How To Use Nagios XI Dashboards

Purpose

This document describes the Nagios XI Dashboards and what it can be used for.

Target Audience

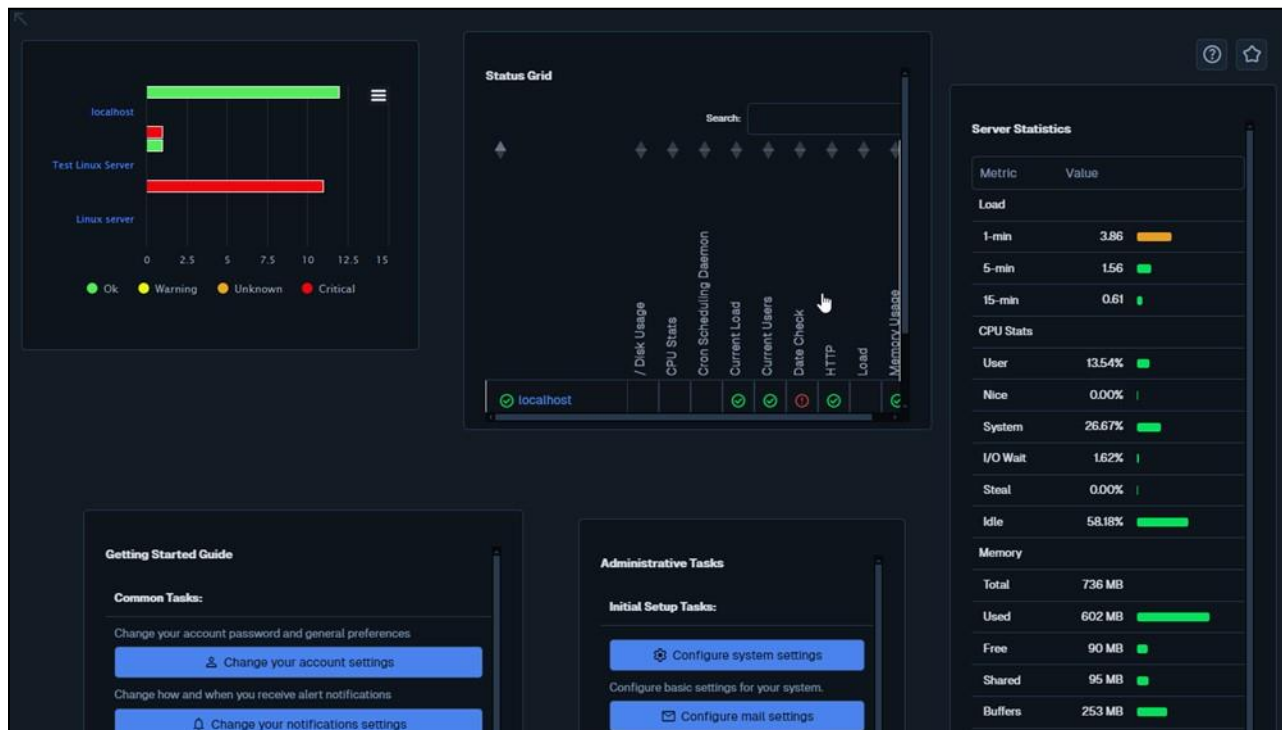This document is intended for use by Nagios XI Administrators and Users.

Dashboards Overview

Dashboards are a powerful feature of Nagios XI designed to provide individual users with customized information they find useful. Dashboards are often used to display important, relevant information where it is needed most.

Dashboards are specific to individual Nagios XI users. Each user can create their own unique set of dashboards to customize Nagios XI to fit their needs.

