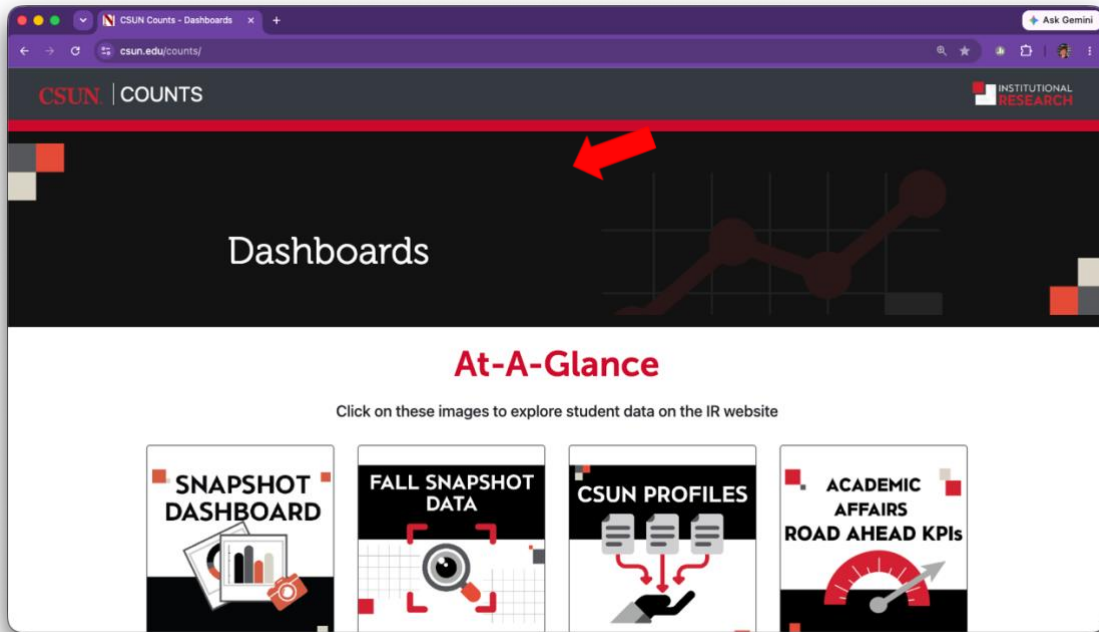


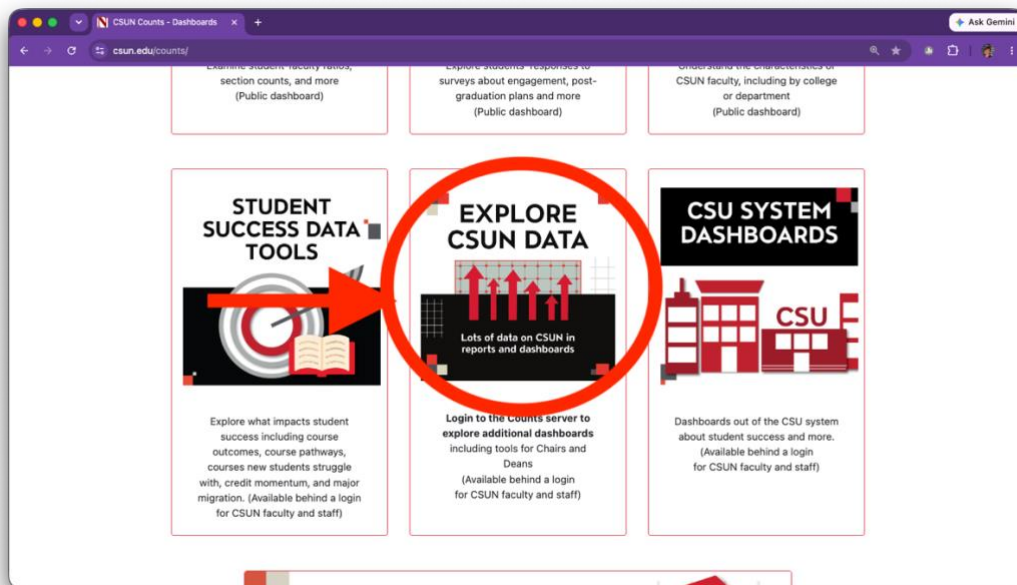
Sharing with Other Users

You can share a particular configuration from a CSUN dashboard with other CSUN users when you are signed into Tableau. This allows the other user to see the same filtered view that you have set up. Now, instead of sending screenshots, you can send a link with the selected filters displayed! NOTE: This share option only shares the filters you have selected when you are signed in to Tableau.

