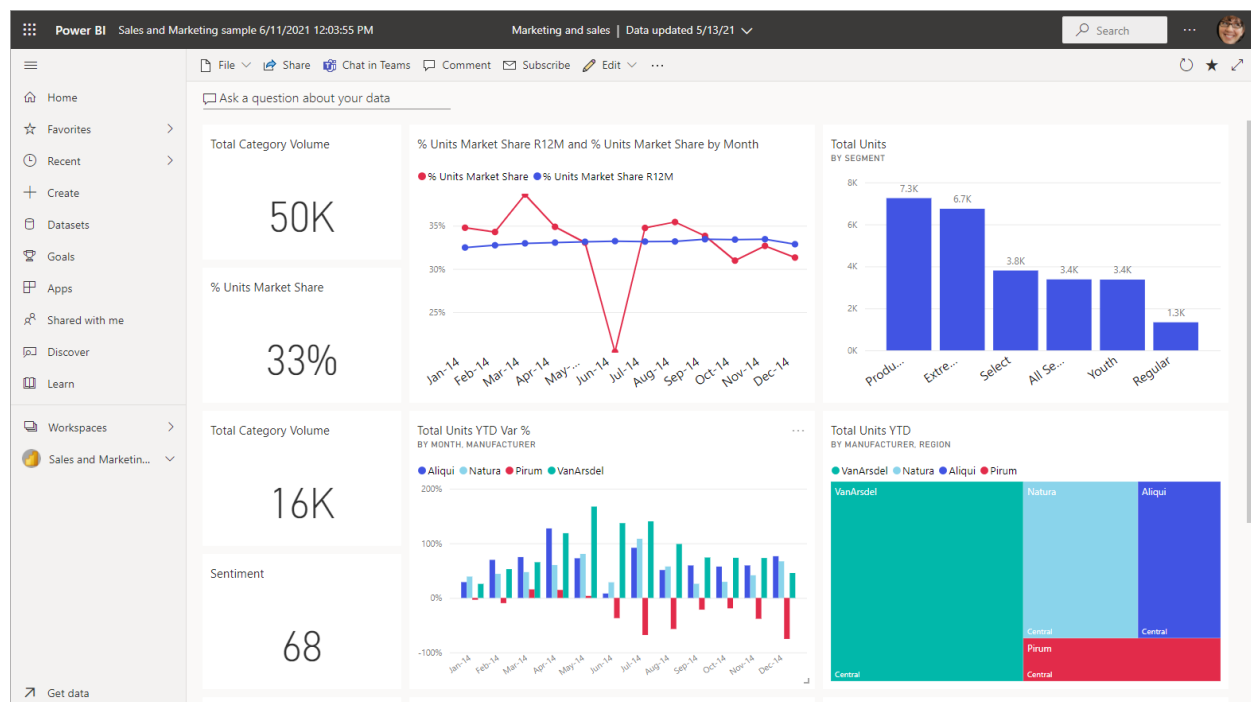# Interact with visuals in reports, dashboards, and apps

Article • 01/18/2023

APPLIES TO: ✅ Power BI service for **business users** ⊗ Power BI service for designers & developers ⊗ Power BI Desktop ✅ Requires Pro or Premium license

At its most basic, a ***visualization** (or *visual*) is a chart built by Power BI *designers* using the data in reports and semantic models.

Visuals are found on dashboards, in reports and can be created instantly using Power BI Q&A. When a designer creates a visual in a report, they can *pin* it to a dashboard. For more information, see Interact with visuals in reports, dashboards, and apps. The following example shows a dashboard with eight tiles.

