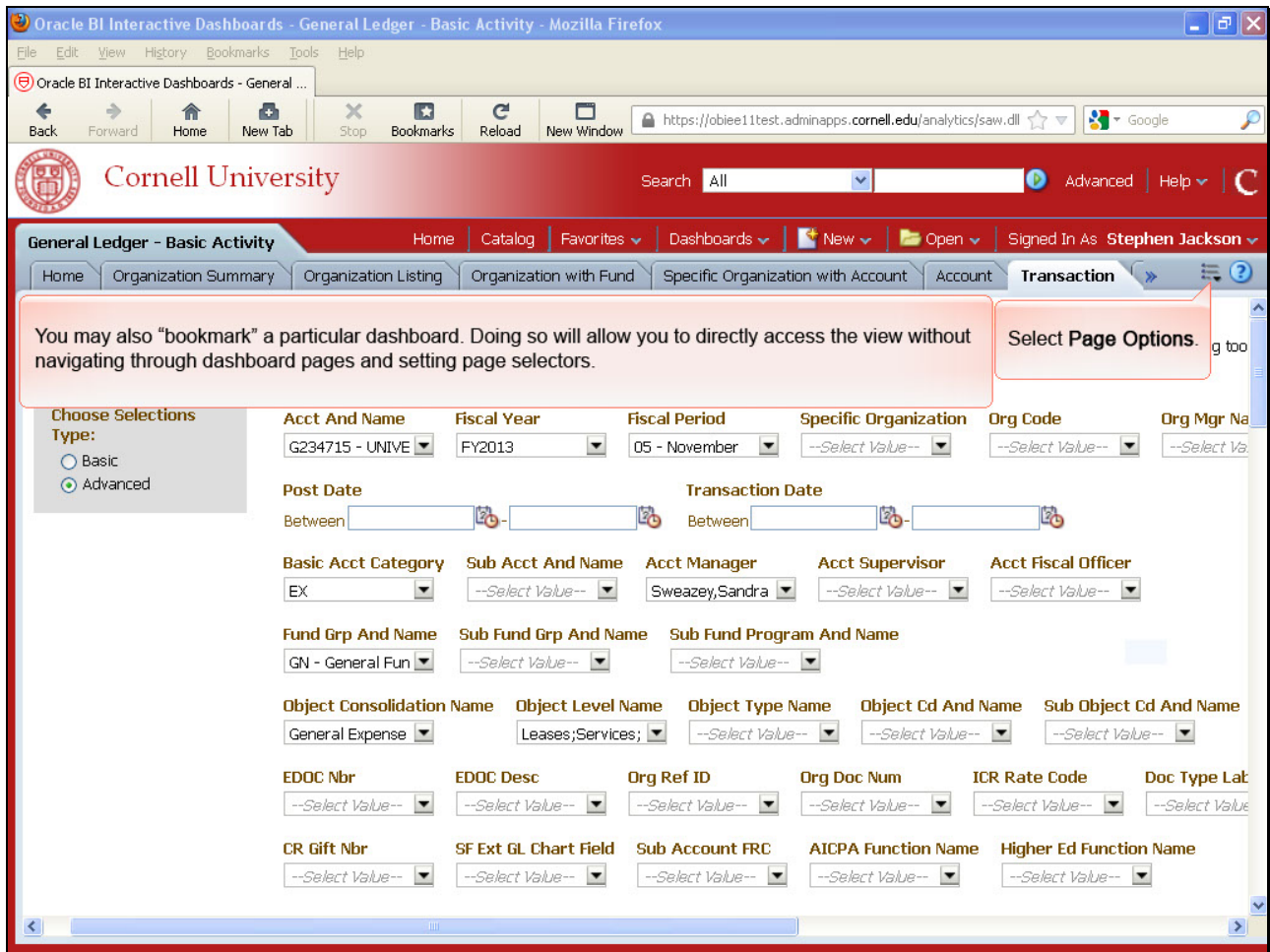
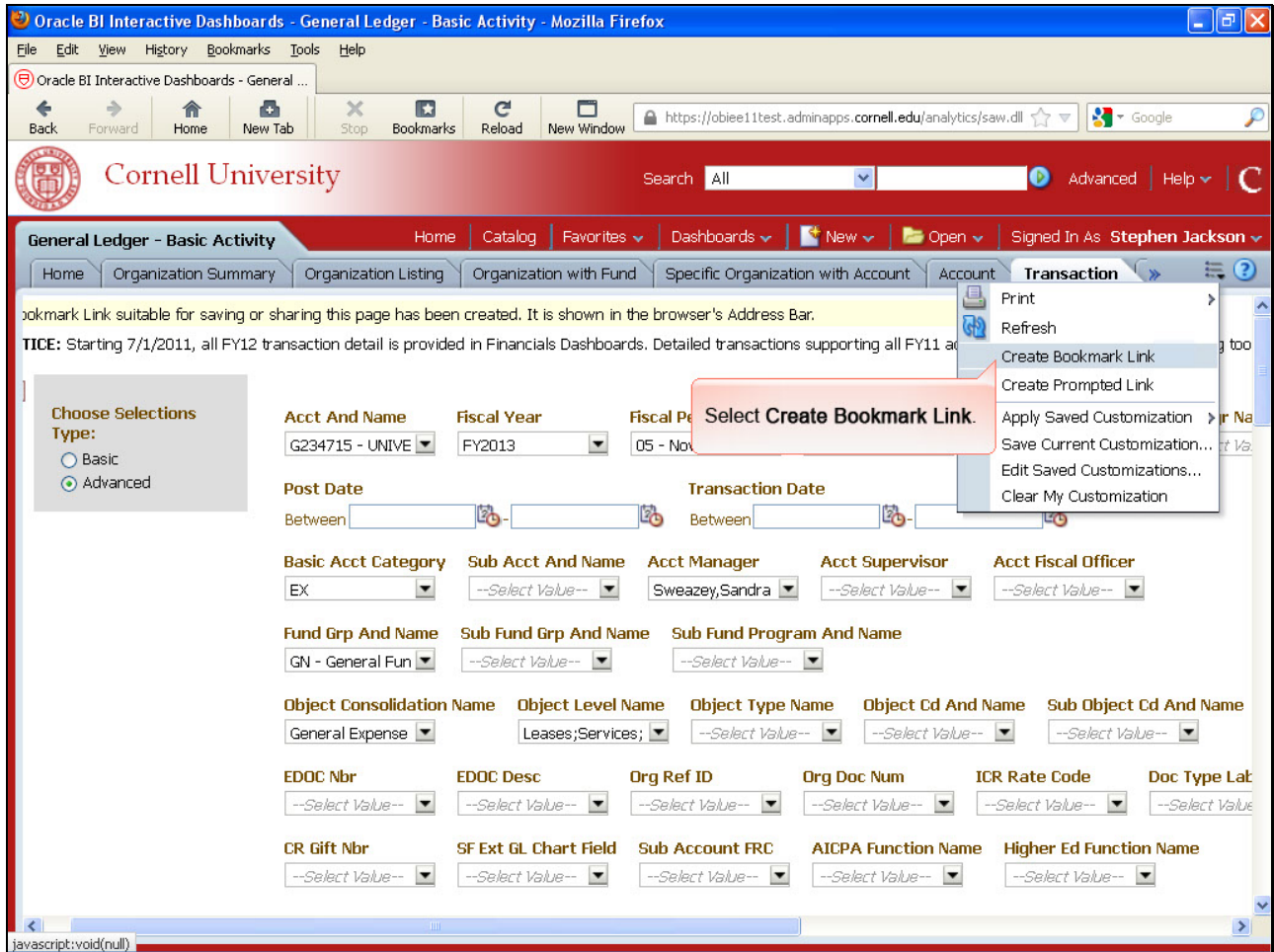