Accessing Dashboards

Dashboards can be accessed by clicking on the Dashboards link located on the navigation menu. This will automatically load the Home Page dashboard.
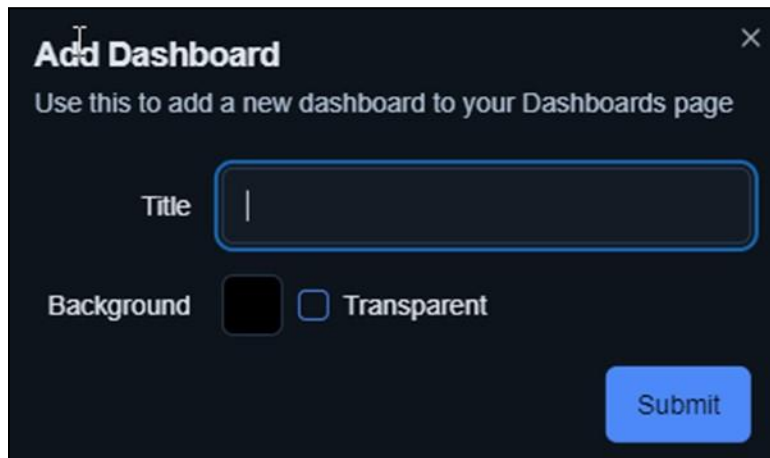
How To Use Nagios XI Dashboards

Adding Dashboards

Nagios XI allows users to create multiple customized dashboards.

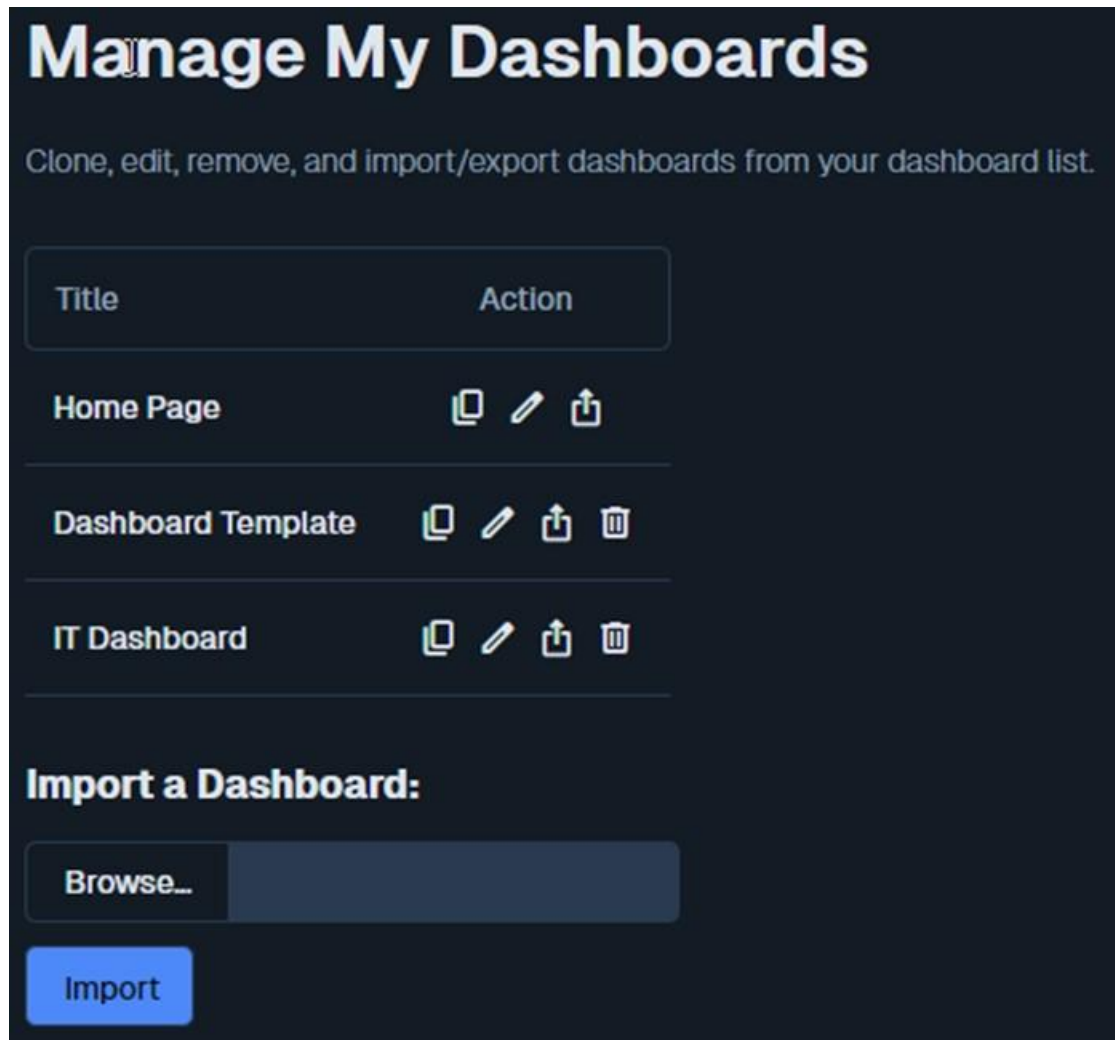1. To add a new dashboard, click the **Add New Dashboard** link under the Dashboard Tools menu.

