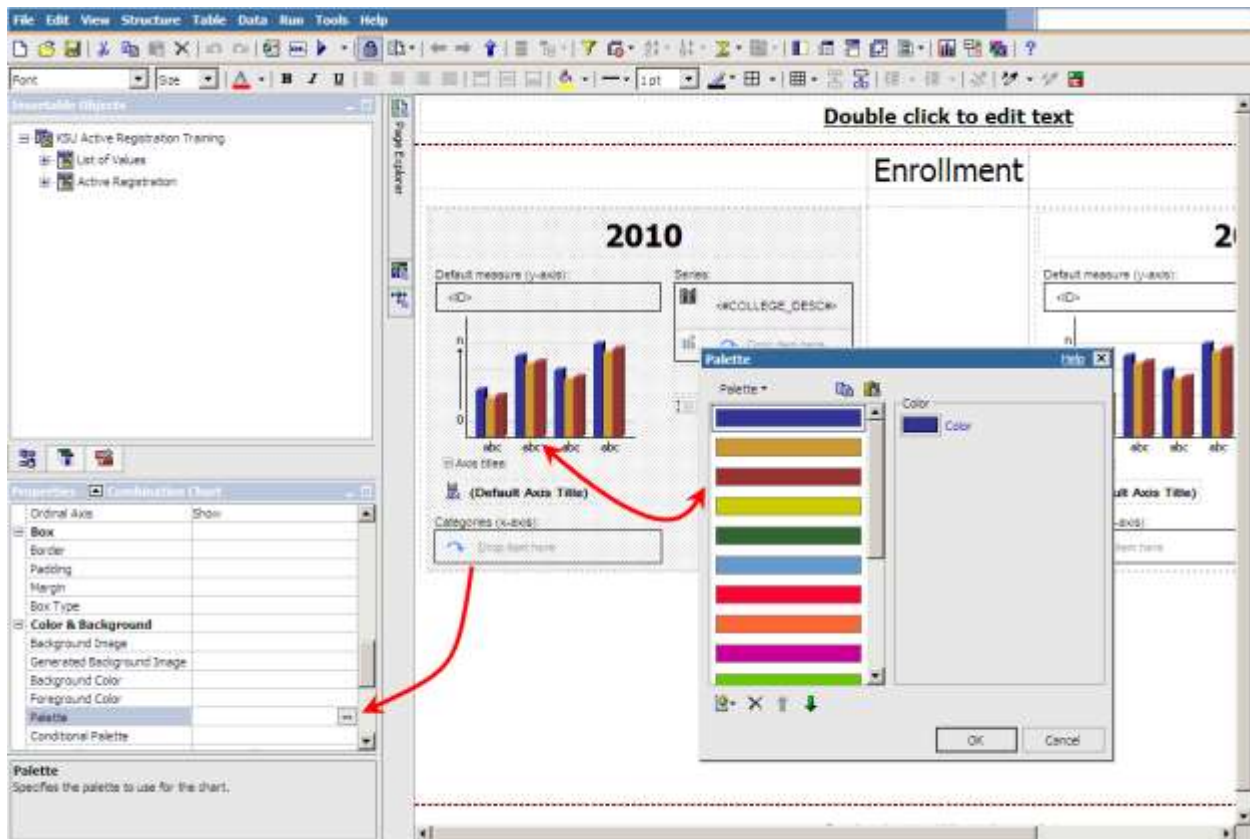


Introduction

With Cognos Report Studio you can create and reuse custom color palettes.

Creating Custom Color Palette - Change the Order



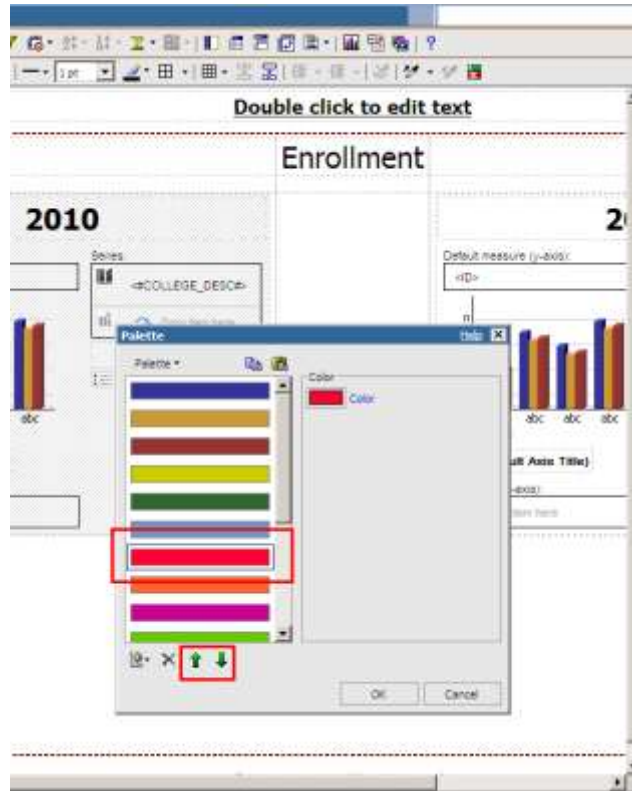
Follow these steps to customize your color palette:

