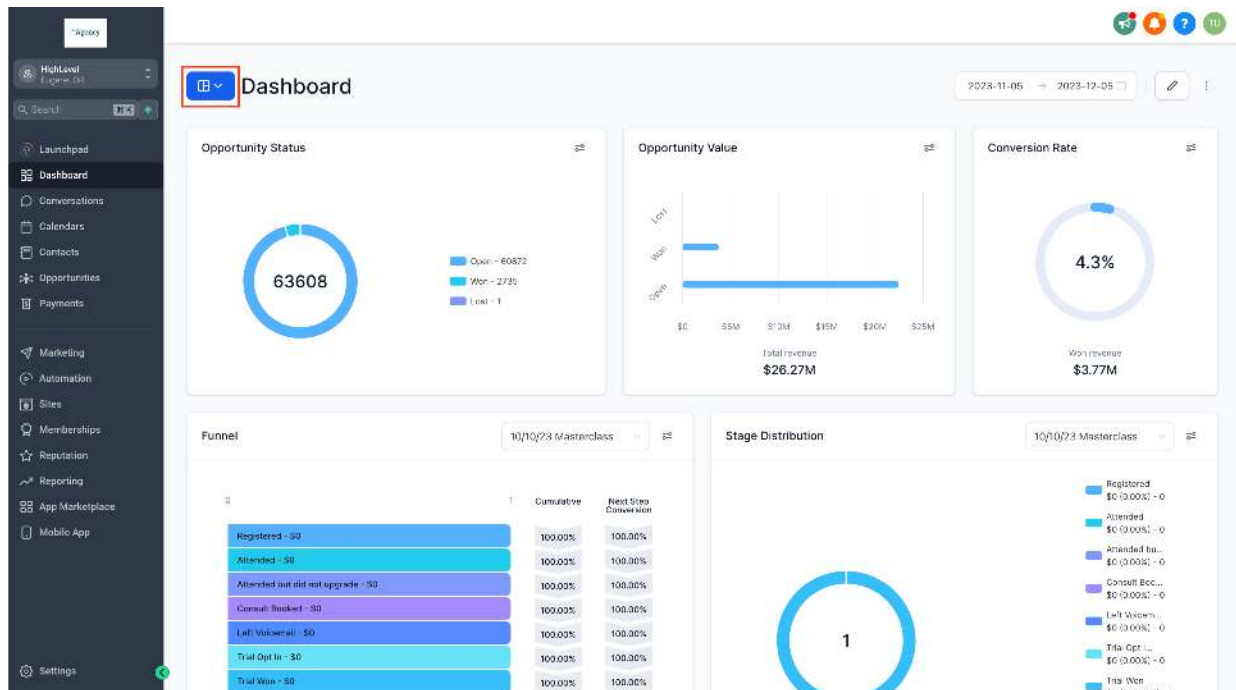# CITK

How to pin dashboards as favourite

Elevate your dashboard accessibility by pinning your favorite and most frequently used dashboards. This feature ensures swift access to your preferred insights whenever you need them. Follow these simple steps to start pinning dashboards.
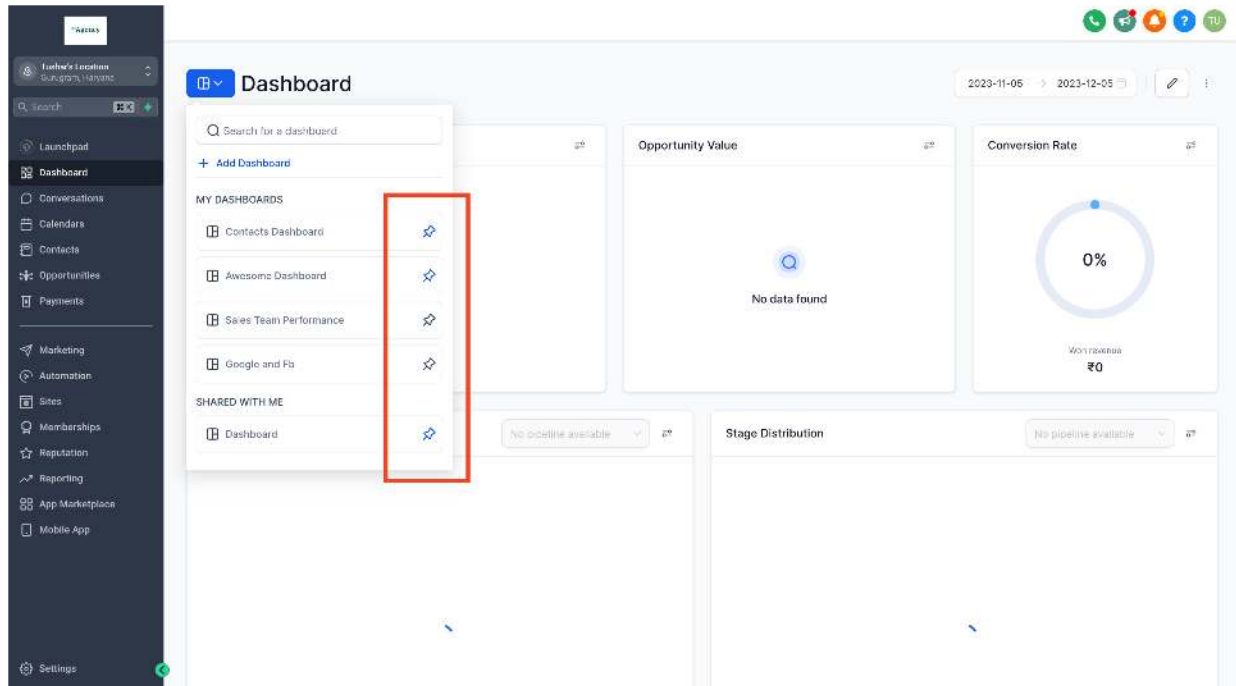
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Step 1: Access the Dashboard Navigation

Locate the dashboard navigation button situated in the top left corner of your screen.

Step 2: Pin or Unpin Dashboards

In the dashboard list, simply locate the desired dashboard, then toggle the pin icon next to its name to either pin or unpin the dashboard, depending on its current state.