Personalwolke Start Page

Appearance / User interface

The start page of the **Personalwolke** software is based on an intuitive and modern design that adapts dynamically to the type of device used (smartphone, tablet or PC). The following options are available to the logged-in user on the start page:

- **1** shows a button for quickly **showing or hiding** the menu bar.
- **2** shows the **menu bar**

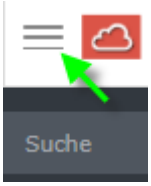
Navigation bar:

- **3 + 8** show the **chat function**. This function is activated by default and you can use it to chat directly with one of our support staff. The "speech bubble" chat button appears at the bottom right of every page in Personalwolke. If you do not need it, slide the toggle to the left. This function is only available to admins
- **4 (bell)** shows whether and how many **new open tasks**[1] need to be completed. By clicking on the bell, you switch directly to your open tasks.
- **5 (question mark):** Clicking on it opens a selection menu
  - Help for this page: You will be redirected to the page in the manual that explains the current function.
  - Tutorial [currently not yet activated across the board]: Here you will be redirected to the assistance tours
  - User manual: clicking on it takes you to the start page of the manual
  - Creation of support tickets (this function is only available to admins)
  - About Personalwolke: info function about the version used, etc.
- **6** shows the **name of the logged-in user** (top right). Below it you can change some profile settings directly, see chapter Settings[2].
  Administrators can also switch the view to that of another user[3] here.
- **7**: The area in the middle is the **notes field.** System messages[4] are displayed here.

Navigation menu

The width of the navigation menu can be adjusted individually by clicking and dragging the small white arrows on the right edge of the navigation menu.

You can also hide the menu completely by clicking

on 

.

Click again to show the menu once more.

1. /daisy/webdesk-manual-admin/5877-dsy.html?language=4
2. /daisy/webdesk-manual-admin/5889-dsy.html?language=4
3. /daisy/webdesk-manual-admin/5887-dsy.html?language=4

4. /daisy/webdesk-manual-admin/11033-dsy.html?language=4