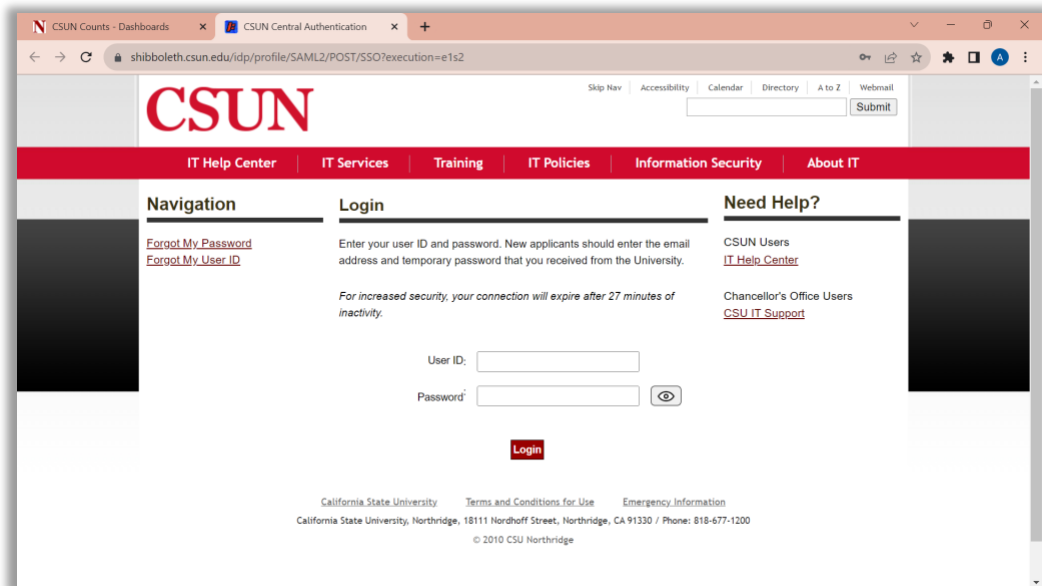
1. Start on the CSUN Counts page: <https://www.csun.edu/counts/>



