Lesson 5: Compound Layouts

Exercise 5a: Modifying compound layouts

A **Compound Layout** is a view that contains one or more of the other Views created for a single Answers analysis. In this exercise we’ll modify the contents of a compound layout.

1. If it isn’t already open, open the **Column Filters** analysis for editing. By default, the initial Compound Layout view, consisting of a Title view and a Table view, should be visible on the **Results** tab.

2. In the Views section, click to highlight the **Arts & Sciences graph** view, then click the **Add View** icon on the Views header. This will add the view to the visible Compound Layout, placing it at the bottom of all other views.

Notice that the Add View icon is now grayed-out. Whenever the highlighted view is already present in the visible Compound Layout, it cannot be added again.
We also want the other two graphs to be present in this Compound Layout. Instead of using the Add View icon, which places a view below all other included views, we can take control over where the view should be added.

3. Click to highlight the **Office of Human Resources graph** in the Views section, then click, hold, and drag it into the Compound Layout. We want this graph to sit immediately to the right of the **Arts & Sciences graph**. Drag the mouse into the rightmost portion of the Arts and Sciences graph, until you see a bright blue line that extends from the top to the bottom of the Arts and Sciences graph, as shown below. The bright blue line indicates a valid drop point. Release the mouse button, and the Office of Human Resources graph will be dropped at that location.

4. Likewise, pick up and drag the Graduate School graph, dropping it between the two existing graphs in the Compound Layout.
5. Compare your Compound Layout view to this screenshot:

![Comparative screenshot of Compound Layout view]

6. If you don’t want a particular view to be visible on your Compound Layout View, you may remove it. Click the **Remove View From Compound Layout** icon for the **Title** view to remove it from the Compound Layout.

![Remove View From Compound Layout icon]

Note that this icon performs a different function than the icon on the Views header. The icon on a header within the Compound Layout removes that view from this Compound Layout. The icon on the Views header deletes the view entirely from the analysis.
7. Views already present on a Compound Layout may be moved around. Click in the header bar of the Table view, then hold and drag it below the three graphs. When you see the bright blue line extending horizontally across all three graphs, release the mouse button to drop the table view at that location.

![Compound Layout Screenshot]

You aren’t limited to just moving views up and down. You can add and rearrange the views in almost any configuration. Just grab a view’s header, drag it until you see the bright blue drop line in your selected location, and release the mouse button to drop it there.

8. Resave the **Column Filters** analysis.
Exercise 5b: Using Dashboard Preview mode

Perhaps we would like to get an idea of what this layout would look like without all of the extra view headers and icons.

1. In the toolbar at the top of the Compound Layout, click the Dashboard Preview icon, circled below:

![Dashboard Preview icon]

2. A new browser window should open, displaying the Compound Layout without the extra view headers and icons.

3. Close that new browser window.