1. Highlight entire chart
2. Scroll down properties pan
3. Locate palette
4. Click ellipsis

Create and Reuse Custom Color Palettes

5. Palette will open

NOTE: Order of colors in palette will be followed by chart

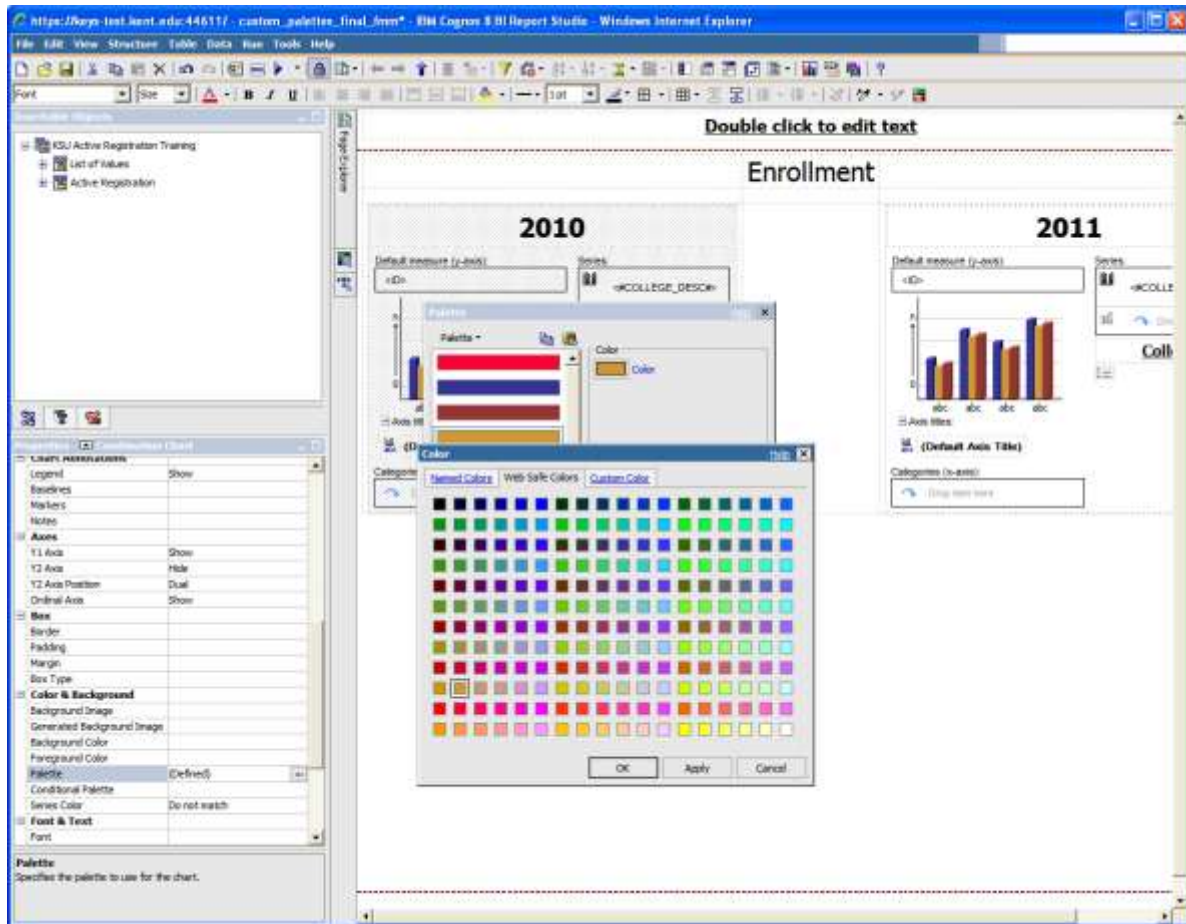


6. Highlight color you want to move, select the move up or move down arrow until it is at the desired location.

HINT: Contrast colors so they stand out in chart, otherwise they may fade into each other.