Chapter 12: Bookmarking Dashboards to Share or for Future Use

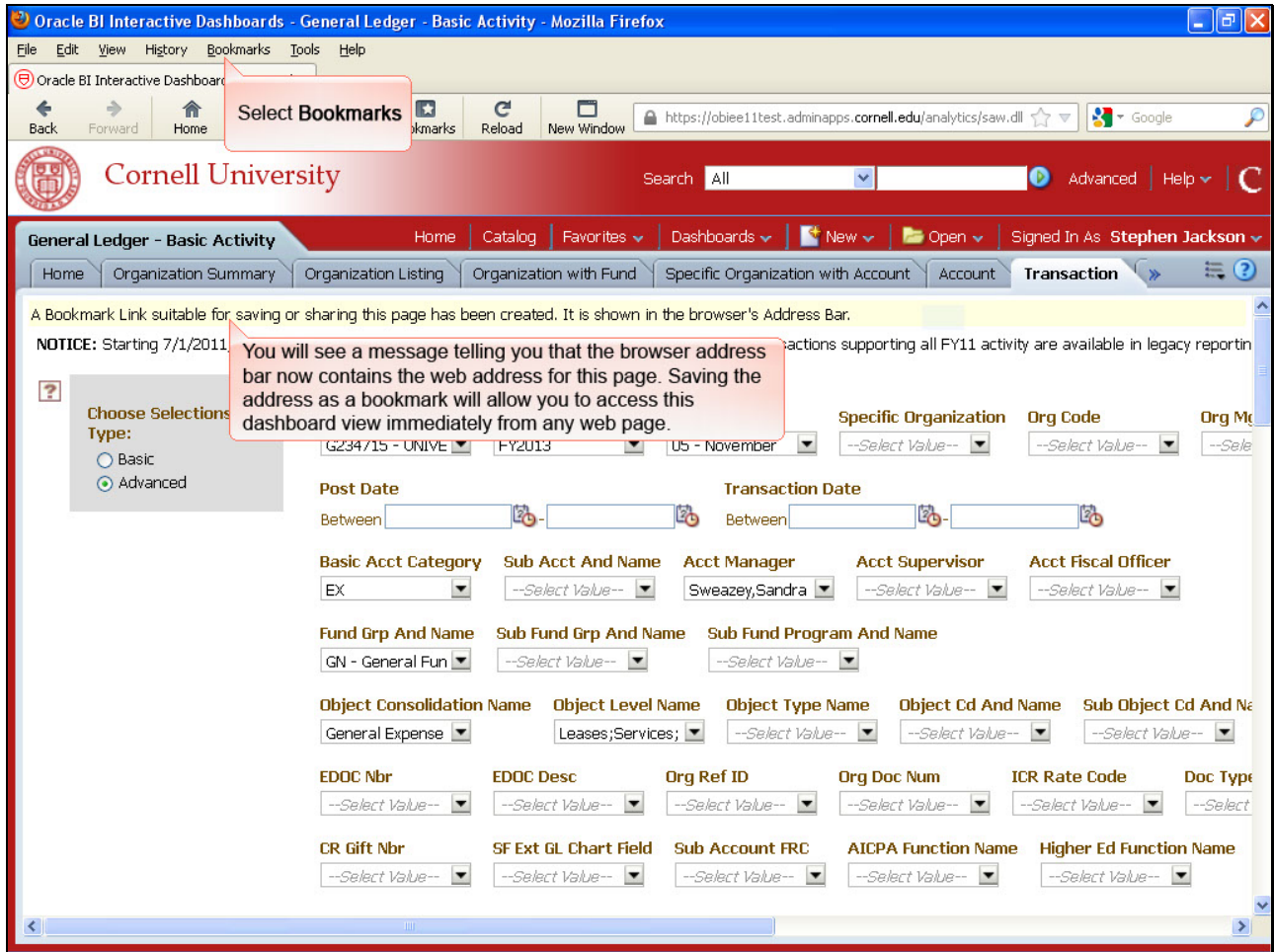


You may also "bookmark" a particular dashboard. Doing so will allow you to directly access the view without navigating through dashboard pages and setting page selectors.

Select **Page Options**.