> 💡 **Tip**
>
> We recommend first reading the overview topic **Basic concepts for the Power Bi service business user** before reading this more-detailed content.
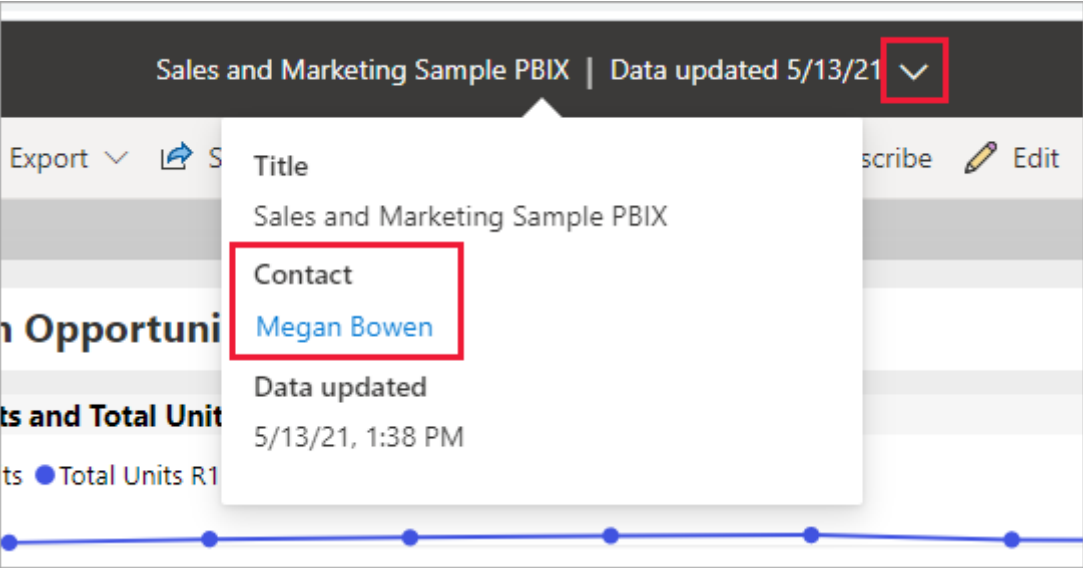
What can I do with visuals

Visuals are created by report and dashboard *designers* and shared with colleagues. The designer assigns different permissions to their colleagues, depending on how each

colleague will use the report or dashboard. For example, a *developer* can be assigned different permissions than a *business user*.

The following table lists the most common tasks for a *business user* with links to step-by-step instructions. *Business users* have many options for interacting with visuals to uncover insights and make data-driven business decisions.

The administrator or the *designer* can disable your ability to see or use these features. And some of these features only work on specific visual types. If you have any questions, contact your administrator or the owner of the report or dashboard. To find the owner, select the dashboard or report dropdown.

> ⓘ **Important**
>
> But first, a word about Q&A. Q&A is Power BI's natural language search tool. You type a question using natural language, and Q&A answers the question in the form of a visual. Q&A is a way business users can create their own visuals instantly. However, the visuals you create with Q&A cannot be saved. But, if there's something specific you want to learn from the data, and the designer didn't include it in a report or on a dashboard, Q&A is a great option. For more information, see **Q&A for Power BI business users**.

                                                    ⌟⌞ **Expand table**

Task	On a dashboard	In a report	In Q&A
Add comments to a visual or start a conversation with colleagues about it.	Yes	Yes	No

Task	On a dashboard	In a report	In Q&A
Open and explore the report where the visual was created.	Yes	n/a	No
View all the filters and slicers affecting the visual.	Yes, if you open in focus mode.	Yes	No
Open and explore a visual in Q&A (if the *designer* used Q&A to create the visual).	Yes	n/a	n/a
Explore and create a visual in Q&A (visuals created with Q&A can't be saved).	Yes	If designer has added Q&A to the report.	Yes
Use Power BI to find interesting facts or trends—automatically generated visuals are called insights.	Yes, for tiles.	No	No
View one visual at a time using *focus* mode.	Yes, for tiles.	Yes, for visuals.	n/a
Check the visual's timestamp and see the latest refresh time.	Yes	Yes	n/a
View one visual at a time, without borders or nav panes, using *full screen* mode.	Yes	Yes	By default
How to Print from the Power BI service.	Yes	Yes	No
Dig into the visual by adding and modifying visual filters.	No	Yes	No
Hover over a visual to reveal additional details and tooltips.	Yes	Yes	Yes
How visuals cross-filter and cross-highlight each other in a Power BI report.	No	Yes	n/a
Show the data used to create the visual.	No	Yes	No
Change the way the visual is sorted.	No	Yes	You can change sort by rewording the question.

Task	On a dashboard	In a report	In Q&A
Add a spotlight to a visual.	No	Yes	No
Export data to Excel from a Power BI dashboard tile or a report visual.	Yes	Yes	No
Create an alert to notify you when a value crosses a limit you've set.	Yes	No	No
Cross filter and cross highlight the other visuals on the page.	No	Yes	n/a
Drill a visual that has a hierarchy.	No	Yes	No

Next steps

- Basic concepts for the Power BI service business users
- View a report in the Power BI service for business users
- Visualization types in Power BI