Create a Custom Color Palette - Change the Colors

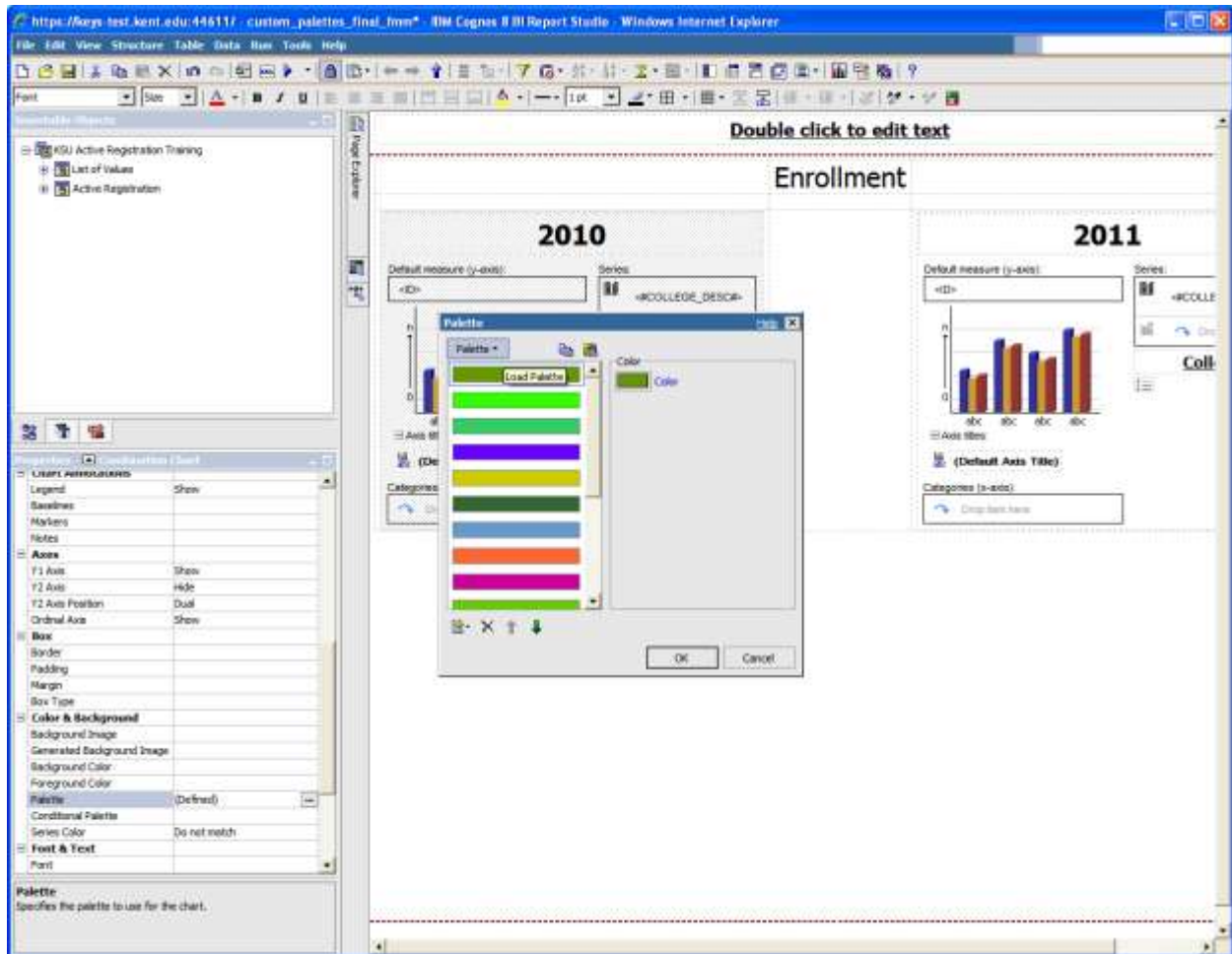
Not only can you change the order that the colors appear in your chart(s), you can change the palette as well.