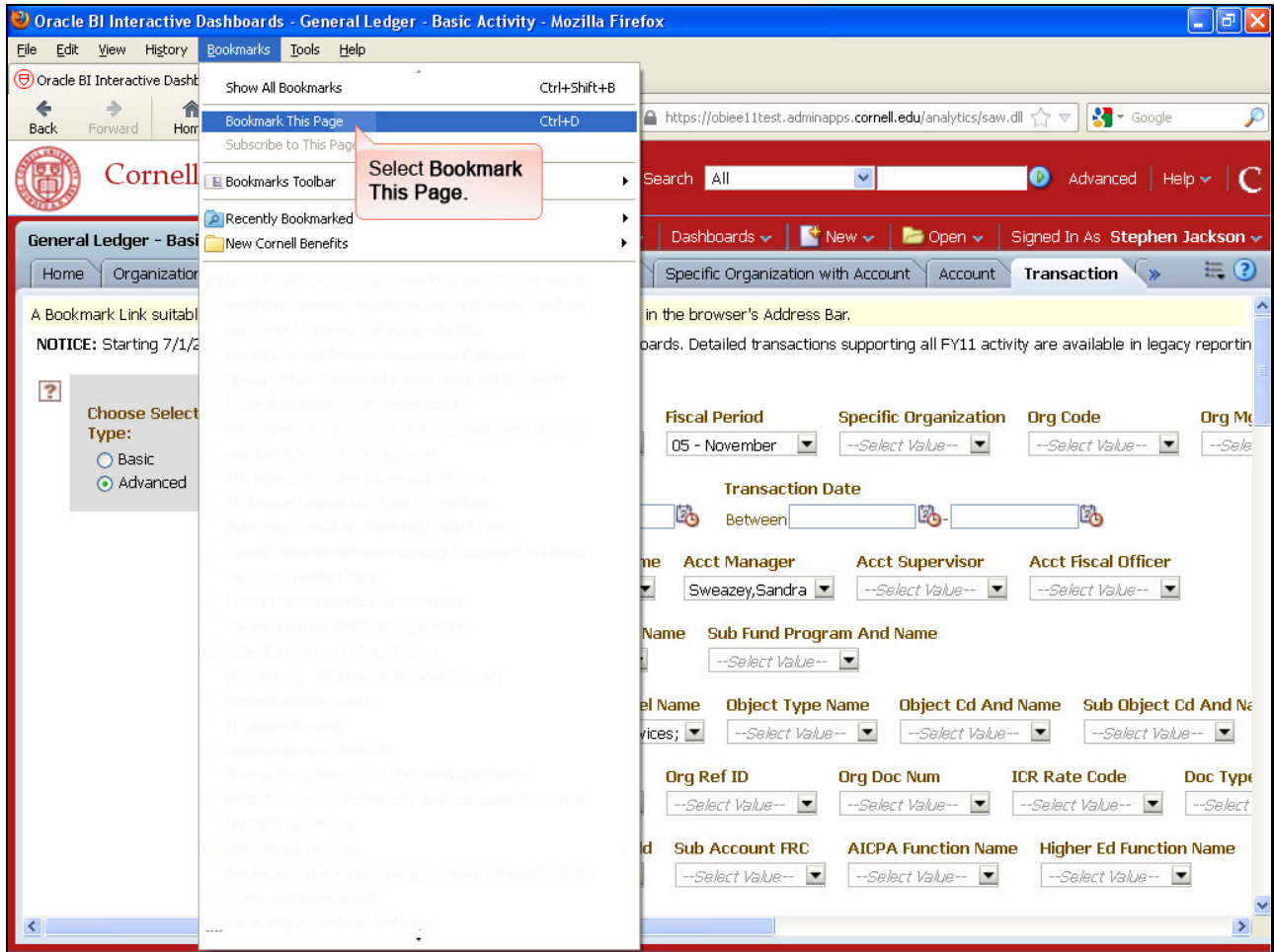


Select **Create Bookmark Link**.

