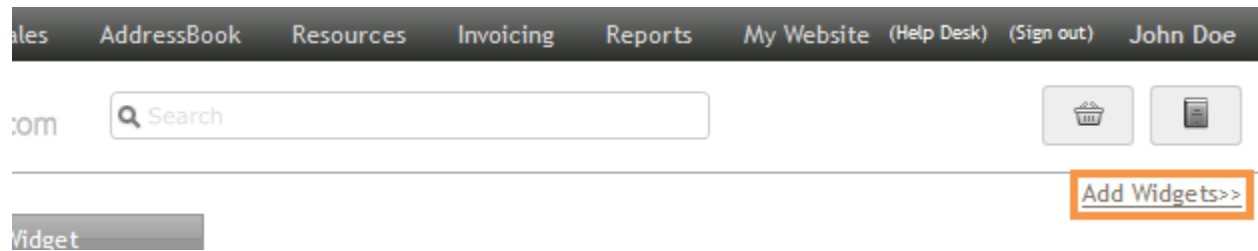


Adding Widgets to the Homepage

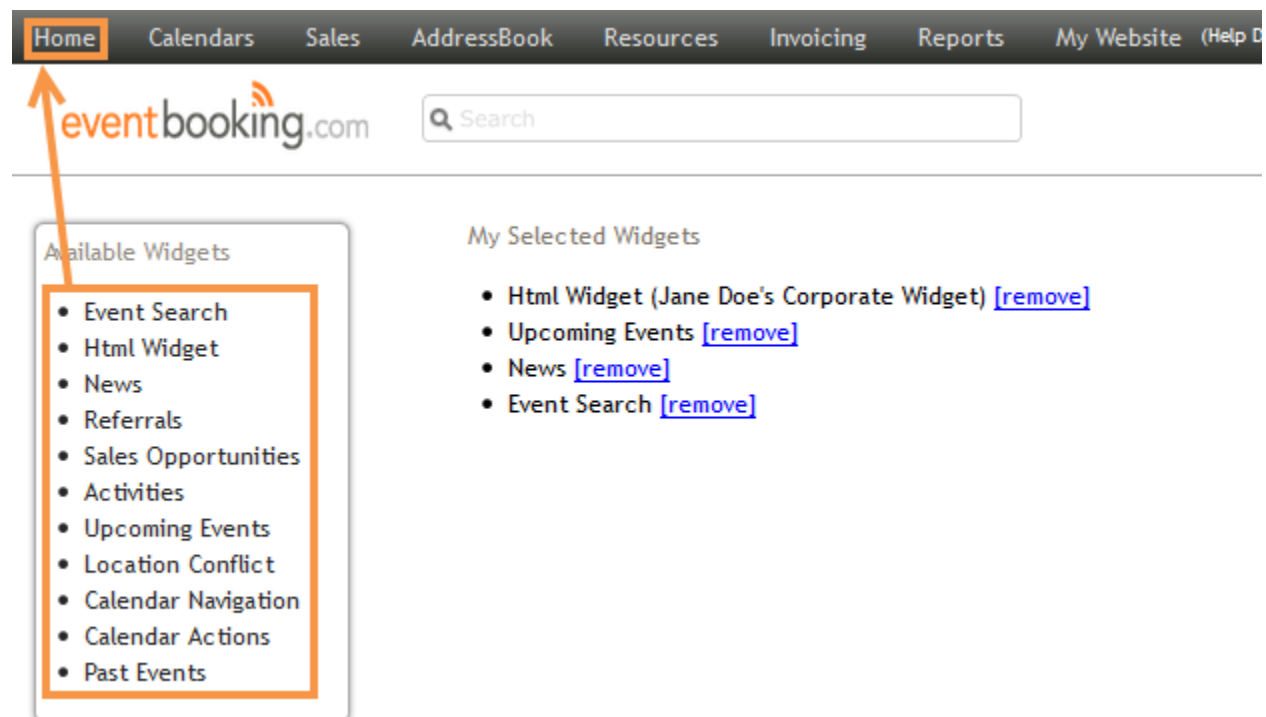
Updated: December 21, 2015

When you log in to EventBooking, you can set up your personal homepage by adding widgets that contain helpful information.

1. From the homepage, click **Add Widgets>>**.

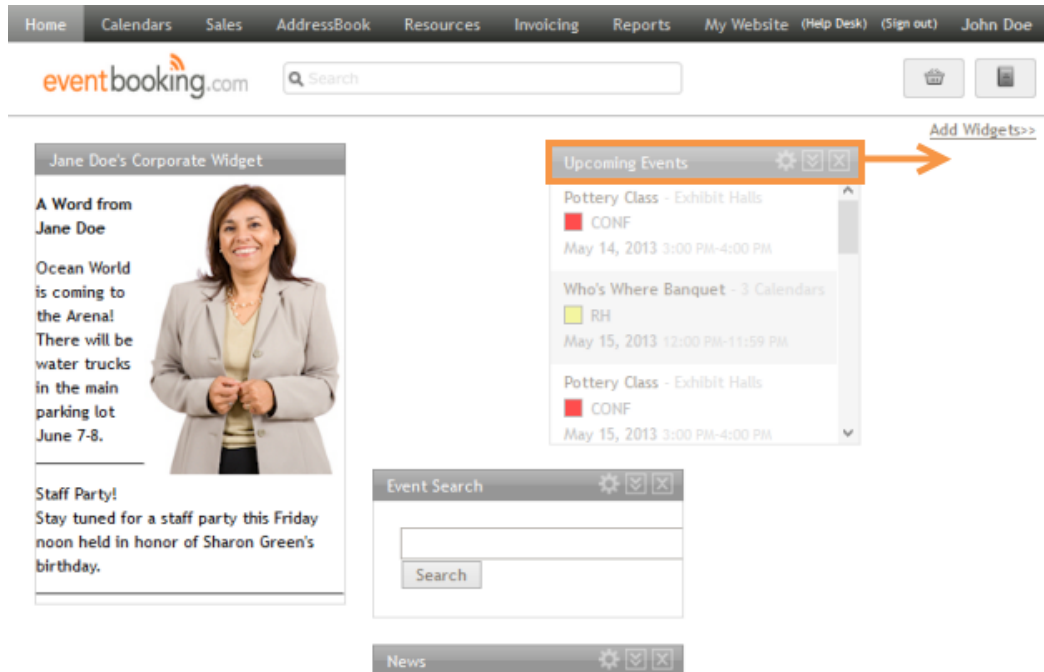


2. Choose the widgets you would like by clicking on the list.
3. Click **Home** to return to the homepage.



4. You can organize widgets by doing the following:

- You can drag and drop the grey bar on a widget to move it.



- Click the gear icon to edit the settings for the widget.
- Click the down arrow icon to collapse the widget. Click it again to expand it.
- Click the X icon to remove the widget from your homepage.

