

FIELD-READY TEMPLATE

Dashboard Design Canvas

Plan a decision-focused dashboard before choosing charts or software.

START WITH A DECISION, NOT A FORM.

Ask what decision the evidence should inform before deciding what to measure.

How to use this template

Use this canvas before building a dashboard. Keep the audience and decisions visible throughout design.

Dashboard audience	
Update frequency	
Dashboard owner	

Working table

Design element	Working notes
Top decisions this dashboard should support	
Core questions	
Key indicators / sources	
Comparison or disaggregation needed	
Visual / table format	
Action or review routine	
Data-quality / limitations note	

Quality check

- Can the audience answer a question within 30 seconds?
- Does every visual support a decision?
- Is there an agreed review routine after refresh?