



# Cooking up some healthy ITSM Reporting Dashboards with Custom Charts



Featuring *Chef Becky* Head of Customer Education





# Recipe One

## 1D Table Chart - Customer Satisfaction (CSAT) Ratings

1. Click **Add Gadget**.
2. Type **Custom Charts** in the gadget search box.



Click **Add** once you've found it.  
The gadget will automatically be in  
Edit mode.

### CSAT Ratings for JSM Project



Satisfaction	Issues	%
★ 1 Star	2	18%
★★ 2 Stars	2	18%
★★★ 3 Stars	3	27%
★★★★ 4 Stars	3	27%
★★★★★ 5 Stars	1	9%
Total	11	100%





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3. Briefly review the Splash Screen for a quick overview of Custom Charts by using the arrows to move through each slide. Once you reach the last slide, click the **rocket ship** in the top right corner to close out the Splash Screen.
  4. Set the **Source** dropdown to be **Projects** and select your Jira Service Management (JSM) project.
  5. In the **Chart By** dropdown, type **Satisfaction** into the search box and select the field.
  6. For the **Chart Type** in the top left of the gadget, choose the **1D Table Chart** option.
  7. Give your chart a Title in the **CHART TITLE** box. Name it "CSAT Ratings for JSM Project".




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8. OPTIONAL: On the right side in the chart configuration settings, in the **Chart By** section, rename the Satisfaction segments.
- a. Click the **pencil icon** next to the segment titled "1"
    - i. In the text box, type "★ 1 Star", then hit **Enter**
  - b. Click the **pencil icon** next to the additional segments and rename them in a similar manner as "1".
9. Reorder the segments by clicking the 2 columns of dots next to the color picker for the segment and dragging/dropping the segments. They should be arranged in this order: ★ 1 Star, ★ ★ 2 Stars, ★ ★ ★ 3 Stars, ★ ★ ★ ★ 4 Stars, ★ ★ ★ ★ ★ 5 Stars.
10. Click Save in the bottom right of the gadget to lock in the configuration.
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# Recipe Two

