

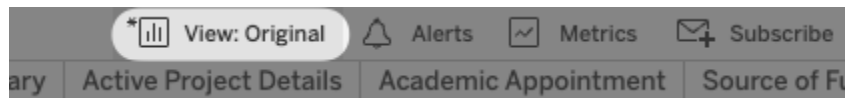
What are custom views?

A custom view is a copy of a view that has your selections and filters applied. You can use Custom Views to save your filters, sorts, or selections, without changing the original view. Custom Views are a good option if you find yourself changing a report's filters every time you open it.

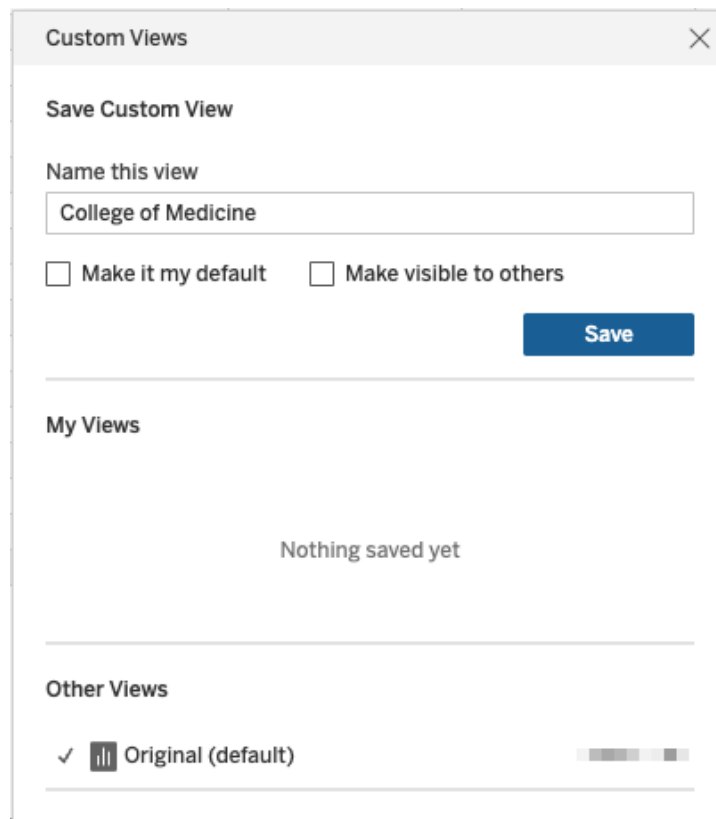
How can I create a custom view?

To subscribe to a view or report, follow these steps:

1. Open and log into Tableau Server and navigate to the view you want to create a custom view for.
2. Filter the data, change sorting, select specific marks, zoom in or out, or add modifications.
3. Choose View in the toolbar.



4. In the Custom Views dialog, enter a name for the Custom View, and select "Make it my default."

A screenshot of the 'Custom Views' dialog box. The dialog has a title bar with 'Custom Views' and a close button. The main content area is titled 'Save Custom View'. Under 'Name this view', there is a text input field containing 'College of Medicine'. Below the input field are two checkboxes: 'Make it my default' (checked) and 'Make visible to others' (unchecked). A blue 'Save' button is positioned to the right of the checkboxes. Below the 'Save' button is a section titled 'My Views' which is currently empty, with the text 'Nothing saved yet' centered below it. At the bottom of the dialog is a section titled 'Other Views' containing a single entry: 'Original (default)' with a checkmark and a small bar to its right.

5. Click Save.