2. A pop-up window will appear asking you to provide a name for the dashboard as well as a background color.

3. Click the Submit button to create the new dashboard.

4. Once the dashboard has been created it will now appear under My Dashboards in the left menu. Clicking it will reveal an empty dashboard.

Managing Dashboards

To clone, edit or remove a dashboard, click the Manage My Dashboards link under the Dashboard Tools menu.

The Manage My Dashboards page lists all your dashboards. The actions column allows you to Clone / Edit / Remove and Export each dashboard.

The Edit action allows you to rename the dashboard or change the background color.

The **Export** option allows you to download the dashboard and associated dashlets as a .txt file.
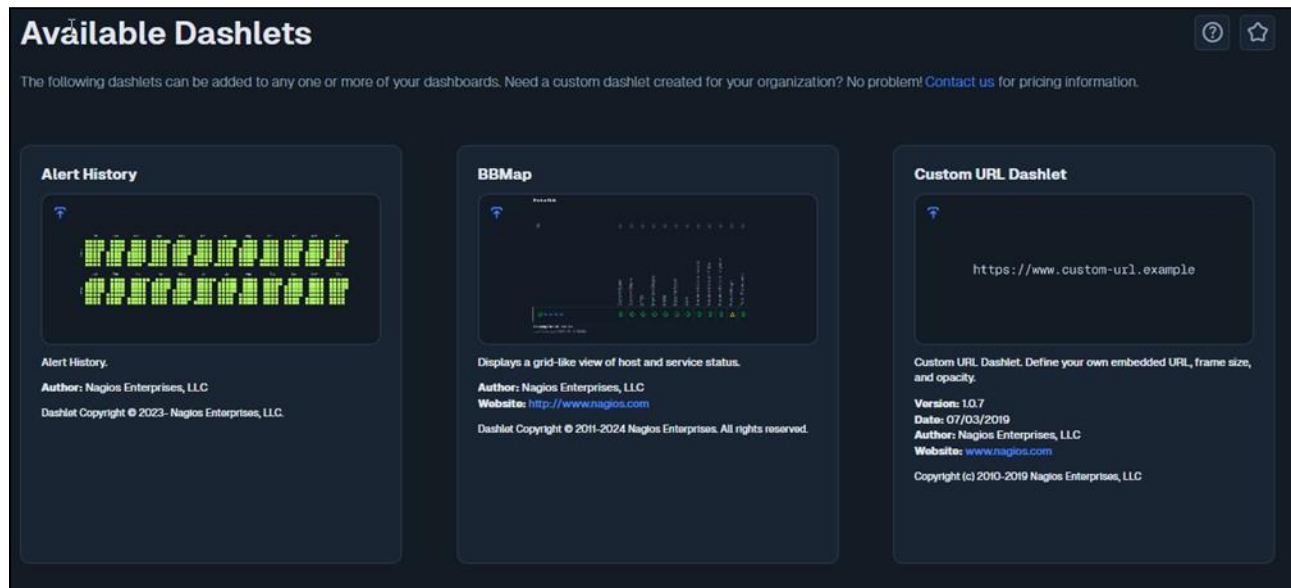
The **Import a Dashboard** option allows you to import an exported dashboard file to include within your list of dashboards.
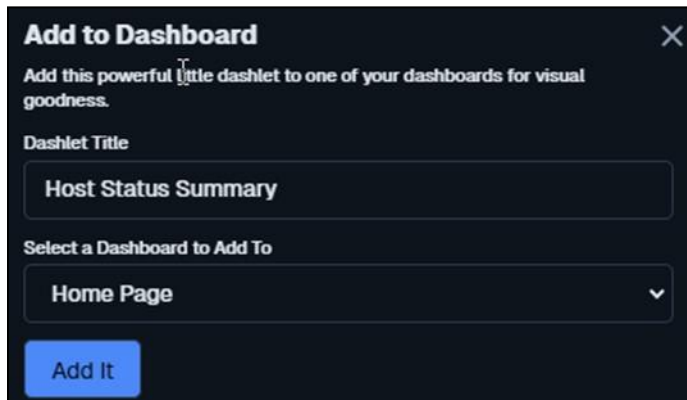
Adding Dashlets

A dashboard is simply an empty page until you add a dashlet to it. Dashlets are nearly everywhere in the Nagios XI interface. Wherever you are in the Nagios XI interface, when you see the [icon] icon, you can add that graphical element to any dashboard.

1. Click the Available Dashlets link in the left pane to view the current list of available dashlets.

2. To add a dashlet to a dashboard, click the [icon] icon for that dashlet. In the screenshot above, you can see that the Host Status Summary dashlet is going to be added to a dashboard.

3. The **Add to Dashboard** window appears. The dashlet being added in this example requires you to provide a **Dashlet Title**.

4. You also need to select which dashboard you want to add the dashlet to.

5. Click the **Add It** button to add the dashlet.

6. After adding the dashlet, navigate to the dashboard you added it to (under My Dashboards).

7. In the screenshot, you can see the Host Status Summary dashlet that was added. This screenshot was taken when the mouse was hovering over the dashlet. When the mouse is hovering over the dashlet the border of the dashlet is shown as well as three icons at the top right corner.

   • The far-right icon will delete the dashlet from your dashboard.

   • The middle icon will pin the icon to the dashboard so it cannot be moved around.

   • Clicking the icon again will unpin it.

   • If sizing is available on the dashlet, the + icon and - icon will display on the far right. These icons control the ability to scale the dashlet up and down.

Please refer to the following documentation on how to install additional Dashlets into Nagios XI:

[Installing Nagios XI Dashlets](#)

> 💡 Throughout the Nagios XI interface, whenever you see the 🔼 icon. This icon allows you to add that object to any dashboard.

Undo/Redo – You can Undo or Redo the following actions to dashlets on dashboards (using the icons on the bottom right of the page): moving, resizing, pinning, and deleting.

Managing Dashlets

You can upload new dashlets or download and edit an existing dashlet through the Manage Dashlets page.

1. Click the **Manage Dashlets** link on the left menu.

2. To import a dashboard, select the **Browse** button to find a dashboard that has been downloaded to your system. Select the **Upload and Install** button to add that dashboard to available dashboards.

> 📋 You can find additional dashlets for Nagios XI at the Nagios Exchange by selecting **More Dashlets**.

