

Shelves and Cards - SKY Analytics

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Build structure and add context for better visualization in the Analytics Dashboard Worksheets. Every Worksheet contains shelves and cards, such as *Columns*, *Rows*, *Marks*, *Filters*, *Pages*, *Legends*, and more.

Options for Starting a View

1. Drag and drop fields from the *Data* pane onto the cards and shelves on the Worksheet.
2. Double-click one or more fields in the *Data* pane.
3. Choose a *Chart Type* from Show Me which identifies chart types appropriate for the fields selected.
4. For a *Tabular View*, drop fields onto the *Drop field here* grid.

Columns and Rows Shelves

Any number of fields may be placed and, as more fields are added, the level of detail is increased.

- The *Columns* and *Rows* shelves create the columns and rows of a table.
- *Dimensions* contain qualitative values such as names, dates, or geographical data. *Dimensions* placed on *Rows* or *Columns* shelves create column or row headers for the members of the *Dimensions* selected.
- *Measures* contain numeric, quantitative values. When *Measures* are placed on *Rows* or *Columns* shelves, quantitative axes are created.
- The members of the *Customer* dimension display as column headers while the *Prepay Dollars Left* measure is displayed as a vertical axis. Data is displayed using Marks and every Mark corresponds to a row or group of rows from the data source. The inner fields on the *Rows* and *Columns* shelves determine the default Mark type.
Example: If the inner fields are a *Measure* and a *Dimension*, the default *Mark* type is a bar. Manually select a different *Mark* type using the *Marks* card drop-down.

Filter Shelf

Specify which data to include and exclude by placing fields on the *Filters* shelf.

- Use *Measures*, *Dimensions*, or both at the same time.
- An internal filter is data filtered based on fields making up columns and rows of the table.
- An external filter is filtered data using fields not contributing headers or axes to the table.

Pages Shelf

Break a view into a series of pages to analyze how a specific field affects the rest of the data.

- Placing a *Dimension* on the *Pages* shelf adds a new row for each member in the *Dimension*.

- Placing a *Measure* on the *Pages* shelf automatically converts it to a discrete finite Measure.
- The *Pages* shelf creates a set of pages with a different view on each page.
- Each view is based on a member of the field placed on the *Pages* shelf.
- When adding a field to the *Pages* shelf, a page control is automatically added to the view. Navigate through the pages with this control.

Marks Card

The *Marks* card is a key element for visual analysis. Set the *Mark* type and encode data with *Color*, *Size*, *Shape*, *Text*, and *Detail*.

1. Drag the desired fields into the *Marks* card.
2. Set the *Mark* type for each field. Select the icon next to the field to change the property. Fields may be assigned a combination of *Label*, *Detail*, *Tooltip*, and *Color* properties. Fields may only be assigned by either *Size* or *Shape* - not both at the same time.
3. To change the appearance of the *Mark* type, select **Color**, **Size**, **Label**, **Detail**, **Tooltip**, or **Shape**.

Note: By default, dragging a new field to **Color** replaces the existing fields. To add a new field to **Color** without replacing an existing field, hold the **Shift** key down while dragging a new field to **Color** on the *Marks* card.

Additional Shelves, Legends, Cards, and Controls

Some Shelves, Legends, Cards, or Controls only display when options are selected as views are created.

- **Measure Values Shelf** – This Shelf displays at the bottom of the *Measures* area of the *Data* pane. It contains all the measures of data collected into one field. Measure Values automatically add to the view when multiple Measures are sharing the same axis.
- **Color Legend** – This shows how colors are allocated when there is a field on **Color**.
- **Shape Legend** – This shows how shapes are allocated when there is a field on **Shape**.
- **Size Legend** – This shows how sizes are allocated when there is a field on **Size**.
- **Map Legend** – This shows the legend for the symbols and patterns on a map. The map legend is not available for all map providers.
- **Parameter Controls** – A separate parameter control is available for every parameter in the workbook.
- **Title** – The sheet name defaults as the title. Double-click a title to edit.
- **Caption** – Choose *Show caption* from the *Worksheet* menu to display a caption for the view.
- **Summary Card** – Choose *Show summary* from the *Worksheet* menu to display a summary card for the view.

