

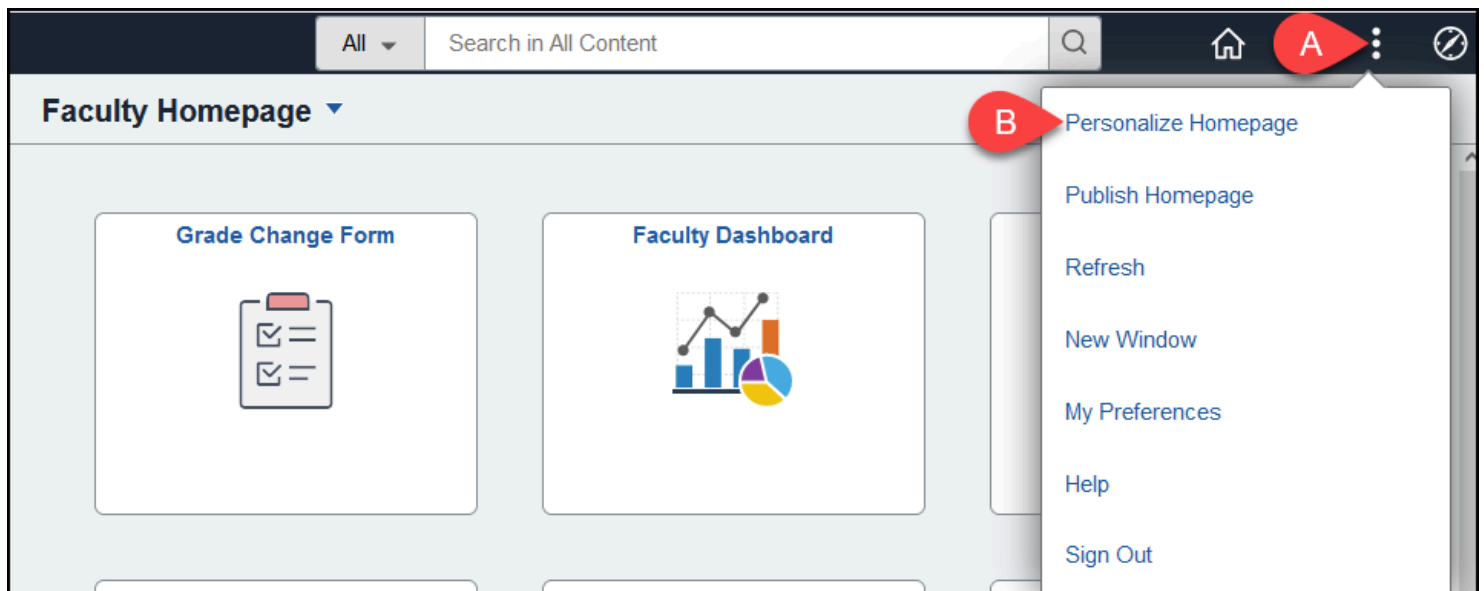
Personalizing your Campus Solutions Homepages

This article covers how faculty and staff can personalize their Campus Solutions/ Student Administration homepages, including renaming homepages and changing the order of homepages.

Choose the topic you want to learn about:

Renaming your Homepages


1. Click on the Actions menu and then select Personalize Homepage.



A. Click on Actions menu (three dots) at the top right.

B. Select **Personalize Homepage**.

2. On the left, click on the homepage that you want to edit.

 Note that you cannot rename some homepages such as the Faculty Homepage and Student Homepage.

Cancel

Personalize Homepage

Save

<div>My Homepage</div> <div>My Homepage-1</div> <div>My Homepage-2</div> <div>My Homepage-3</div> <div>My Homepage-4</div> <div>Faculty Homepage</div> <div>Student Homepage</div>	Common Settings
	Show Notifications Panel <input type="checkbox"/> No ⓘ
	Selected Homepage Settings
	Homepage Faculty Homepage
	<div>Grade Change Form</div> <div>Faculty Dashboard</div>
	Add Tile