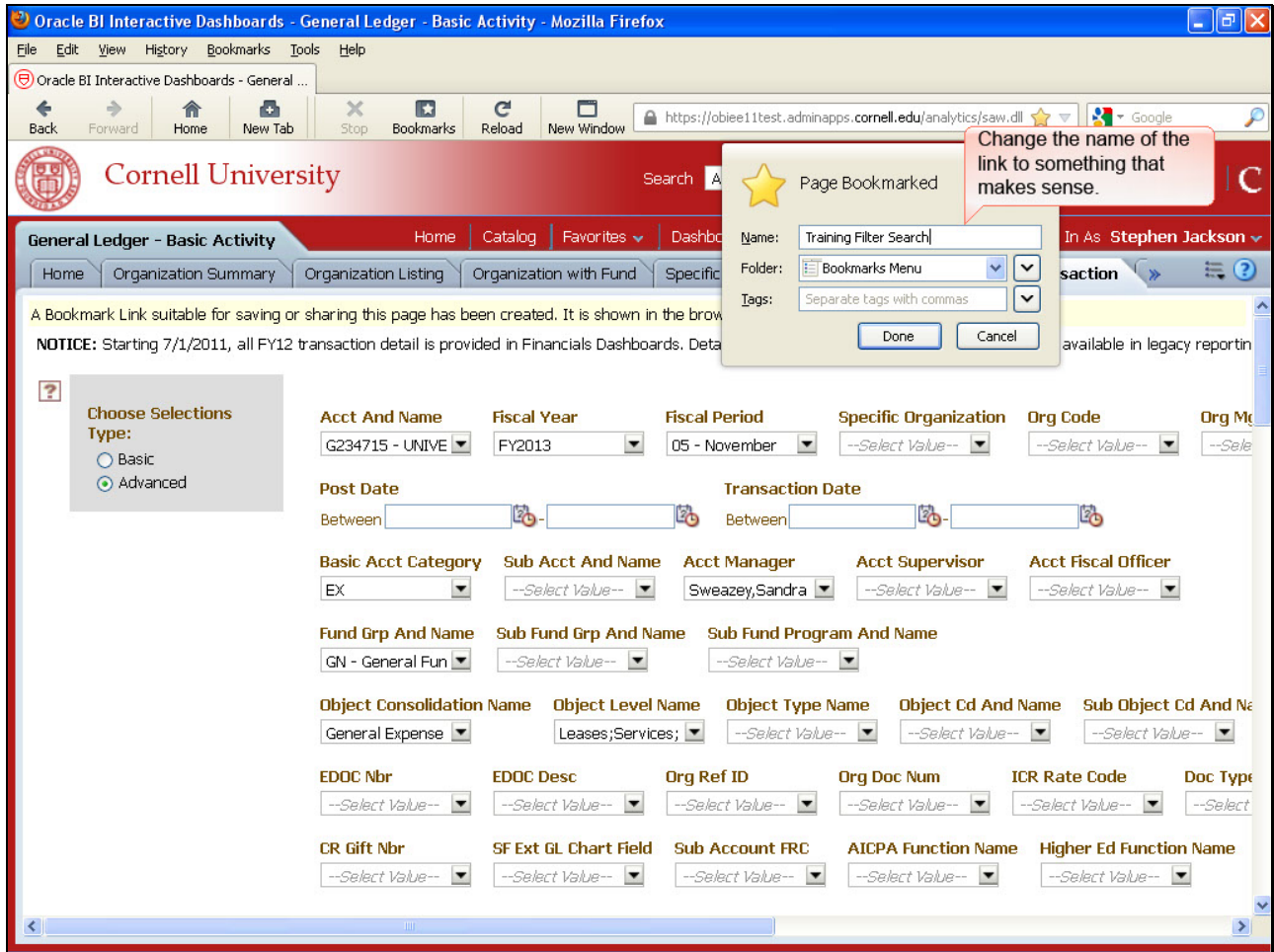


Select **Bookmarks**.

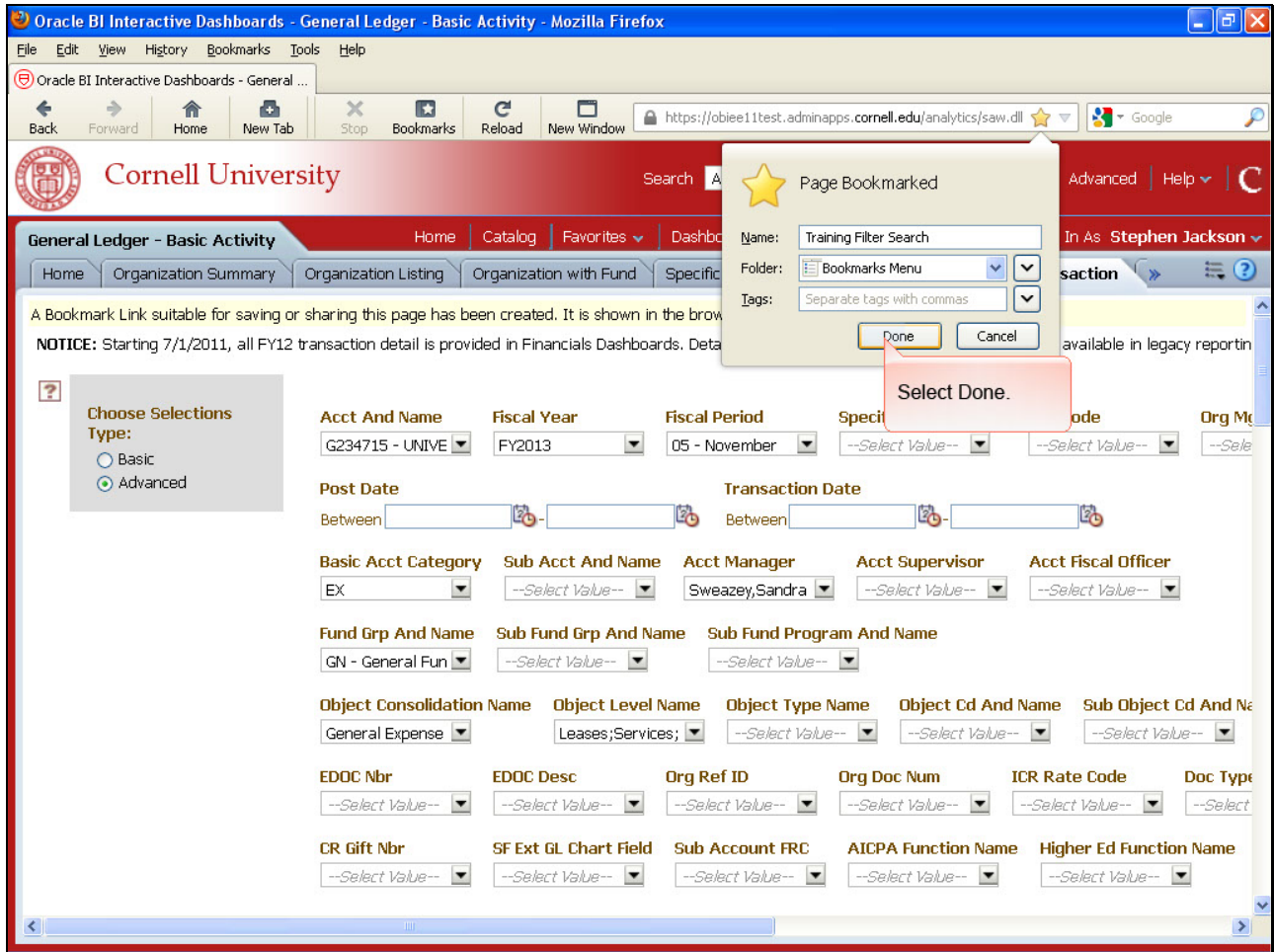
You will see a message telling you that the browser address bar now contains the web address for this page. Saving the address as a bookmark will allow you to access this dashboard view immediately from any web page.