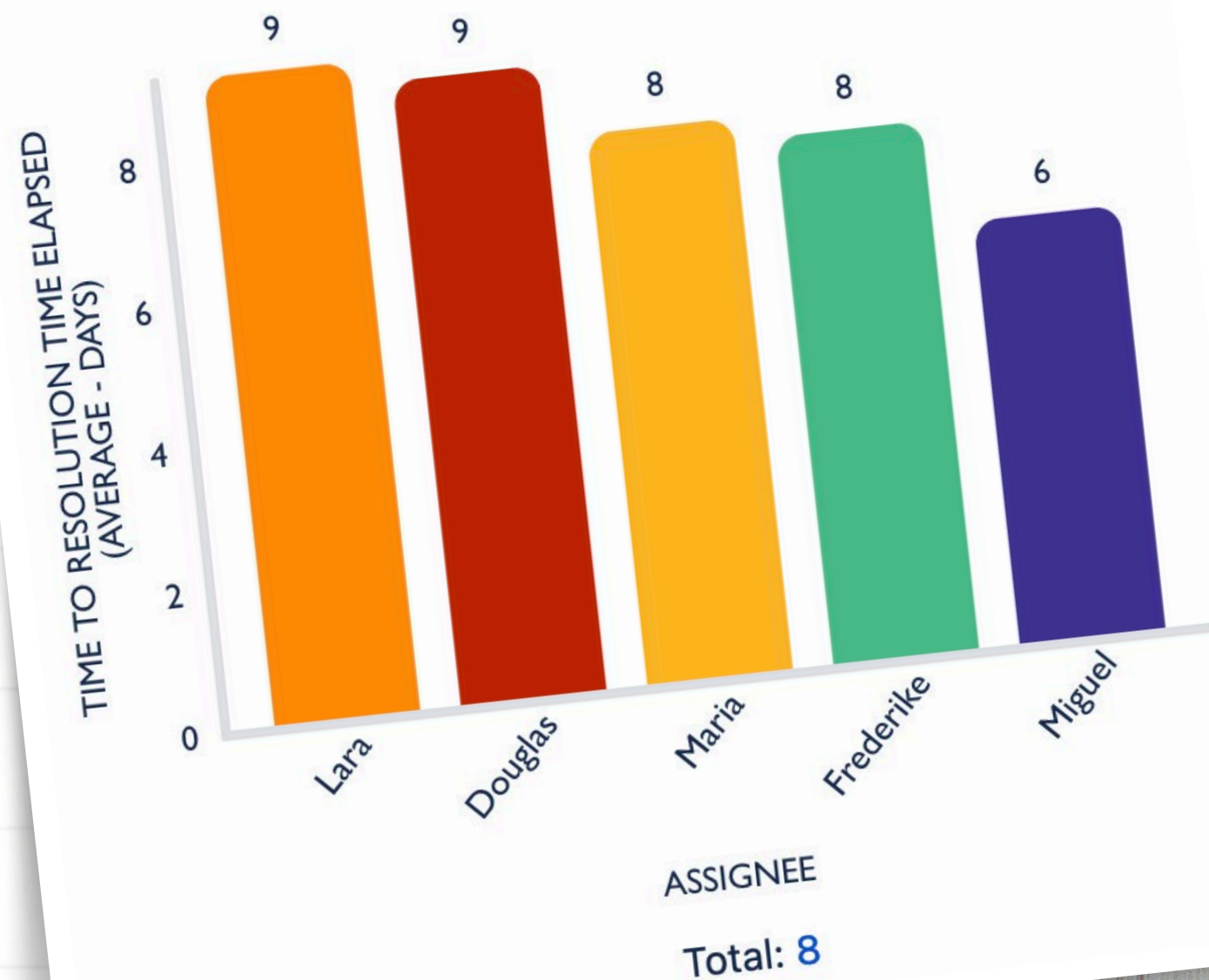
## 2D Stacked Bar Chart Showing Issues By Assignee in Each Status

1.  Add the Custom Charts gadget to your Dashboard.

2. Set the Source of your chart to be **Projects** and choose your **Jira Service Management (JSM) project**.
3. For the **Chart Type** in the top left of the gadget, choose the **2D Stacked Bar Chart** option.



### Custom Charts

#### Average Time to Resolution by Assignee



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4. For the **Chart By** dropdown, choose **Assignee**.
5. For the **Group By** dropdown, choose **Status**.
6. Give your chart a Title in the **CHART TITLE** box. Give the chart a descriptive title!
7.  Optional Challenge  - in the **Chart By** settings on the right of the gadget, if you have any **Unassigned** issues, use the **trash can** icon next to the segment to hide it!
8. Click **Save** in the bottom right of the gadget to lock in the chart configuration.