3. Highlight the current name of the homepage.

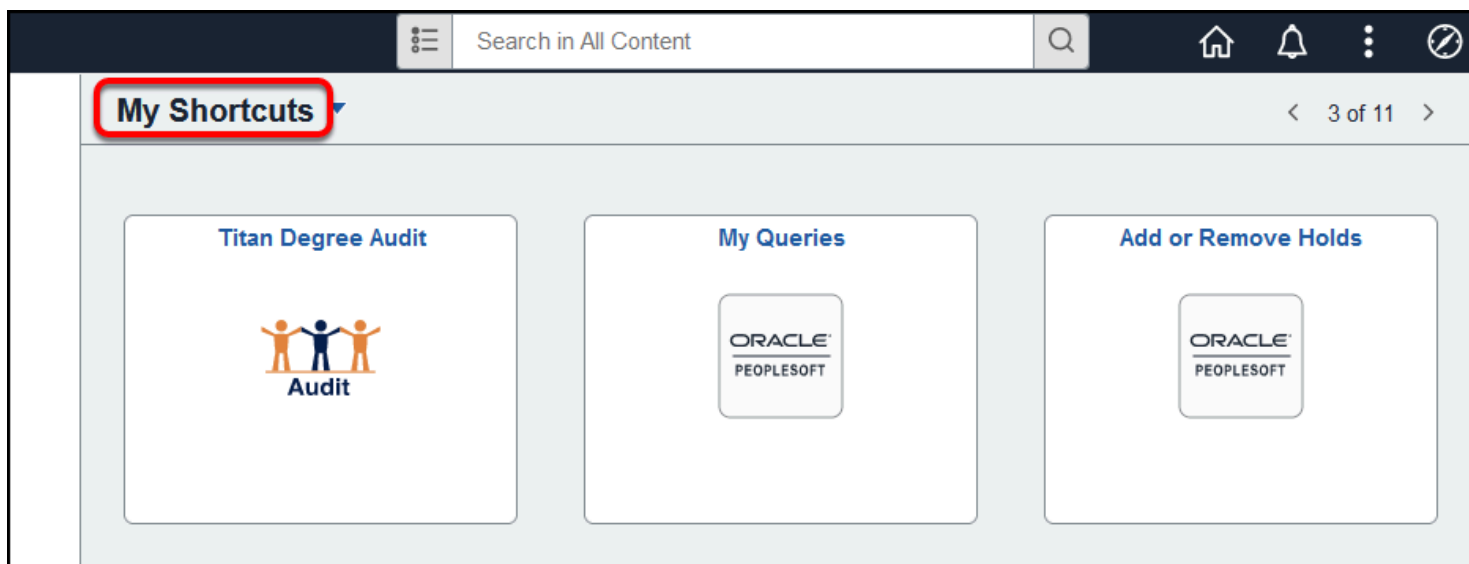
Cancel

Personalize Homepage

Save

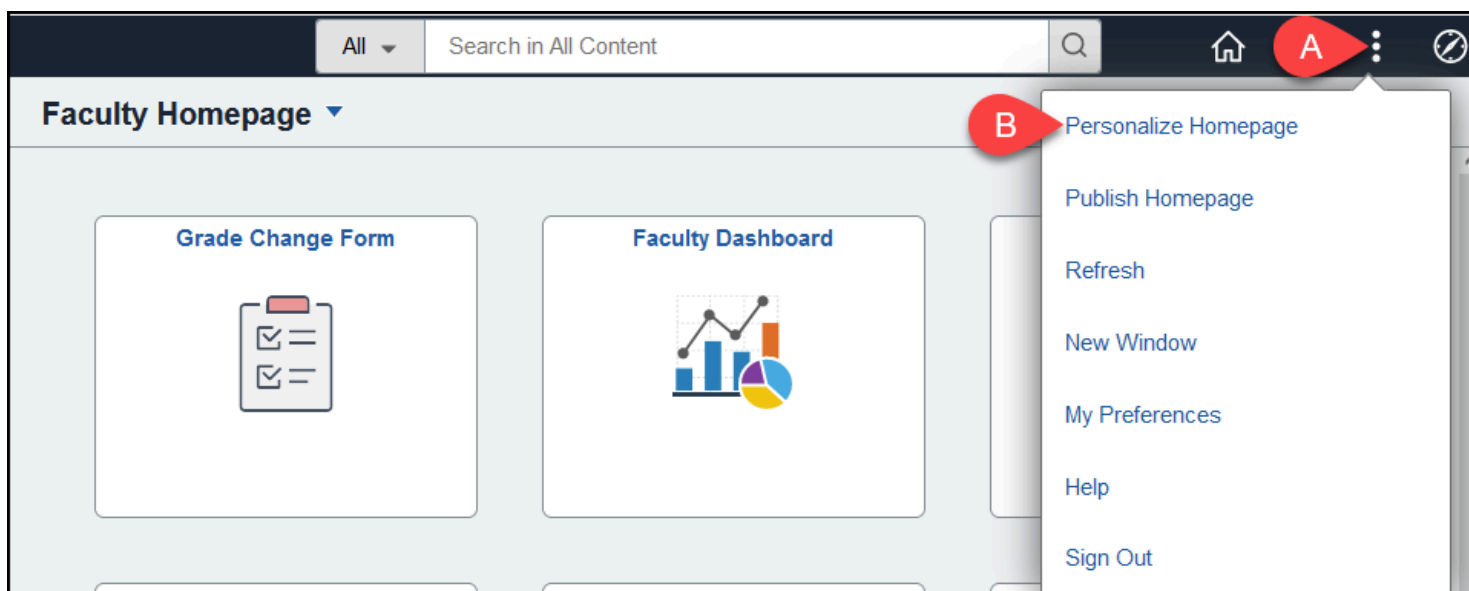
<div>My Homepage</div> <div>My Homepage-1</div> <div>My Homepage-2</div> <div>My Homepage-3</div>	Common Settings
	Show Notifications Panel <input type="checkbox"/> No ⓘ
	Selected Homepage Settings
	Homepage My Homepage-2

5. The page will automatically refresh to show the homepage with its new name.



Changing the order of Homepages

1. Click on the Actions menu and then select Personalize Homepage.



- A. Click on Actions menu (three dots) at the top right.
- B. Select **Personalize Homepage**.