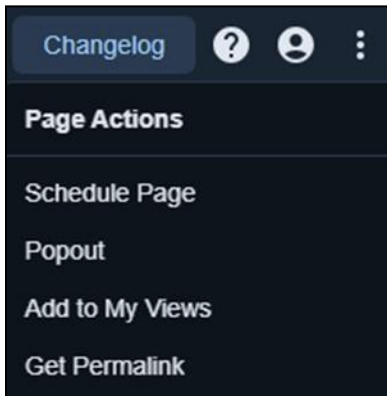# How To Use Nagios XI Dashboards

You can also download an existing dashlet from the list on this page, modify the dashlet locally, and import the modified dashlet back into your available dashlets.

Popout or Full Screen A Dashboard

Sometimes you do not need the Navigation pane or menu bar when viewing a dashboard. There are two ways that you can achieve this functionality.

Popout

On the far right of the top menu bar there is an icon with three vertical dots. When you hover over this icon a drop-down list of options appears. Click the Popout icon to open the current dashboard into a new tab / window.

You can click the + icon that appears in the upper left of a dashboard to expand it to fill the browser window.

After clicking the + icon the dashboard will appear without any navigation pane or menu bar. There is now a minus - icon in the upper left that will allow you to close the full screen mode to restore the navigation pane and menu bar.
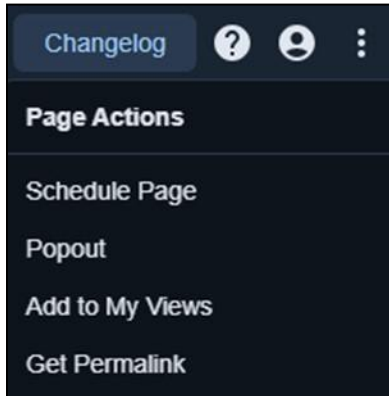
Home Page Dashboard

Each user has a special home page dashboard that is shown to them when they login. This dashboard can be modified from the Dashboards page, and dashlets can be added, manipulated, or removed using the methods described above.

Add Dashboard To A View

On the far right of the top menu bar there is an icon with **three vertical dots**. When you hover over this icon a drop-down list of options appears. Click the **Popout** icon to open the current dashboard into a new tab / window.

