

# BUILD A BI DASHBOARD

An easy to use, self-service dashboard will help your teams navigate your business data on their own - they'll be able to find what they need when they need it.

## UNDERSTANDING

What are my data sources? What data has been collected?



## DEFINING

Who is my target audience? What do my target audience care about and what do they need? How exactly will the dashboard be used?

## DESIGNING AND PLANNING

What information needs to be shown?  
What's the best way to present the dashboard components?

ACTION: Create a simple wireframe and get feedback.

TIP: Never over-clutter a dashboard!



## BUILDING

Simplicity, clarity and consistency are key when approaching naming conventions and formatting.

## LAUNCHING

Do the end users understand and can they navigate the dashboard?

ACTION: Get feedback, review and make adjustments if necessary.

