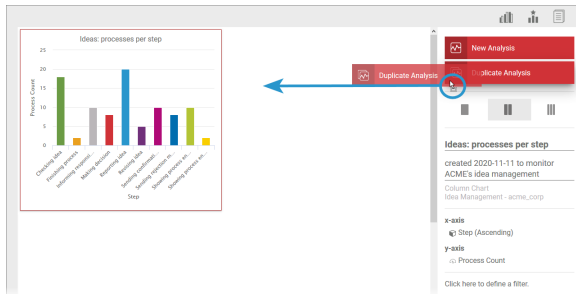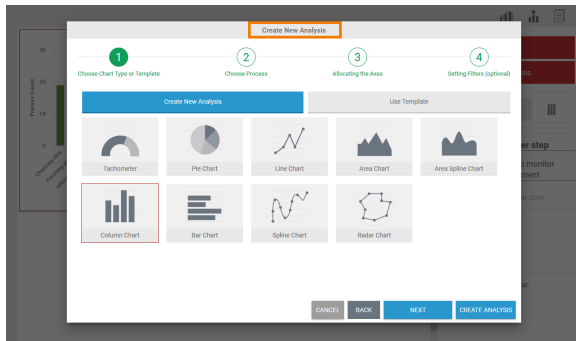# Duplicating an Analysis

It can be helpful to copy an already created analysis, for example to experiment with the filter settings without changing the original. Use the **Duplicate Analysis** link in the sidebar to copy an analysis. In the content area, mark the analysis you want to copy. Then drag the **Duplicate Analysis** link onto the Process Analyzer:

The Create New Analysis Wizard will open. In contrast to the creation of an analysis, the wizard is not "empty", but is pre-filled with the data from the template. For example, in step 1 the chart type has already been selected:

You can now progress through the wizard step by step and make adjustments to the settings of the master copy.

If you wish to create an exact copy of the analysis, use the **Create Analysis** button already available in step 1. The duplicate is created in the Process Analyzer. You can edit the settings of the copy as usual via the **Analyses Sidebar**:

> ✅ If you are likely to reuse an analysis multiple times, it is advisable to save it right away as a template. Refer to chapter Templates for further information on the creation and use of templates.