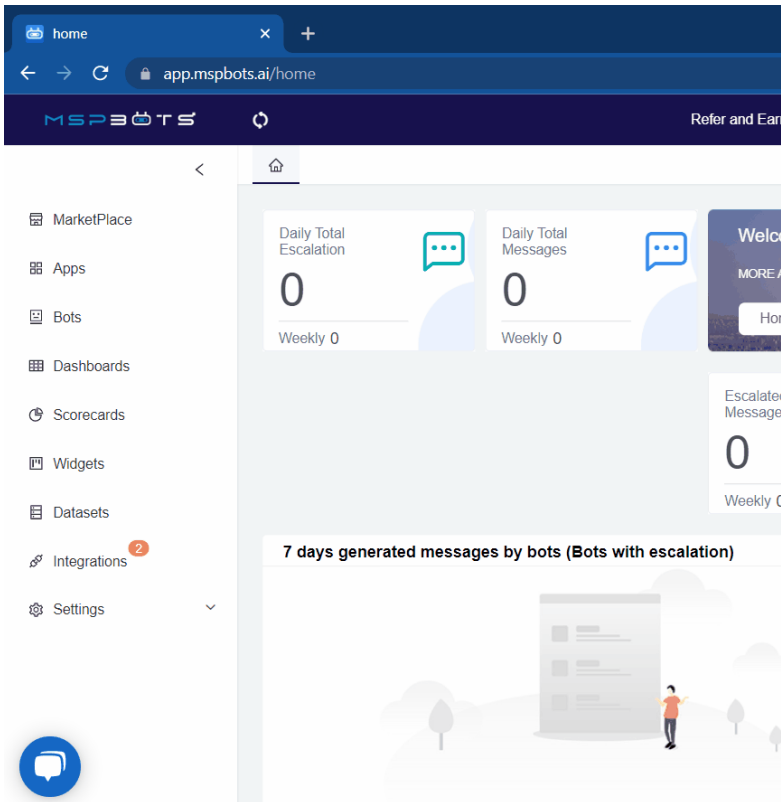


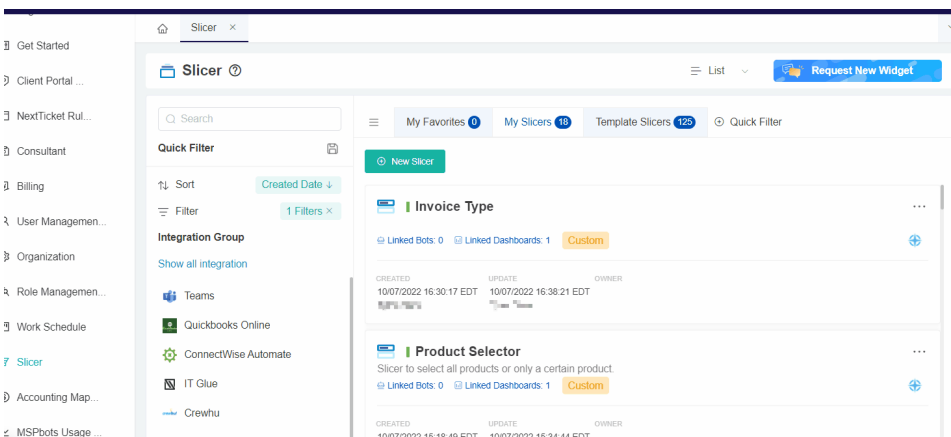
How to Create a Date Range Slicer

To make a date range slicer:

1. On the MSPbots app menu, navigate to **Settings > Slicer**.

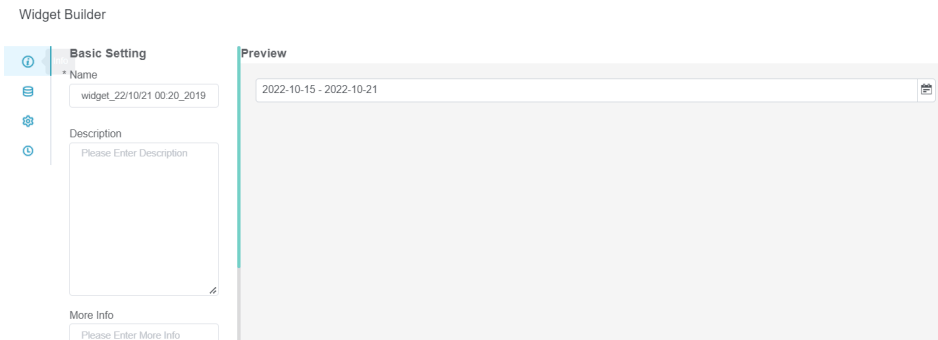


2. Click the **+ New Slicer** button.
3. When the New Widget window appears, select the type of slicer you need to create. For our example, select **Date Range**.

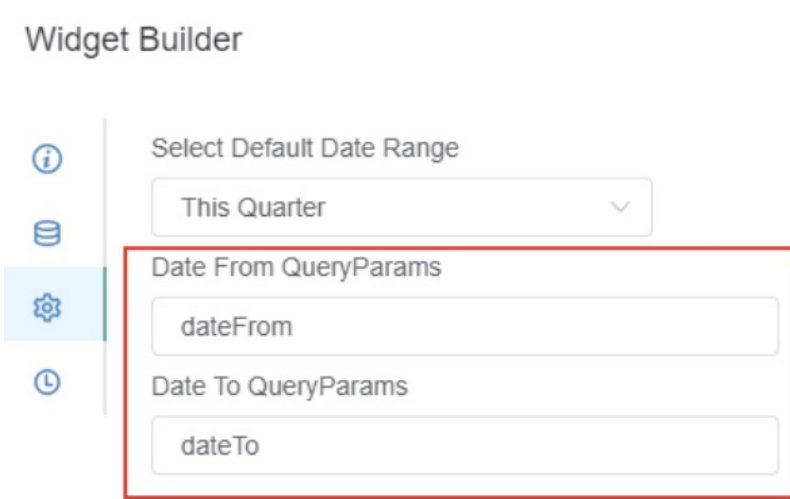


4. On the Widget Builder window, enter the widget **Name** and **Description**, then click **Save**.

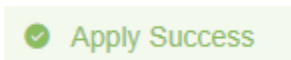
- Click the configuration icon and select a pre-defined **Date Range** setup.



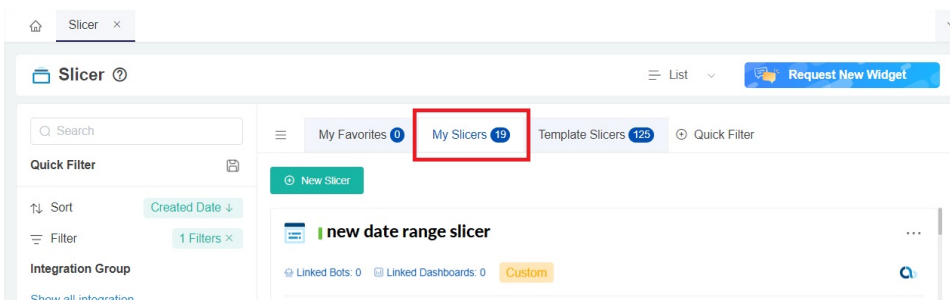
- Keep the default settings for **Date From** and **Date To Query Parameters**.



- Then, click **Apply** to save. This action will show the following notification.



- To check your new slicer, go back to **Slicer** on the app menu then click the **My Slicers** tab.



- Add the slicer to your dashboard. See [How to Add a Slicer to the Dashboard](#).

Related Topics

- [What Filter Conditions and Formats are Available for Creating Widgets](#)
- [How to Create Slicers in Widgets](#)
- [How to Add a Slicer to the Dashboard](#)