

# Change a Dashboard

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You can change any dashboard that you created. Changing a dashboard can involve one or more of the following actions. Refer to the specified procedure for detailed instructions.

- Add a gadget
- Change a gadget
- Remove a gadget
- Change the layout

Be sure to save your dashboard before you move to another area of the application. When you have made changes to the dashboard, the Modified label appears to the right of the Current Dashboard field.

In addition, when you attempt to move to another page or area in EMTrack, a message window opens asking you to confirm that you want to leave this page without saving your changes. To cancel the move, click Stay on Page.

You can also change a dashboard's sharing rights.

Editing a filter that is used in your dashboard gadgets may also change the information you see in that dashboard.