

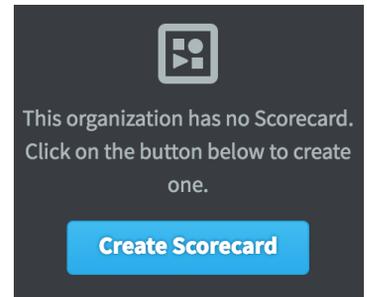


Create a Scorecard

Click on the Briefcase icon (top-left) and select the Organisation where you want to create a Scorecard.

Click on the blue Create Scorecard button, a Create Scorecard dialogue box will appear.

Note: If a Scorecard already exists, you will be taken to the scorecard



Create Scorecard

Name
HQ Scorecard

Description
This is the overall Scorecard for International Limited and is used to provide a company overview by linking to other scorecards

Tags
HQ Scorecard overview

Cancel [Create](#)

Add the name of the scorecard (we have called this one HQ Scorecard) and add a description.

You can optionally add search Tags that can be used at a later date to search for this scorecard.

Click on the blue Create button to create the scorecard.

The Scorecard structure will be created as below. Please note, at the moment it contains no data - this will be derived from your Metrics at a later date:

