Customize the Dashboard

The user’s Landing Page, also known as the Dashboard, will look similar to this:

To change the layout of the Dashboard Landing page:

- Click on the **Configure Dashboard icon** in the upper right corner of the screen.
- Turn **Widgets** on and off by choosing the toggle button next to each Widget until it displays your desired choice, either **On** or **Off**.
- Click and drag the widget desired to move it in order on this page. The widget will move on the **Dashboard Page** to the order you selected.