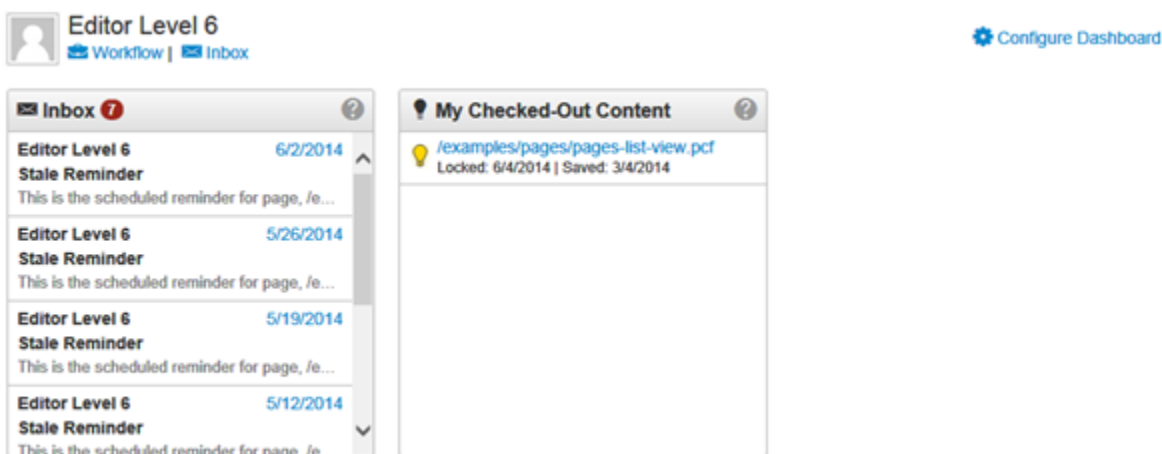# Configure Dashboard

Configure Dashboard Overview

Each individual user can choose which Dashboard gadgets to show or hide on the Dashboard by clicking Configure Dashboard.

The Dashboard Configuration dialog shows the Dashboard gadgets that are available to the user. Gadgets that are currently configured to be available on the Dashboard are listed and can be filtered by name. Functionality includes:

- **Filter**: Enter two or more characters to filter by gadget name.
- **Hide**: To hide a gadget from view on the Dashboard, click anywhere within the green gadget box or click the checkbox to clear the selection. A gadget configured to be hidden is shown in gray.
- **Show**: Click anywhere within the gadget box or the checkbox to select a gadget to show on the Dashboard.

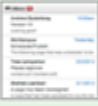The following system gadgets are available for the Dashboard:

- Inbox
- My Checked-Out Content
- Activity (administrator)

Custom gadget may also be added to the Dashboard and made available for users. For more information about setting up gadgets and adding them to the system:

Setup Gadgets

Dashboard Configuration

Gadgets (2) | Filter

☑	Image	Name ▲	Description
☑		Inbox	Lists your most recent Inbox messages, with brief excerpts.
☐		My Checked-Out Content	Lists all your checked-out files. Click one to go straight to its editing preview.

Cancel   Save

UT Tyler Support

UT Tyler Web Communications Support: uttyler.edu/web/

UT Tyler OU Campus support: uttyler.edu/oucampus/

Contacting the UT Tyler Web Team: web@uttyler.edu