

HOW TO SET UP OUR DATA STUDIO MARKETING REPORT

10 easy steps to get you started



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HOW TO SET UP OUR DATA
STUDIO MARKETING REPORT

STEP ONE

Make sure you have a Google Analytics account and it is connected to your website.

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STEP TWO

Make sure you are logged into your Google account and open the Data Studio Marketing Template, by clicking [here](#).

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STEP THREE

You will need to make a copy of the template before you can edit it. To do so, navigate to the top right and click the three dots. A dropdown will appear with an option to make a copy of the report.



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STEP FOUR

You will be asked to select a new data source for your report before copying. Do this by clicking on the drop down arrow under New Data Source as indicated on the picture below.

The screenshot shows a dialog box titled "Copy this report" with the instruction "Select a data source(s) to be added to the new report." It features two columns: "Original Data Source" and "New Data Source". Both columns currently show "[Sample] Google Analytics Data". A red circle highlights a small downward-pointing arrow (dropdown menu) to the right of the "New Data Source" entry. At the bottom, there are "Cancel" and "Copy Report" buttons. A note at the bottom states: "Note that **report editors** can create charts using the new data sources and can add dimensions and metrics not currently included in the report."

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STEP FIVE

You will then be able to add your Google Analytics Data source by clicking on "Create New Data Source".

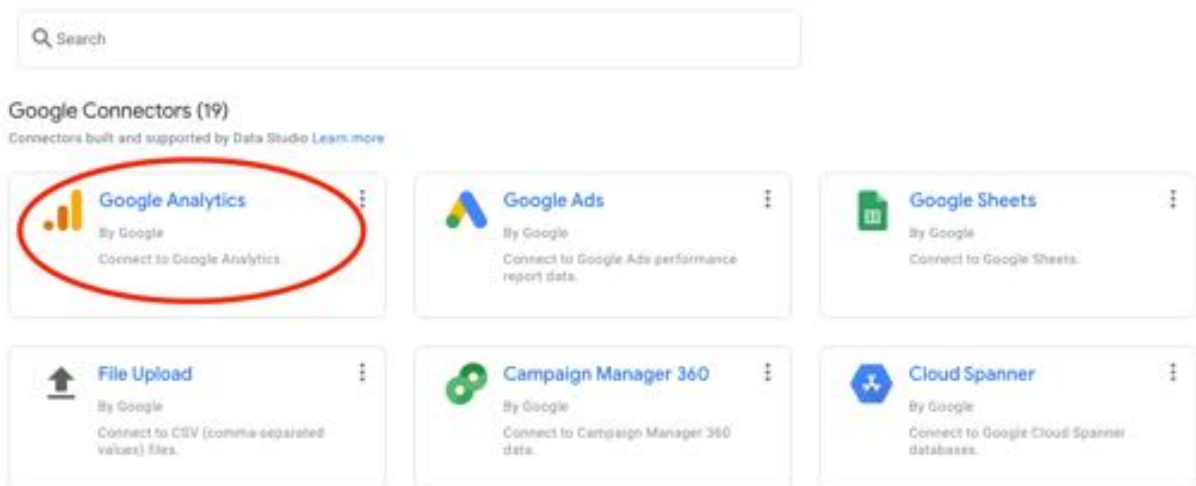
This screenshot shows the same "Copy this report" dialog box, but with a search bar at the top right labeled "Search data source name". A list of data sources is displayed on the right side, including "All Web Site Data", "[Sample] World Population Data 2005 - 2014", and "[Sample] Google Analytics Data". A red oval highlights a button at the bottom of this list labeled "CREATE NEW DATA SOURCE". The "Original Data Source" column on the left still shows "[Sample] Google Analytics Data". The same note about report editors is present at the bottom.

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STEP SIX

Click on Google Analytics from the Google Connectors list.