1. Click **Add to My Views** to add the current dashboard to your views.

2. A popup window will appear, and you will need to provide a **View Title**.

3. Click the **Submit** button to add the dashboard to your views.

4. Click the **Views** menu item and you will now see this dashboard is now listed under **My Views**.

For more information about **Views** please refer to the following documentation:
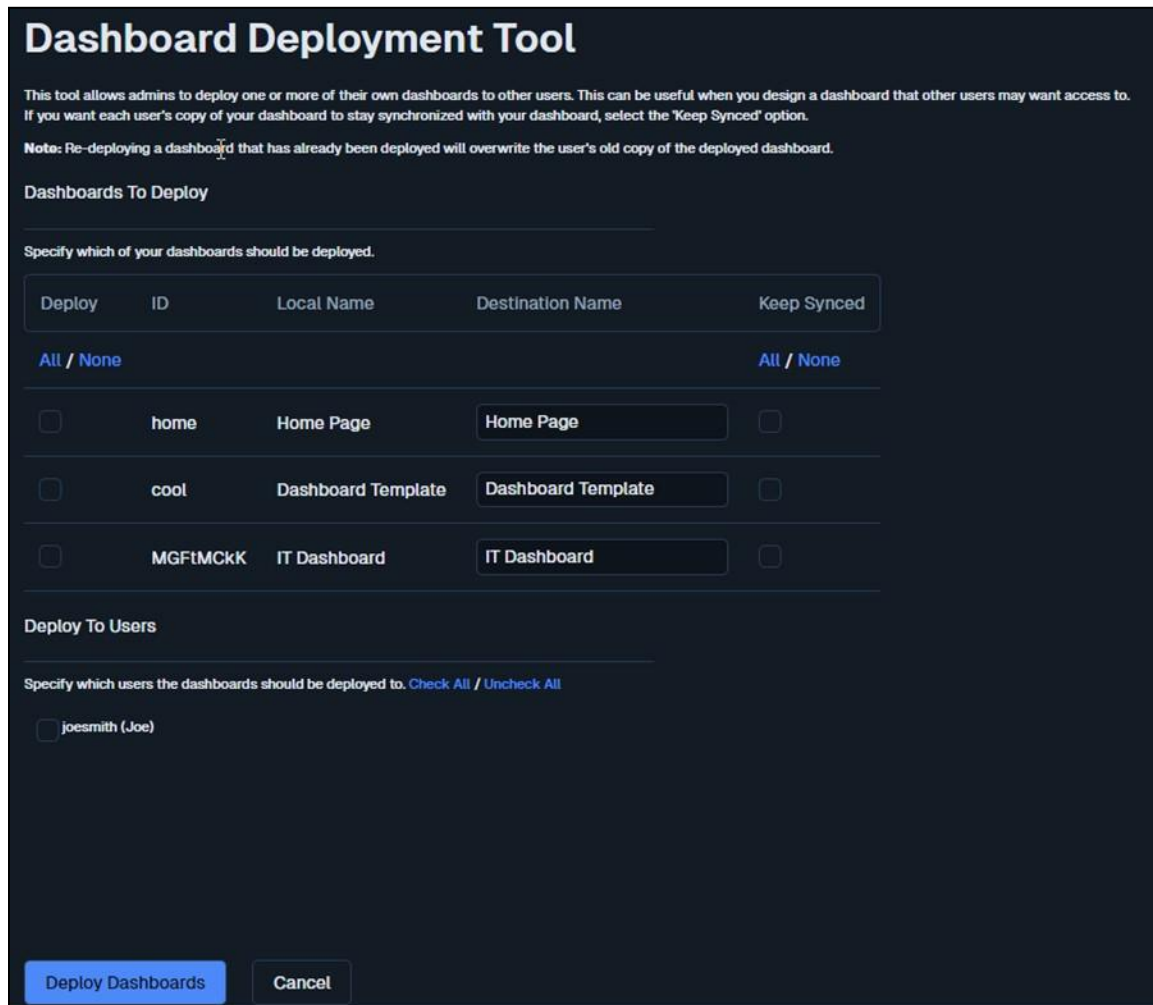
Understanding and Using Views

Deploy Dashboards

Nagios XI allows you to deploy your dashboards to other Nagios XI users. Only a Nagios XI Administrator can deploy dashboards.

1. This can be performed via **Dashboard Tools > Deploy Dashboards**.

   When using the Dashboard Deployment Tool there are several options available.

2. Select which dashboards you want to deploy by checking the boxes in the **Deploy** column.
3. You can change the name of the dashboard by updating the field in the **Destination Name** column.

4. The **Keep Synced** option ensures that if a dashboard is updated, it will be updated to all the users it was deployed to.

5. Select the users in the **Deploy To Users** list that you want to receive the dashboards chosen in the options above.

6. Click the **Deploy Dashboards** button to deploy the dashboards to the users.

> It is worth mentioning that there is no central way to manage every user's dashboards on one screen. You can only manage dashboards for the user that you are currently logged in as.

If you plan on creating dashboards that you will be deploying to many users and updating these dashboards on a regular basis, it is recommended to create a dedicated Nagios XI user account for this specific purpose. This allows you to centrally manage these dashboards and means you do not have any issues when a user is no longer granted access to Nagios XI (if a user left the company and their Nagios XI user account was deleted, their dashboards will be lost).

Finishing Up

This completes the documentation on understanding and using Dashboards in Nagios XI.

If you have additional questions or other support related questions, please visit us at our Nagios Support Forums:

https://support.nagios.com/forum

The Nagios Support Knowledgebase is also a great support resource:

https://support.nagios.com/kb