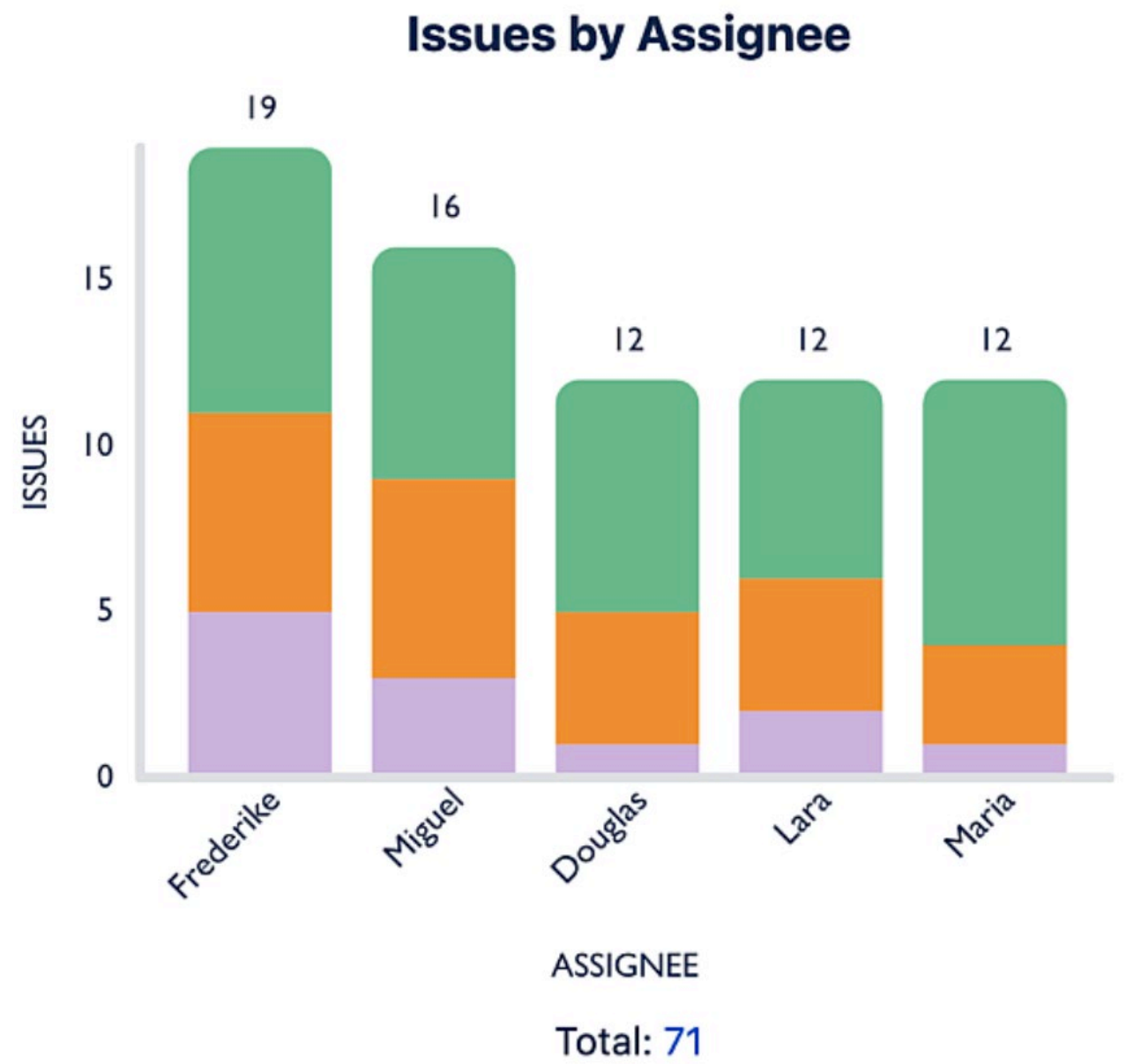
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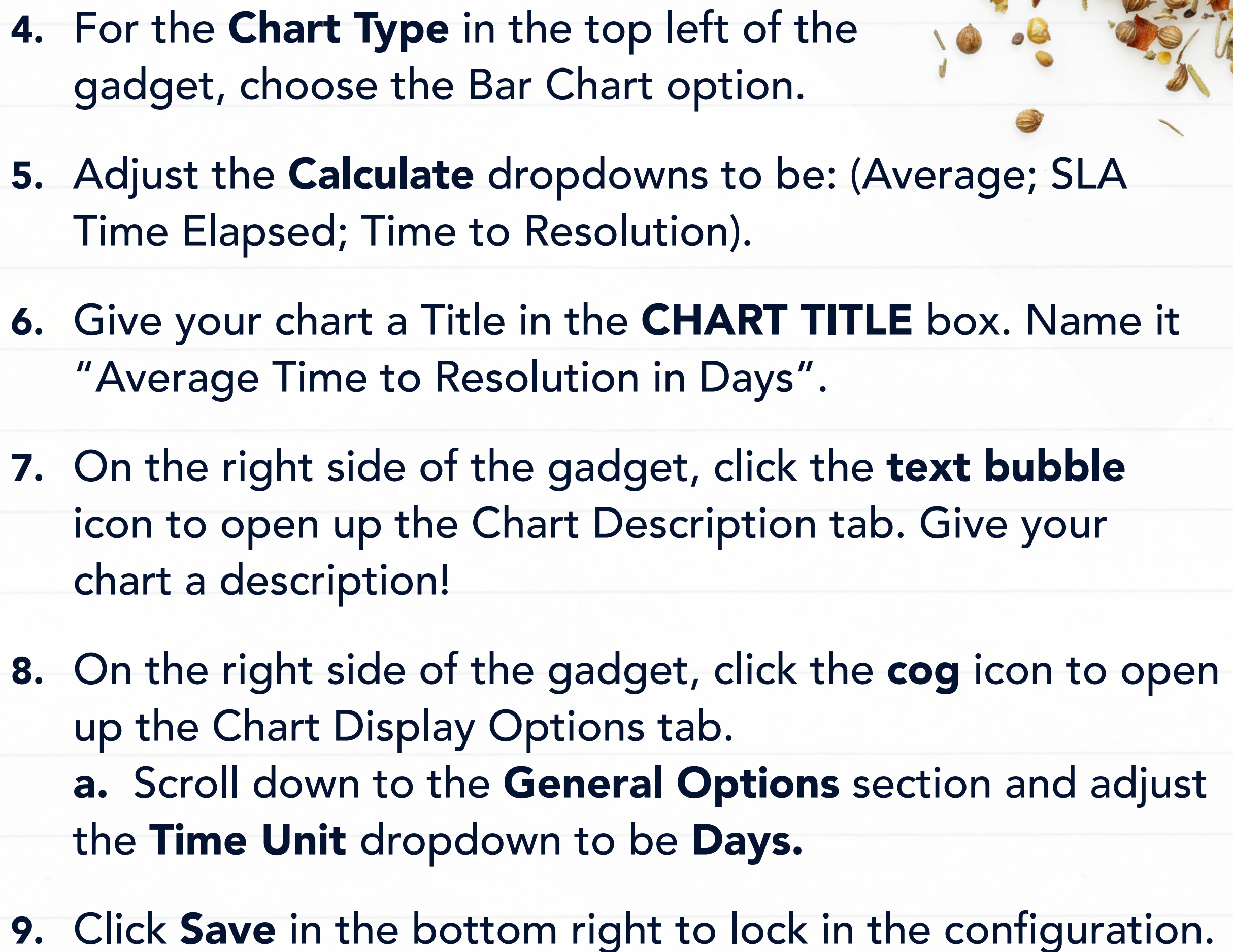
# Recipe Three

## Average Time to First Response by Assignee

1.  Add the Custom Charts gadget to your Dashboard.
2. Set the **Source** of your chart to be **Projects** and choose your **Jira Service Management (JSM)** project.
3. For the **Chart By** dropdown, choose **Assignee**.





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4. For the **Chart Type** in the top left of the gadget, choose the Bar Chart option.
  5. Adjust the **Calculate** dropdowns to be: (Average; SLA Time Elapsed; Time to Resolution).
  6. Give your chart a Title in the **CHART TITLE** box. Name it "Average Time to Resolution in Days".
  7. On the right side of the gadget, click the **text bubble** icon to open up the Chart Description tab. Give your chart a description!
  8. On the right side of the gadget, click the **cog** icon to open up the Chart Display Options tab.
    - a. Scroll down to the **General Options** section and adjust the **Time Unit** dropdown to be **Days**.
  9. Click **Save** in the bottom right to lock in the configuration.