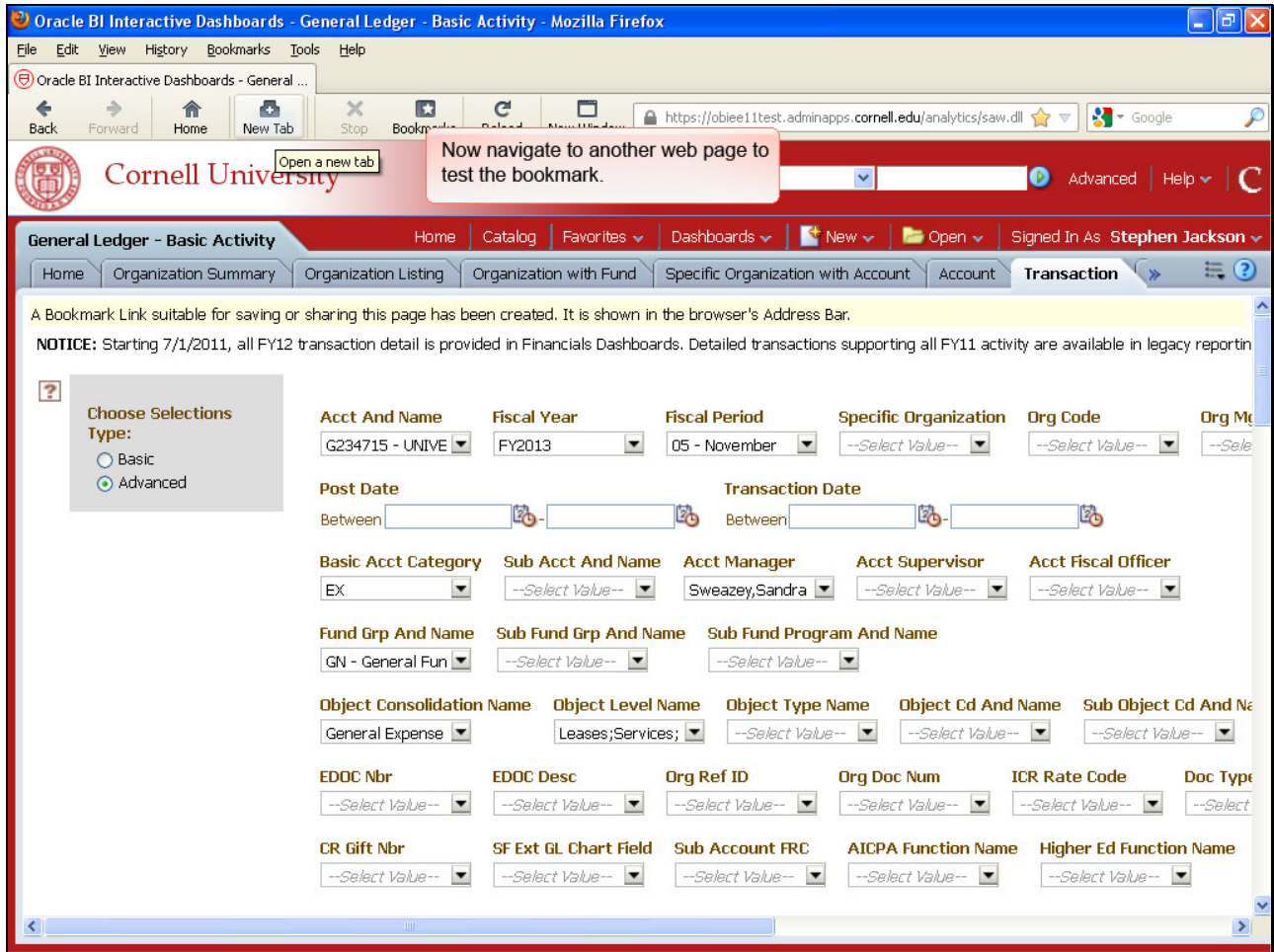
Select **Bookmark This Page**.



