

Dashboard Layout

The purpose of this article is to provide you with a high-level understanding for the main elements in your Dashboard. In other words, this article will give you a basic gist of how to interact with your dashboard.

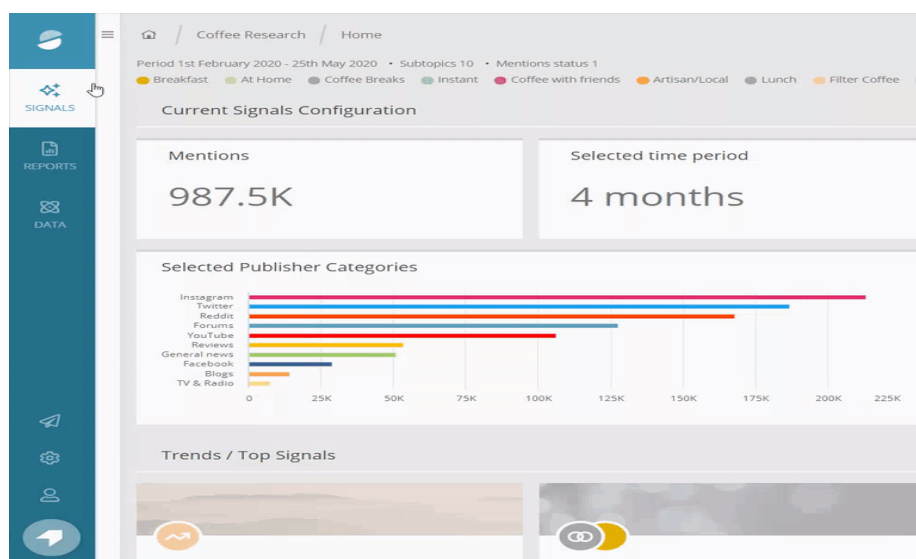
Understanding the main elements in your dashboard:

The Synthesio dashboard contains three major functional areas:

1. The Navigation sidebar on the left-hand side of your screen. In addition to directing you to different metrics and widgets, you can navigate to our Help Center and Setup, among other options.
2. The Content window, located to the right, which displays your metrics and widgets as you use the navigation sidebar.
3. The Menu bar. The menu bar allows you to logout, change your password, enlarge your screen and interact with Dashboard filters (more on filters here).

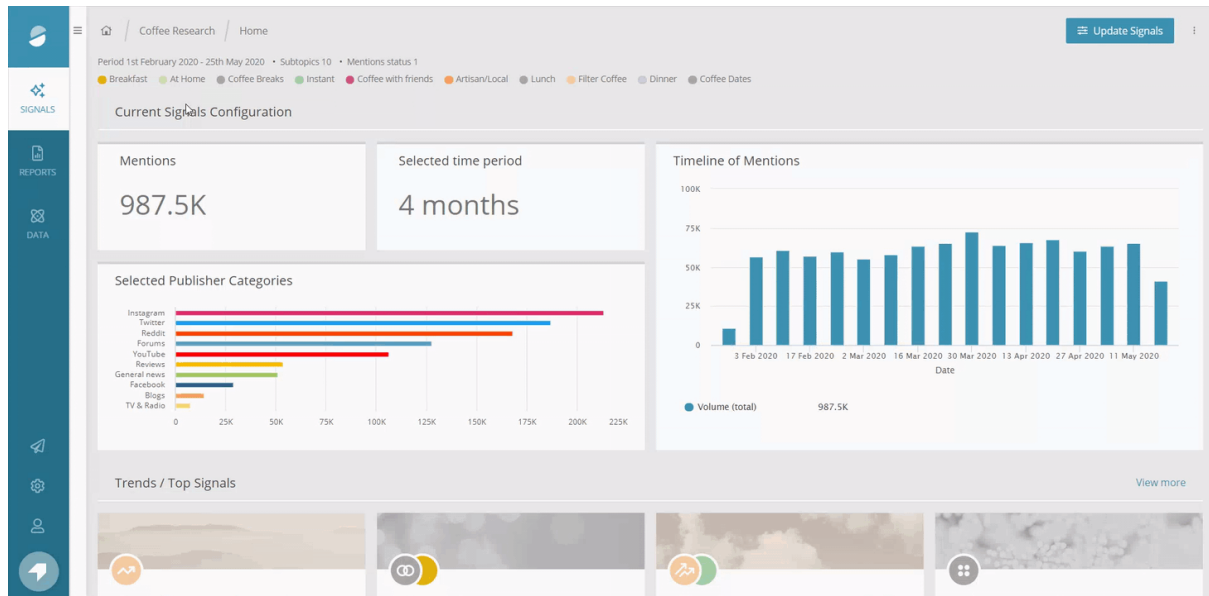
Navigation Sidebar

The navigation sidebar, available from the collapsible menu in the upper left-hand corner, makes it easy to get around by organizing your dashboard into 7 sections. Clicking on these sections will change what you see within the Content window.



