Exporting a dashboard

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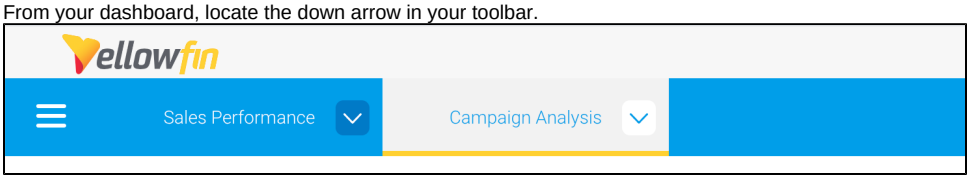
Overview

Dashboards can now be exported as pixel-perfect PDFs. The export tool contains a variety of options to refine your PDF output according to page size, orientation and more.

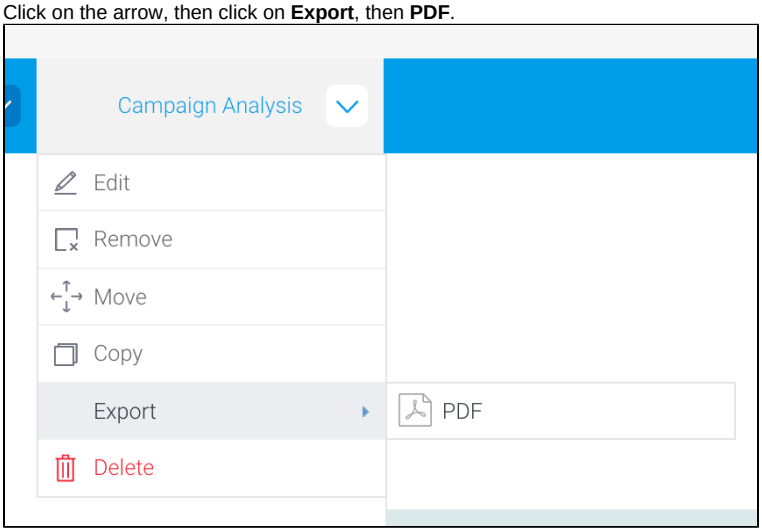
Export a dashboard

To export a dashboard,

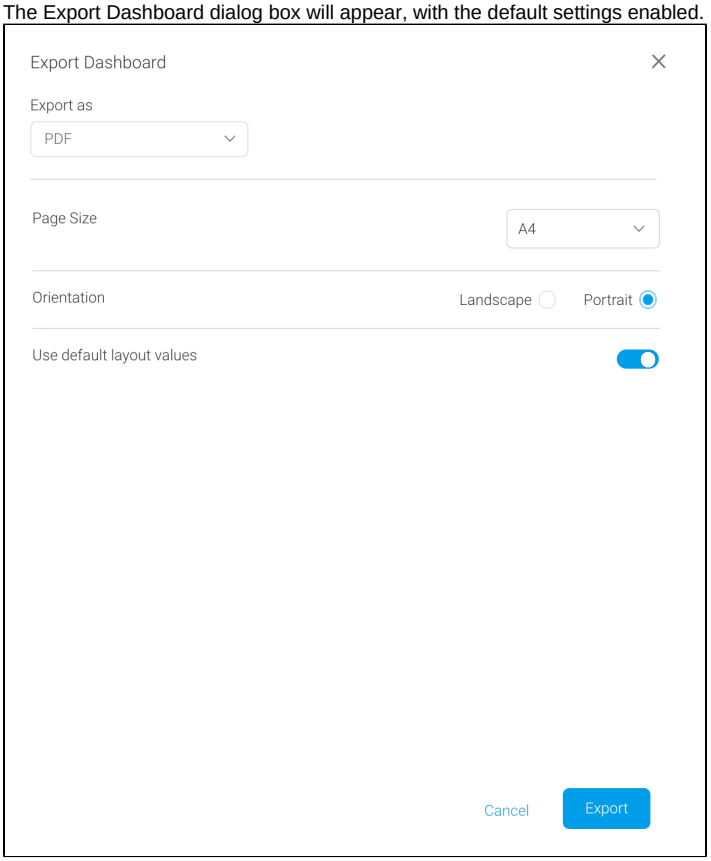
1. From your dashboard, locate the down arrow in your toolbar.