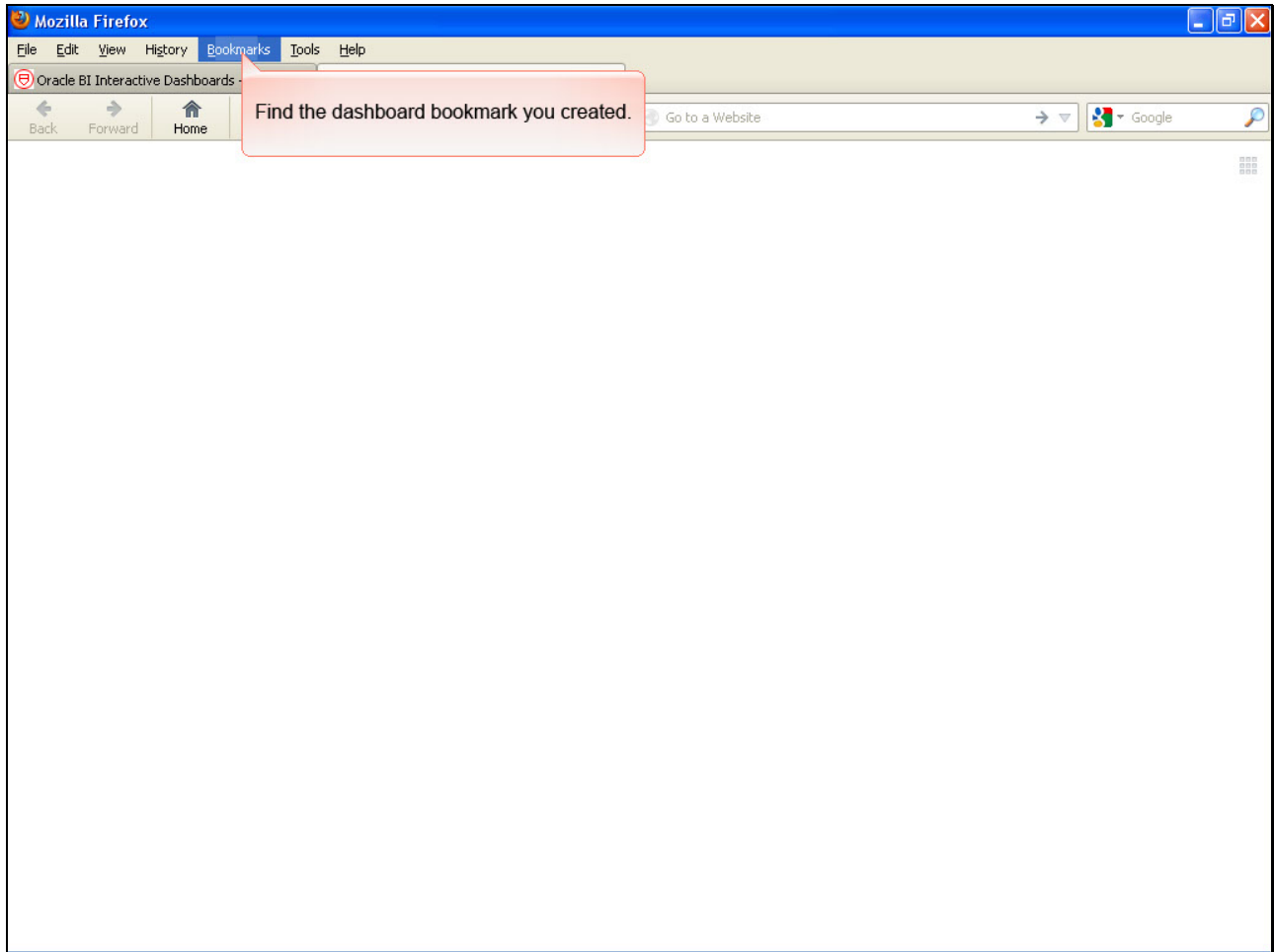
Change the name of the link to something that makes sense.