2. On the left, drag a homepage up or down to reorder the list of homepages. Move as many of the homepages as you wish.

Cancel

Personalize Homepage

Common Settings

Show Notifications Panel
☐ No

Selected Homepage Settings

Homepage

Titan Degree Audit

My Queries

= My Homepage

= My Homepage-1

= My Shortcuts

= My Homepage-3

= My Homepage-4

= Faculty Homepage

= Student Homepage

= Applicant Homepage

3. Click Save to save your changes.

Cancel

Personalize Homepage

Common Settings

Show Notifications Panel
☐ No

Selected Homepage Settings

Homepage

Add Tile

= My Homepage

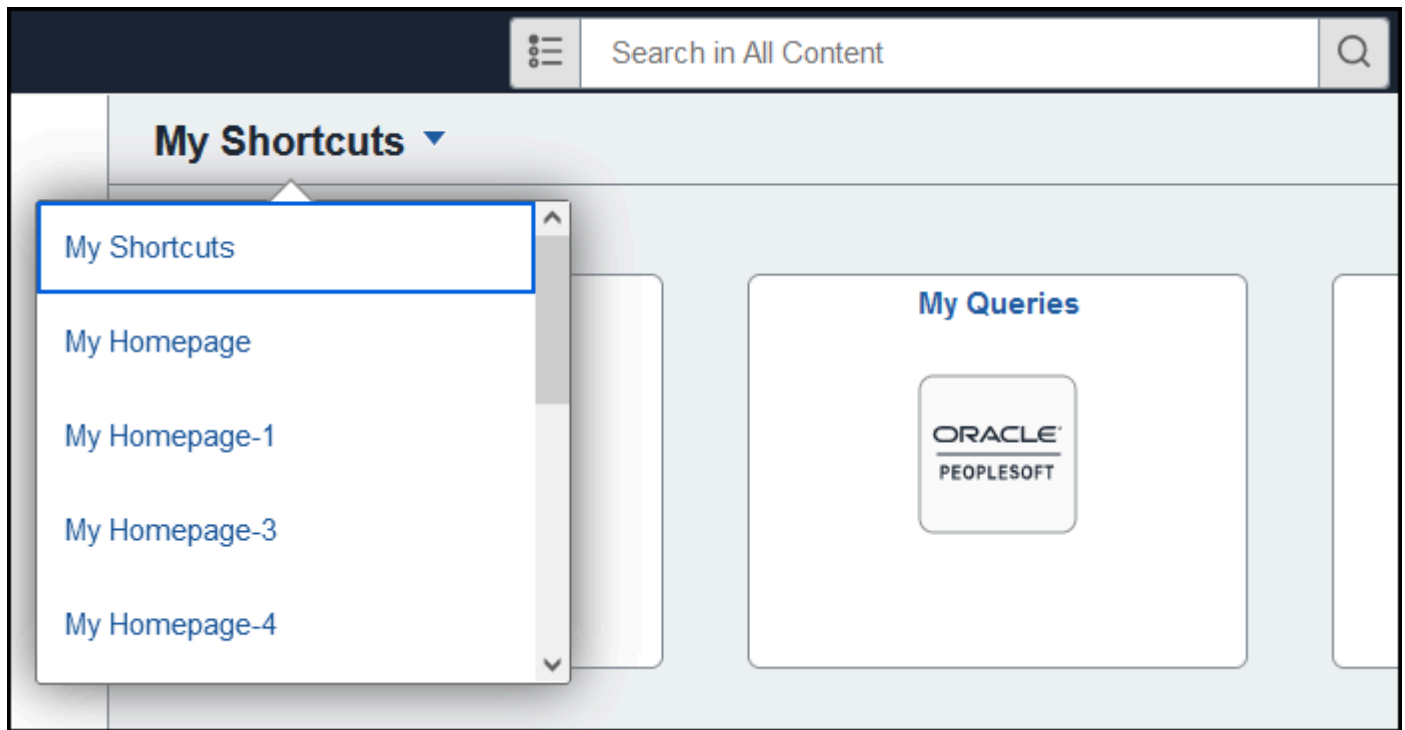
= My Homepage-1

= My Homepage-3

My Shortcuts

Save

4. You'll be taken back to your default homepage. When you click on the list of homepages, they will now appear in the new order.



Need More Help?

For technical assistance, contact the IT Help Desk at 657-278-7777 or helpdesk@fullerton.edu.