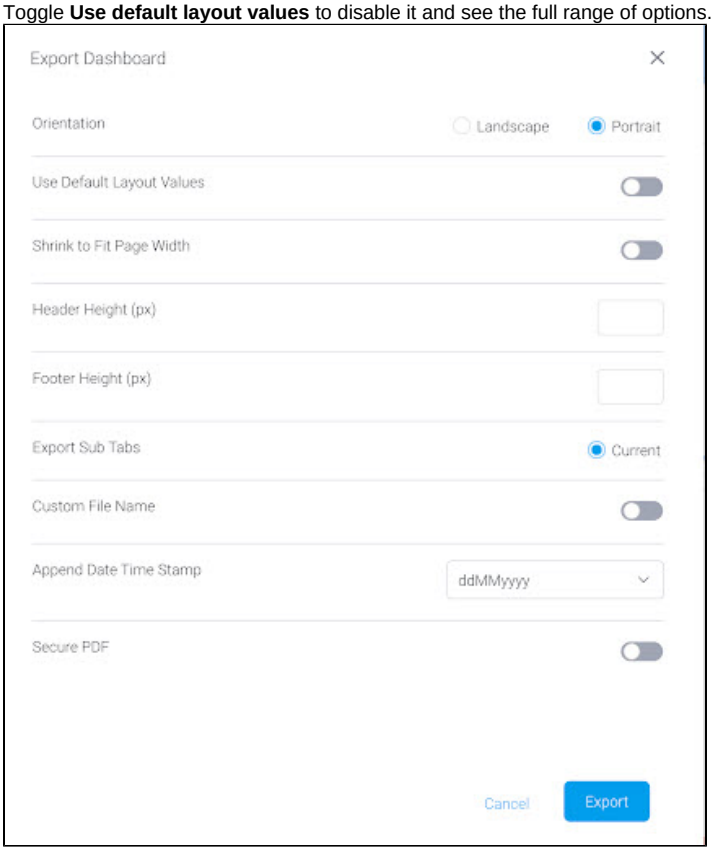
2. Click on the arrow, then click on **Export**, then **PDF**.



The Export Dashboard dialog box will appear, with the default settings enabled.



3. Toggle **Use default layout values** to disable it and see the full range of options. See the table below for full descriptions



4. Adjust according to your needs, and click on the **Export** button when you're ready to export your dashboard to a PDF.
   Yellowfin will create the PDF, which, depending on its size, may take a few seconds. It will automatically download to your hard drive.

If you don't see the Export option on your dashboard, check that JavaFX is installed and that Yellowfin is configured correctly. More info on our Community page.

PDF export options

The Export Dashboard dialog box provides a number of options to customize the appearance of your dashboard PDF

Tool	Description
Export as	For broadcasts, PDF is the only option. If you're exporting an individual report, you will see many other options here, such as CSV, text and DOCX.
Page size	Choose from a range of standard page sizes such as A4 and (US) Letter, as well as larger and smaller page sizes.
Orientation	Is your report wide? Switch from Portrait to Landscape.
Use default layout values	Company-wide defaults can be configured for PDF exports. See the PDF Export Defaults section on the System Configuration page for more details. If you wish to use your own settings, switch off this setting and set your own preferences within the options that appear below. Next time you export from this dashboard, your own preferences will be remembered.
Shrink to fit page width	Dashboards wider than the intended printed page width may be cut off at the page edge. Enabling this option will scale the dashboard objects so they fit to the width of the page. Long-running dashboards may still run onto additional pages. Each tab of a dashboard is treated as an individual page.
Header Height (px)	Company-wide headers can be configured for reports and dashboards (see Report Settings for more information).
Footer Height (px)	Company-wide footers can be configured for reports and dashboards (see Report Settings for more information).

Custom File Name	Default to the dashboard name. The PDF file name can be modified when enabled.
Append Date Time Stamp	Define date formats for both "Default" and "Custom" Name.
Secure PDF	Switch this on and a new field will be displayed where you can enter a password. Anyone who tries to access the generated PDF will need this password before they can open it.