2. Scroll toward the bottom of the page, and find the card "EXPLORE CSUN DATA"



3. Sign in to the Tableau server by using your CSUN user ID and password.

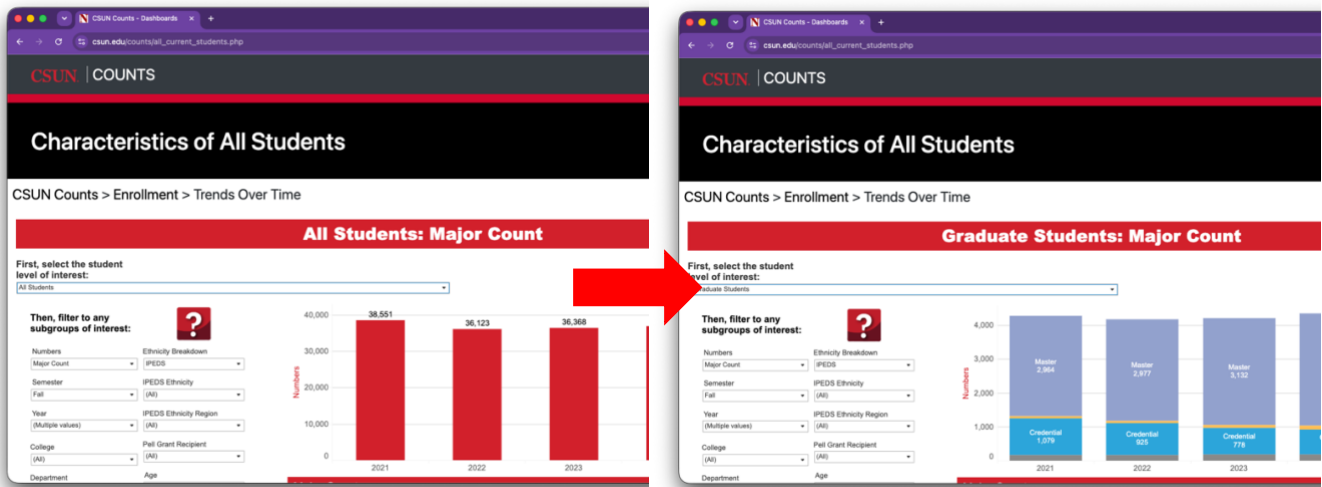


4. Select the dashboard you are interested in viewing.

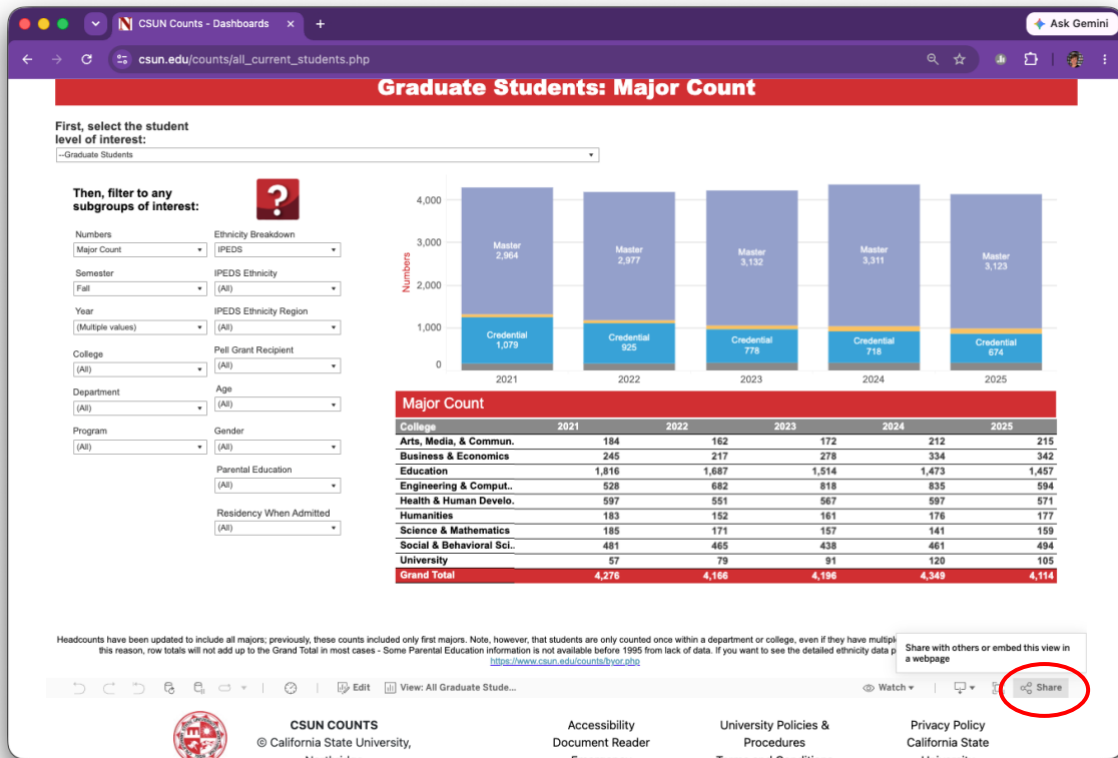
- Note:** To follow the example below, please go to <https://www.csun.edu/counts/> -> ENROLLMENT -> Enrollment by Student Characteristics -> All Students -> Trends over Time

5. Select the filters you want to save.

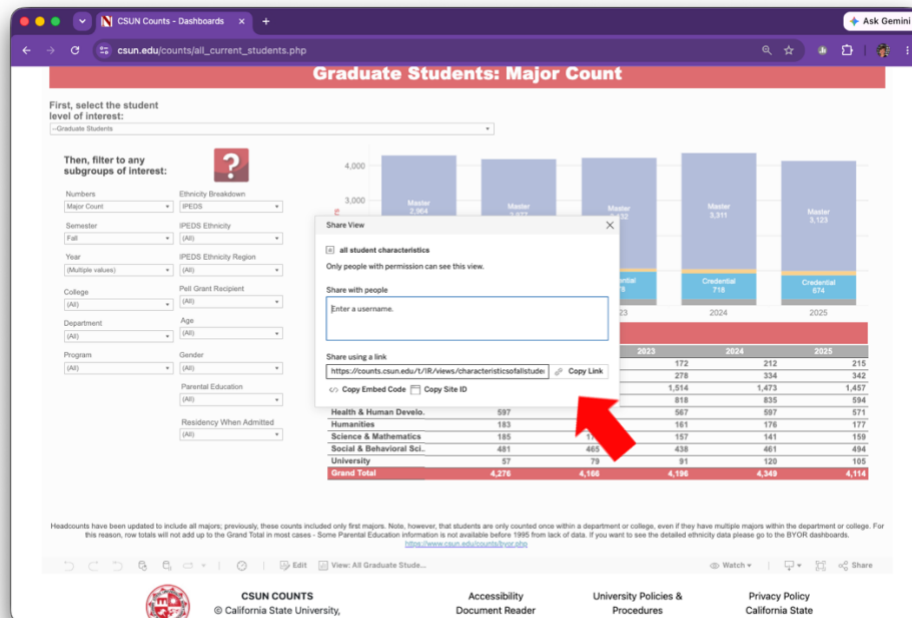
- Note:** To follow the example below, use the “First, select the student level of interest” filter to select “—Graduate Students”



6. Select the share button on the bottom right side of the gray banner.



7. Select 'Copy Link' to add to your clipboard, share the link with others!



Need more help? Contact us at ir@csun.edu or visit our contact page to find the Data Consultant assigned to your department! <https://www.csun.edu/institutional-research/contact-us>