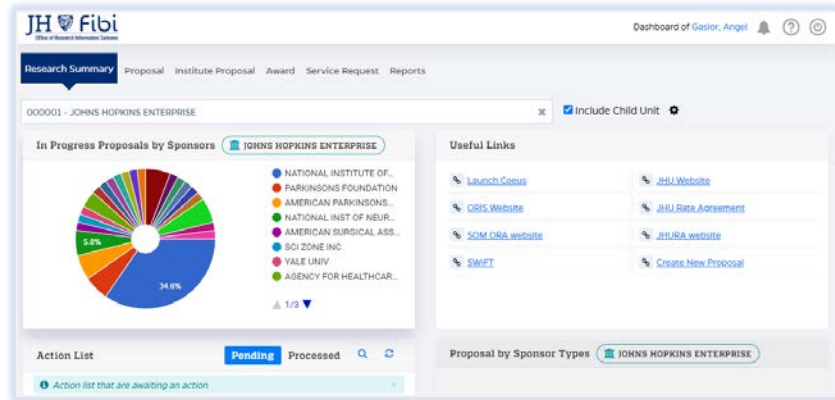




Customize the Dashboard

Landing Page/Dashboard



When users log into Fibi, they will see the landing page/dashboard which will look similar to the following:

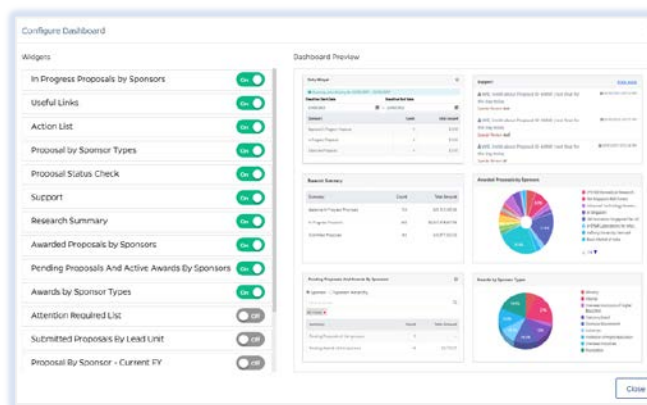



Widgets

Widgets are the boxes that show on this page which display data, useful links, support requests and action items for the user. These widgets can be moved, turned on and turned off as specified by the user.

To change the layout of the **Dashboard Landing page**:

- Click on the **Configure Dashboard icon**  in the upper right-hand 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 change the order on this page. The widget will move on the **Dashboard Page** to the order you selected.



- Click on the **Close button**  in the bottom right corner to return to the dashboard.