1. Click the color link under color pane for selected color
2. The color swatch will open
3. Select the color
4. Click OK

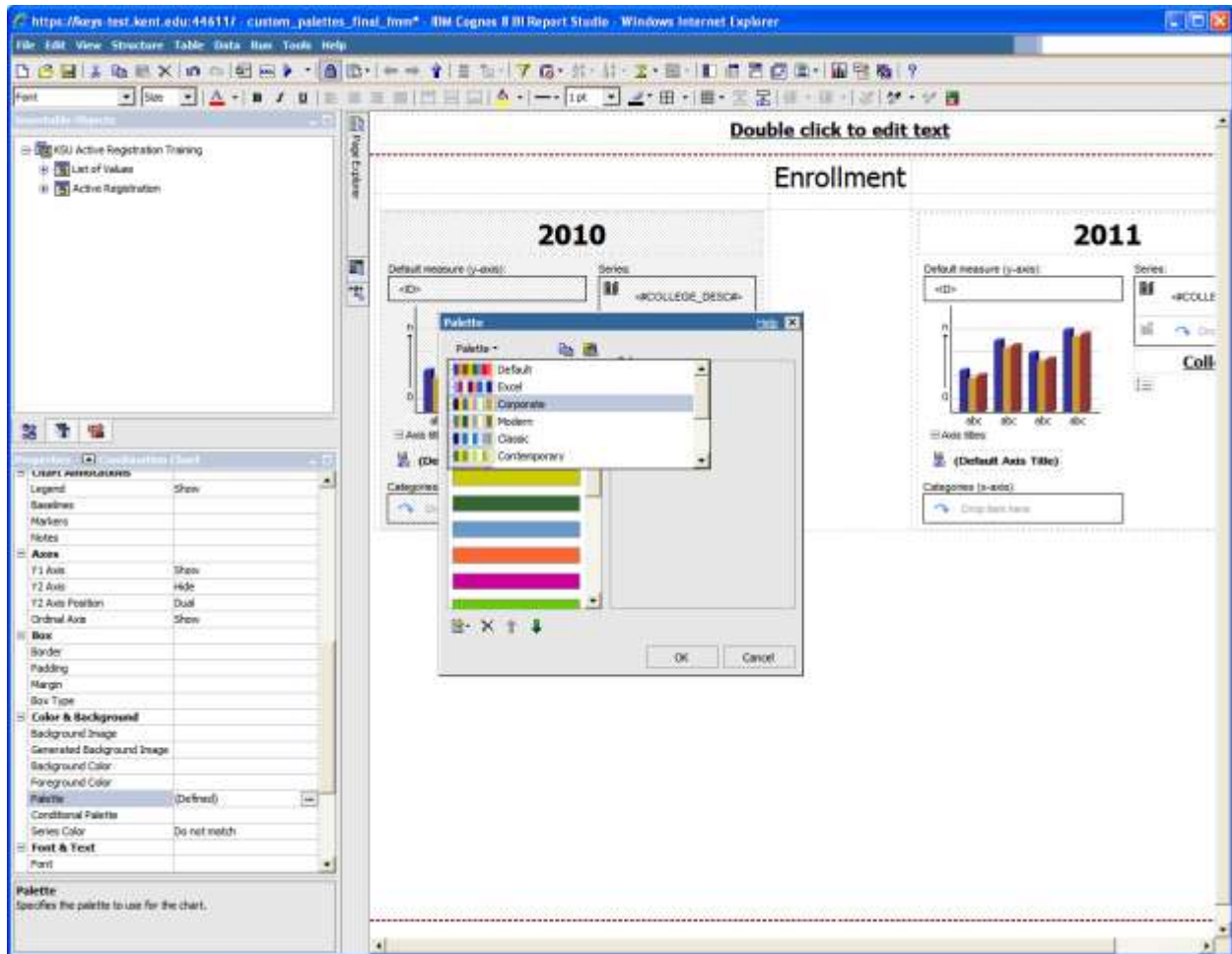
Selecting Pre-Defined Palette

If you don't want to customize a color palette for a chart, Cognos has several pre-define color palettes that can be used.