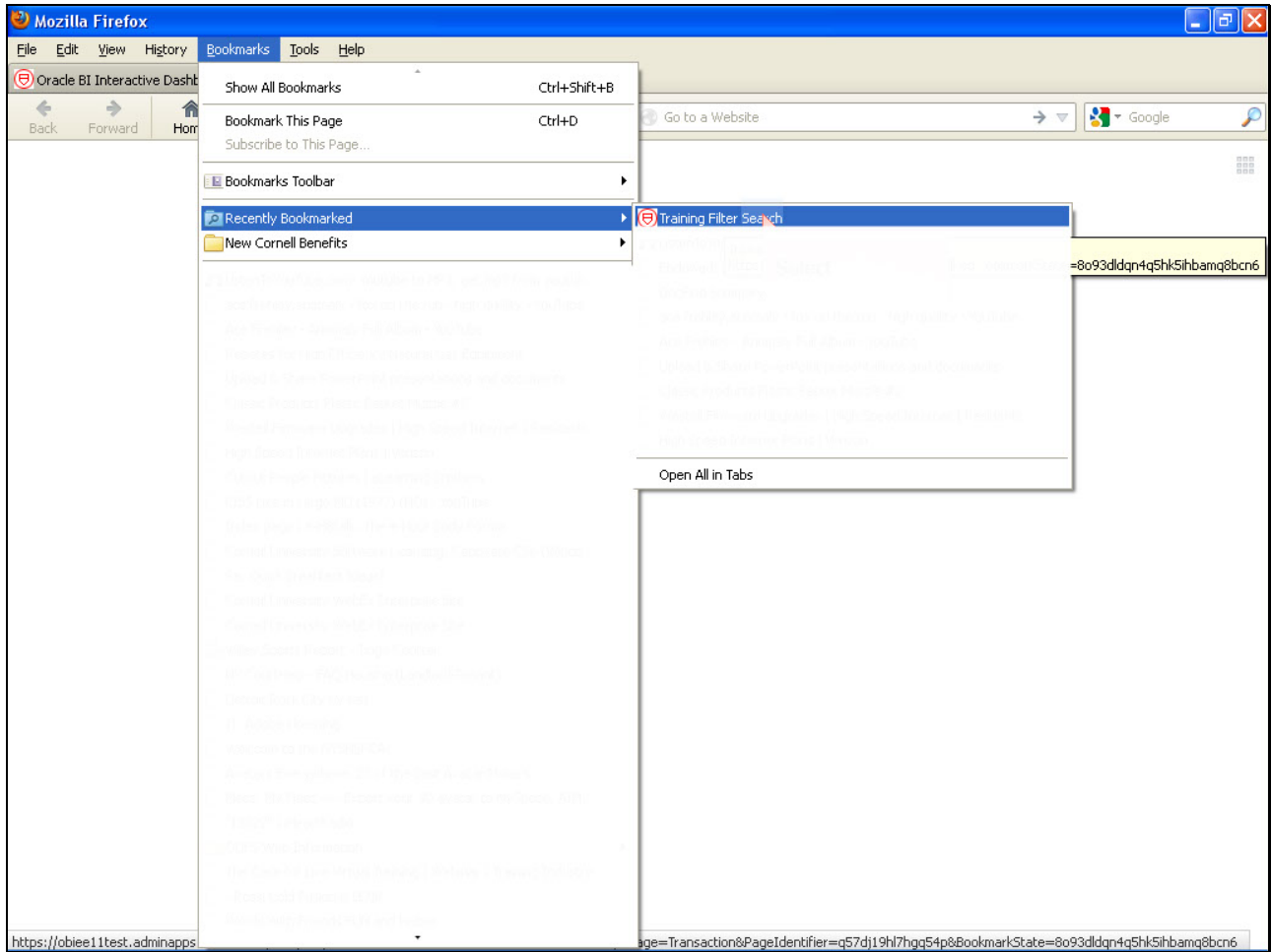
Select Done.



Now navigate to another web page to test the bookmark.



Find the dashboard bookmark you created.



Select the bookmark.

The screenshot displays the Oracle BI Interactive Dashboards interface for 'General Ledger - Basic Activity' in a Mozilla Firefox browser. The browser's address bar shows the URL: `https://obiee11test.adminapps.cornell.edu/analytics/saw.dll`. The application header includes the Cornell University logo and a search bar. The main navigation bar shows 'General Ledger - Basic Activity' and 'Transaction' tabs. A 'NOTICE' banner at the top states: 'Starting 7/1/2011, all FY12 transaction details supporting all FY11 activity are available in legacy reporting'. On the left, a 'Choose Selections Type' panel has 'Basic' selected. The main area contains numerous filter fields, including 'Acct And Name' (G234715 - UNIVE), 'Fiscal Year' (FY2013), 'Fiscal Period' (05 - November), 'Specific Organization', 'Org Code', 'Post Date', 'Basic Acct Category' (EX), 'Sub Acct And Name', 'Acct Manager' (Sweazey,Sandra), 'Acct Supervisor', 'Acct Fiscal Officer', 'Fund Grp And Name' (GN - General Fun), 'Sub Fund Grp And Name', 'Sub Fund Program And Name', 'Object Consolidation Name' (General Expense), 'Object Level Name' (Leases;Services;), 'Object Type Name', 'Object Cd And Name', 'Sub Object Cd And Name', 'EDOC Nbr', 'EDOC Desc', 'Org Ref ID', 'Org Doc Num', 'ICR Rate Code', 'Doc Type', 'CR Gift Nbr', 'SF Ext GL Chart Field', 'Sub Account FRC', 'AICPA Function Name', and 'Higher Ed Function Name'. Two callout boxes are present: one pointing to a bookmark icon with the text 'Selecting the bookmark returns the browser directly to the saved dashboard view.', and another pointing to a bookmark icon with the text 'A user can create multiple bookmarks, and links can be shared between users.'

Selecting the bookmark returns the browser directly to the saved dashboard view.

A user can create multiple bookmarks, and links can be shared between users.