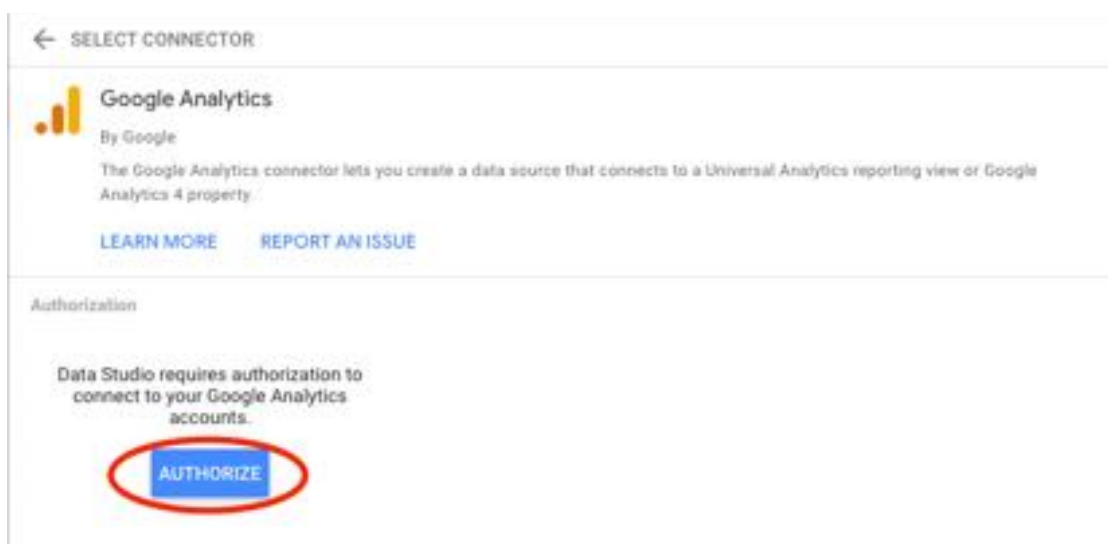


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STEP SEVEN

In the next step, you will be asked to authorise to connect your Google Analytics Account. Click authorize.

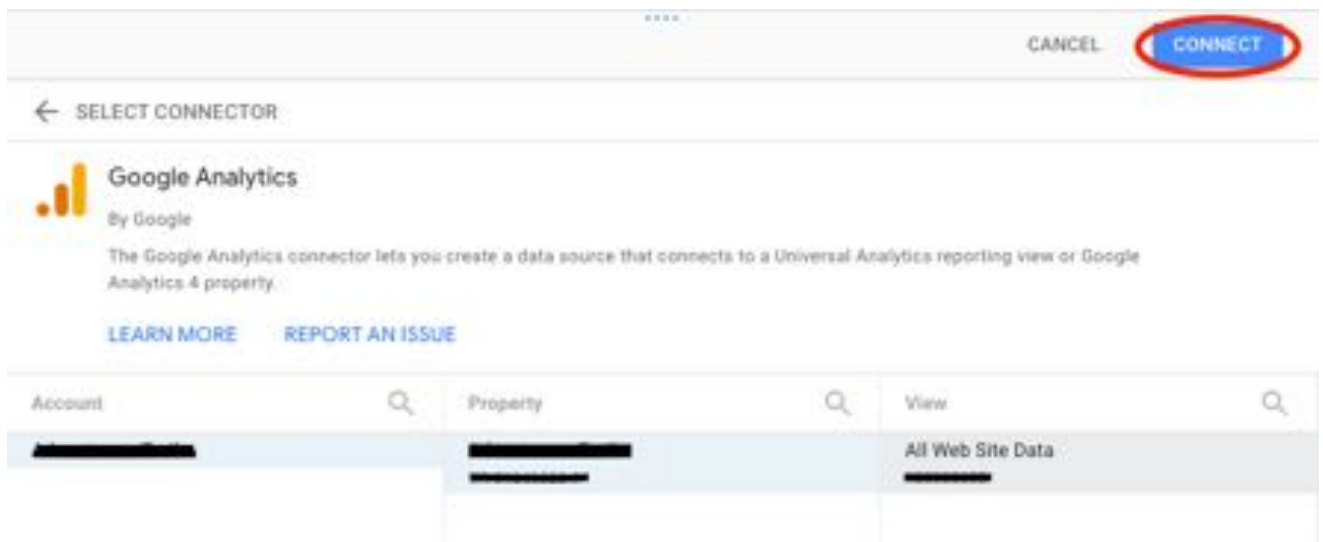


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STEP EIGHT

You will then see a list of your Google Analytics accounts you can connect to this report. Click on the account you want to connect, the property and relevant view and hit connect at the top right corner.