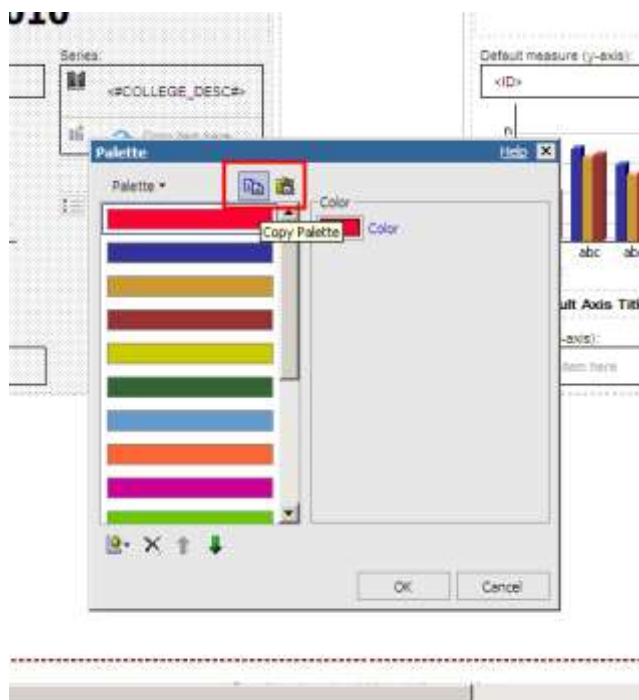
1. Select load palette

Create and Reuse Custom Color Palettes



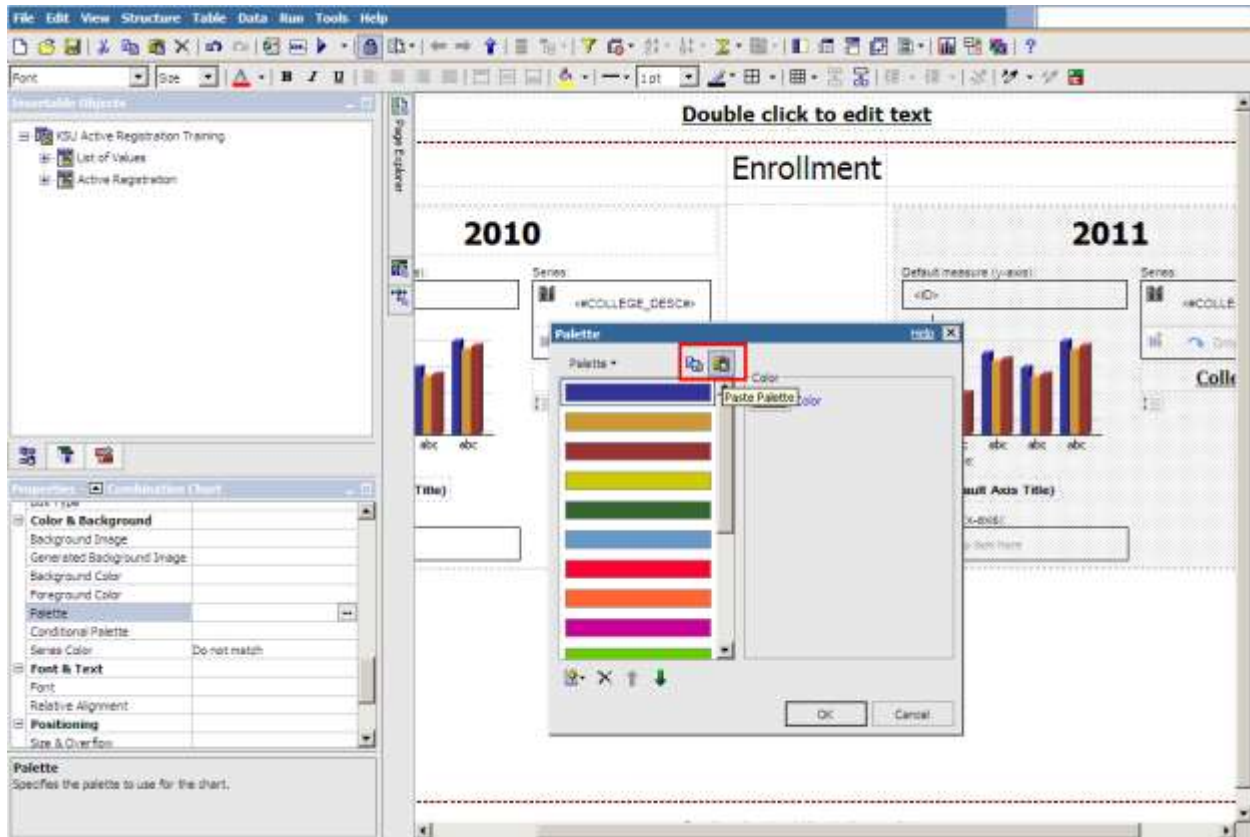
2. Select the palette
3. Run the report after you select ok to see how it looks. You can change the color in the custom palettes just like before.

Reuse/Copy Color Palette



1. Open palette
2. Select copy

Create and Reuse Custom Color Palettes



3. Select second chart
4. Open palette from properties pane
5. Select paste

For additional information regarding Cognos, policies and access, or modifications to the ODS, contact the Business Intelligence Team at cognos@kent.edu. For technical assistance, contact the IS Help Desk at 672-HELP (4357).



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