Manage Analytics views

04/04/2019 • 5 minutos para ler • Colaboradores

Neste artigo

Prerequisites

Open Analytics to access views

Edit an existing view

Share a view

Favorite a view

Manage permissions for a shared view

Delete a view

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With Analytics views, you gain a simplified way to specify and share the filter criteria for a Power BI report based on the Analytics Service data store. The Analytics Service provides the reporting platform for Azure DevOps.

(Observação

If **Boards** is disabled, then **Analytics views** will also be disabled and all widgets associated with work item tracking won't appear in the widget catalog and will become disabled. To re-enable a service, see <u>Turn an Azure DevOps service</u> on or off.

Use this article to learn how to:

- Meet prerequisites to access Analytics views
- ✓ Open Analytics views
- Edit an existing view
- Share a view
- ✓ Favorite a view
- ✓ Manage permissions for a shared view
- ✓ Delete a view

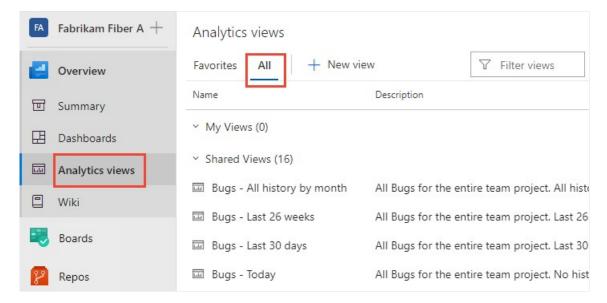
Prerequisites

- You must be a member of a project. If you don't have a project yet, create one. See Sign up for free.
- If you haven't been added as a project member, get added now. Anyone with access to the project, except Stakeholders, can view Analytics views.
- Boards must be enabled. If disabled, Analytics views won't display. To re-enable it, see Turn an Azure DevOps service on or off.
- Enable the Analytics Views preview feature either for the individual user or the organization.
- Have the View Analytics permission set to Allow. See Grant permissions to access the Analytics Service.

Open Analytics to access views

A set of default Analytics views are defined for each team project. You can view, modify, and create a custom view from **Analytics**.

From your web portal, expand Overview and choose Analytics views.

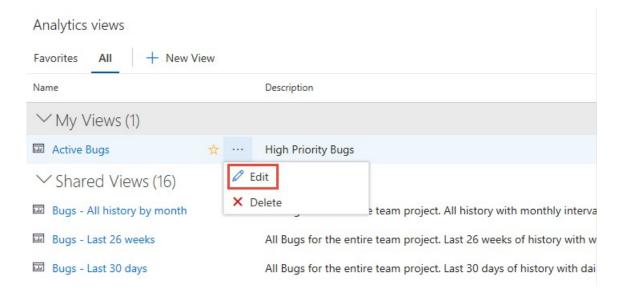


If you don't see the team or team project you want, choose the Azure DevOps logo to browse all projects.

Edit an existing view

The creator of a view and all members of the Project Administrators and Project Collection Administrators groups have permissions to edit, manage, and delete views.

1. From either the **Favorites** or **All** page, hover over the view you want to edit, click the ... actions icon and choose the **Edit** option. You can also choose **Edit** from the Summary panel.



- 2. You can edit any part of the view, in the same way you did to define a view. For details, see <u>Create an Analytics view.</u>
- 3. Save your changes.

Refresh your Power BI report to access the changes you made to the view.



If you remove fields from a view that are in use in the report, you'll need to update any Power BI report that references the view.

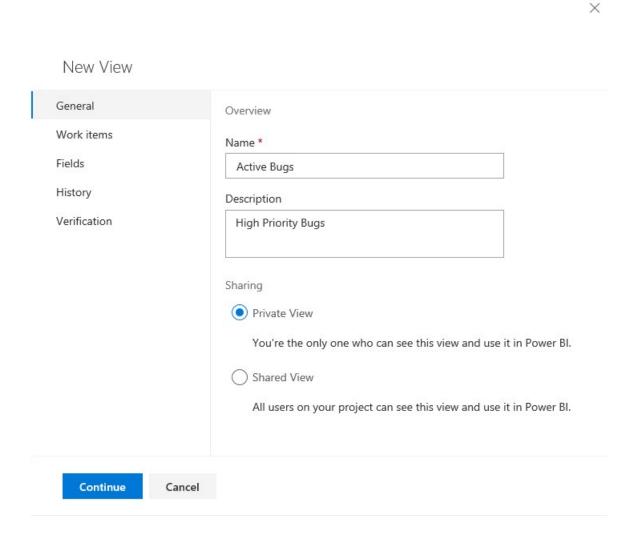
Share a view

All contributors to a project can view shared views and create Power BI reports based on them. When you create a view, you can choose to make it private or shared.

To share a private view, simply edit the view and change the sharing option to **Shared**. To unshare a view, switch the sharing option to **Private**.

(i) Importante

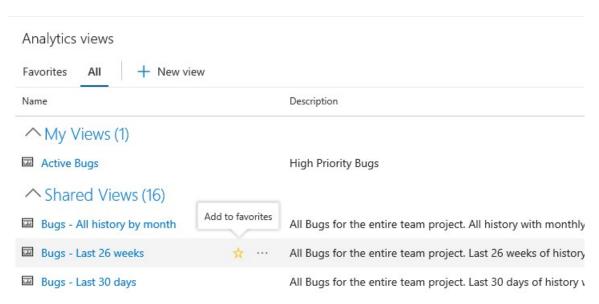
If you plan to share <u>Power BI reports or dashboards</u> based on an Analytics view, make sure the view is **Shared**. Otherwise, you are the only one who can modify the view and manually refresh the data. We recommend sharing views to support shared reports and dashboards.



Favorite a view

Favoriting an item provides a quick way to navigate to items you regularly visit. To favorite a view, hover over

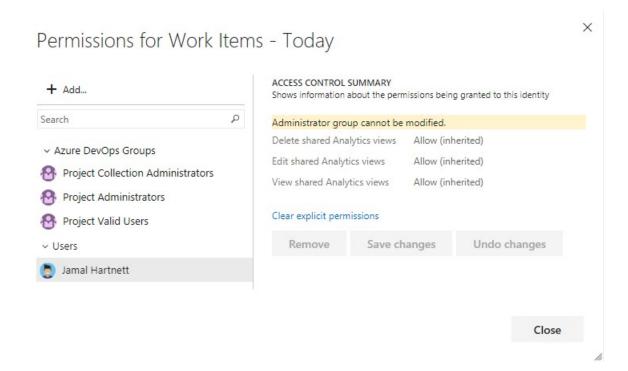
the view and choose the $\stackrel{\star}{\sim}$.



Manage permissions for a shared view

All members of the Contributors group for your project can use **Shared** views in Power BI. For shared views that you create, you can manage the permissions of users and groups to create, delete, or view a specific shared view.

- 1. To change the permissions for a shared view, open **Analytics views**, and choose **All**. For details, see <u>Create an Analytics view</u>.
- 2. Choose the ... actions icon and then select **Security**.
- 3. Change the permissions so that the team member or group can't edit or delete the view.
- 4. Add a user or group who you want to grant permissions to or restrict access.



For more information on managing permissions, see Add users to a project or specific team.

Delete a view

You can always delete a view you created. Once you delete a view, any Power BI report or dashboard that depends on the view will no longer refresh.

To delete a view, click the ... actions icon and choose X Delete from the menu.

Try this next

Create a Power BI report using an Analytics view

Related articles

- Create an Analytics view
- Data available from the Analytics Service
- Grant permissions to access the Analytics service
- Power BI integration overview