Org charts

To customize your org chart, select any shape and make edits in the contextual panel that appears. Learn more about org charts here.

Import org chart data

Generate an org chart from your own data source. Start by clicking "Import data" in the shape library panel.

Conditional formatting

Conditional formatting offers a great way to highlight important information or visually alert you when something needs attention. Learn how to use Conditional Formatting here.

Lucidchart basics

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Laser Pointer

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To add a new employee, select the org chart, hover over an employee card, and click one of the adjacent plus buttons.

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