

# Edit Practice Dashboards

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You can edit a practice dashboard from the **Dashboards** page.

## Edit a practice dashboard

1. Select **Account > Practice Management > General Management > Dashboards**.
2. Select **Edit** for the specific dashboard to open the **Edit Dashboard** drawer.

Dashboard	Type	Role	Actions
Billing	Practice	Billing Staff	<a href="#">Edit</a> <a href="#">Delete</a>
Front Office (Scheduling)	Practice	Office Manager Staff	<a href="#">Edit</a> <a href="#">Delete</a>
Demo	Practice	All Roles	<a href="#">Edit</a> <a href="#">Delete</a>

Showing 3 of 3 records

2. Make your changes and select **Save Dashboard**.

### Edit Dashboard

Dashboard Name \*

Role

Leave blank to grant access to everyone for this dashboard.

**Widgets (Up to 5)**

Provider

- Appointments
- Messages
- Tasks
- No Show Predictor

Billing

- Claim by Claims Status
- Patient Balance
- Post

Appointment Visibility

[Cancel](#) [Save Dashboard](#)