Overview report

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The **Overview** report displays a line graph of visits to your knowledge base for the selected time period. You can update the graph to display a handful of different metrics and export the graph as an image for use in presentations, documents, and performance tracking.

It's a top-level report available in the **Choose your report** dropdown.

> **Updated hourly**
> The Overview report updates all of its statistics once per hour. Most other reports update in near-real-time as visits occur.

How to view the report

To open the Overview report:

1. Go to **Reporting** > **Owl Analytics**.
2. Select **Overview** from the **Choose your report** > **Type** dropdown.
3. Select the time **Period** you want the report to display. Refer to Use the Period filter for more information on the options available.
4. By default, reports include views and visits from authors and readers. Use the **Audience** to filter to **Readers (no authors)** or **Authors only**. Refer to Use the Audience filter for more information on the options available.

Anatomy of the report

The Overview report opens in the main report window. It includes the **Visits over time** line graph and several sections:

Sample Overview report

Let's review each section in more detail below.

1: Visits over time graph

The **Visits over time** graph plots the selected metric(s) in a line graph.

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2: Export as image

Select the **Export as Image** icon (the picture icon) to open a modal with just the image in it.

Right-click on the image and select **Save image As...** to save the image to your computer as a .png with the filename of your choice.

This can be a great way to share these metrics with a larger audience, in a presentation, as part of key performance indicators, and so on!

3: Change period selector

Use the **Change period** icon and label (a calendar with the current x-axis period label) to change the time period used for the x-axis. Choose from **Day**, **Week**, **Month**, and **Year**.

4: Rows to display

Use the **Rows to display** numeric dropdown to change the number of the selected periods to display. Choose from 3, 6, 12, 24, 36, and 120.

4: Visits overview metrics

The **Visits overview** section displays all of the overview metrics available in this graph.

Each metric includes a small, simplified version of the metric with dots to indicate the highest and lowest point.

Select any of the **Visits overview** metrics to update the Visits over time graph to explore the metrics in more detail, export as an image, and so on.

Options include:

- Visits and unique visits
- Average visit duration
- Bounce rates
- Actions per visit
- The maximum number of actions in one visit
- Pageviews and Unique pageviews
- Searches
- Downloads
- Outlinks

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