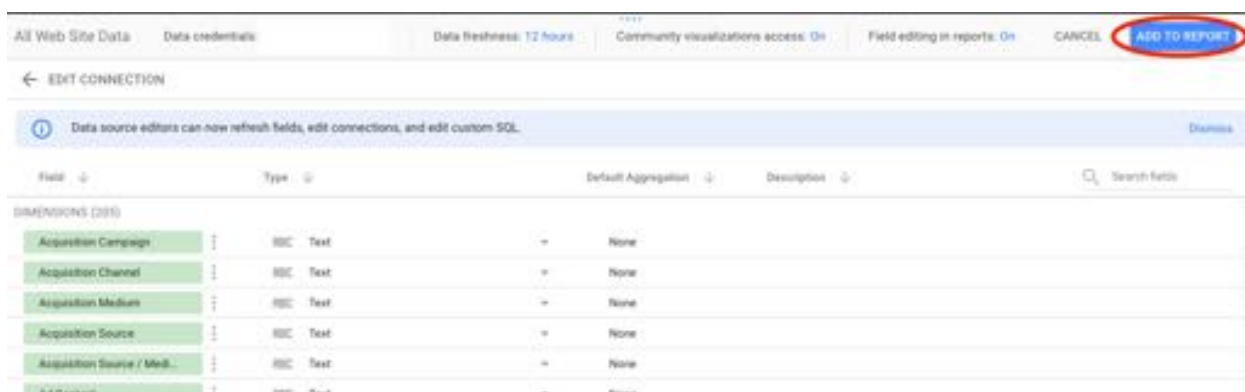


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STEP NINE

On the next page, click add to report at the top right corner.

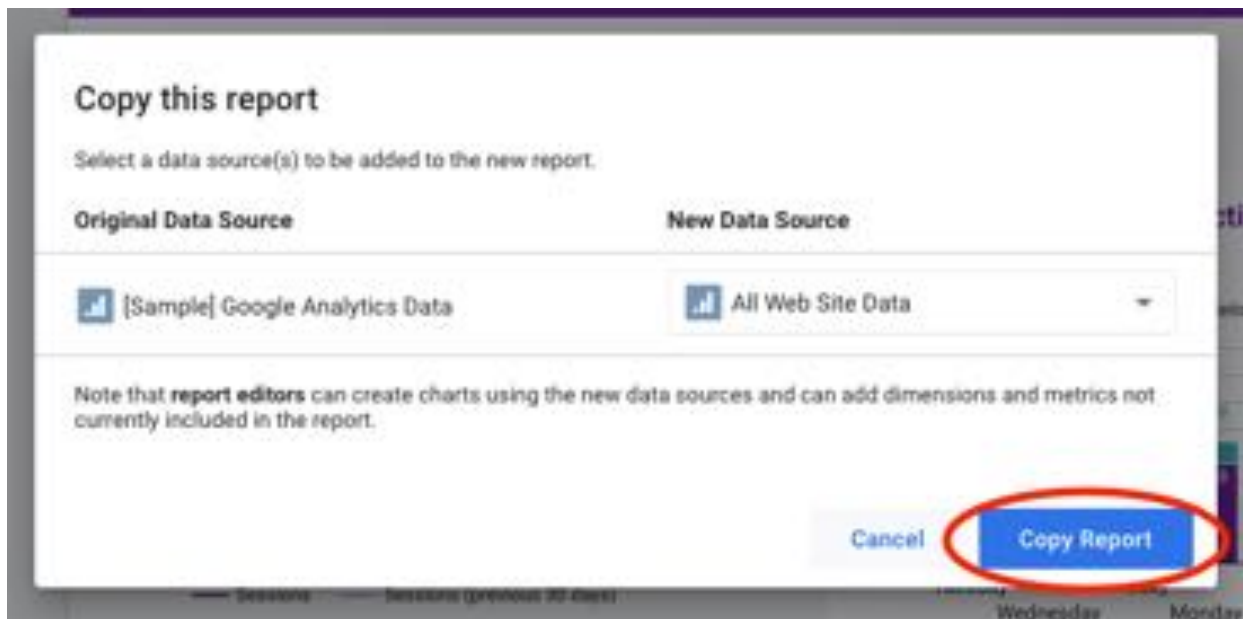


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STEP TEN

You can now click copy report and your Google Analytics Data will be displayed on your copied report.



BONUS

You can now make edits to your report like changing the name of it, the logo, filling in your business name and removing the sample report text from the top of the page. You can also schedule this report to be delivered via email to relevant people's inboxes at a regular interval.

This is a two page report so don't forget to analyse the content summary on the second page. The easiest way to view your report is by clicking the view button in the top right corner.

That's it! You now have an easy way to visualise important information in relation to your website and how people interact with it. If you have any questions about any particular items in our template or about the set up process, please [get in touch](#).