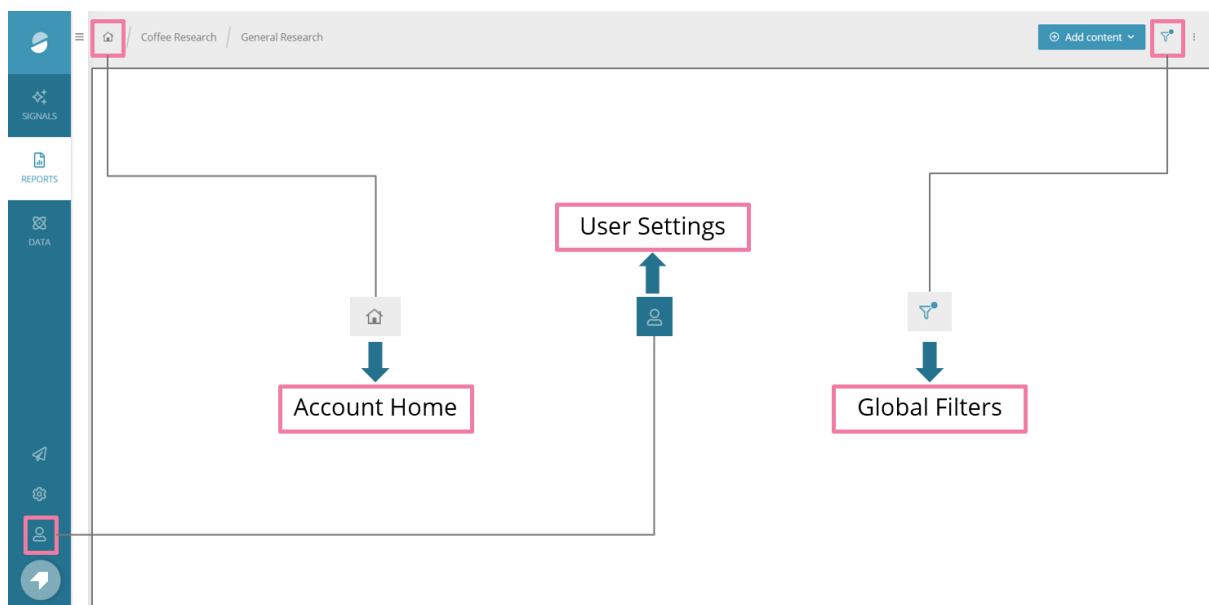
Content Window

As you can see, as one interacts with the navigation bar, the content window changes, taking you to different pages and widget visualizations.



Menu Bar

As mentioned, the menu bar allows you to navigate back to your Workspace (Account Home), logout and change your password (User Settings), enlarge your screen (full screen mode) and interact with Dashboard filters (global filters). Here's a detailed screenshot:



For now, that covers the basic elements of the dashboard. There is, however, so much more to know (see below).

Learning more

In order to unlock the full power of the Dashboard, you will need to know more, of course. Here is a summary of articles broken down by remaining sections and tabs in the dashboard.:

- **Settings** (or Setup if your dashboard is not yet created) - There is a lot to the Settings tab. In short, the Settings tab contains all the features that allow you to manipulate or change the dashboard. As examples, you can change the underlying keywords and queries. To learn more about the Settings tab, please refer to the [Setup: Quickstart Mode](#), and [Setup: Expert Mode](#) guides.
- **Share**: Learn how to share your Reports pages with your colleagues [in this article](#).
- **Signals**: Our AI-powered insights module to help you surface the most meaningful trends of your dashboard. Please refer to [this article](#) for more details.
- **Reports**: You don't have to be an expert to answer tough business questions and create visually appealing reports. Synthesio Reports puts you in control, providing an intuitive interface that allows you to build a reporting experience that *speaks to your business*. For more details please [go to this section](#).
- **Data**: This is where you access the raw materials of the dashboard: mentions, advanced semantic understanding of your mentions, publishers, influencers... :

Listen: The Listen tab is a running list of the underlying raw mentions. To learn about the Listen tab, turn [here](#).

Publishers & Influencers - The Publishers tab allows you to identify and track top Influencers. To learn more about the Publishers tab please refer to the [Publishers Tab: Influencers and Lists](#) user guide.

Semantic Capabilities: Read [this article](#) to know more about how we power semantic analysis in your dashboard.

That's it for now!