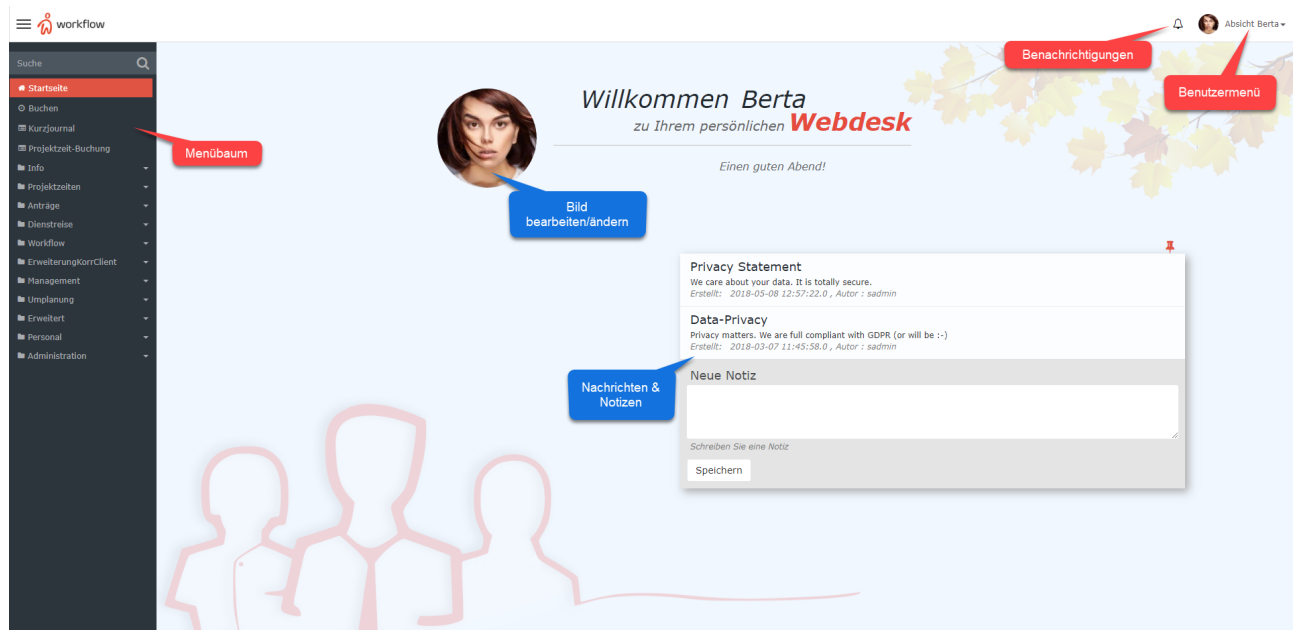


# Webdesk EWP Home Page

After logging in to Webdesk EWP, you arrive at the **home page**.

Here you will find a **personalized page** with your picture and personal notes. **Messages** from the system or news are also displayed directly on the home page. Via the **menu tree** on the left side of the screen, all functions of your personal Webdesk can be accessed. By clicking the "**Home**" button in the menu tree, you can return to this page at any time.

The display may differ slightly depending on the setting (skin) and version.



## Notifications

The Notifications field displays new **tasks** that still need to be completed. Clicking the notification icon takes you to the **open tasks** page.

## User Menu

The **user menu** is located on the home page in the upper right corner. Clicking the user name opens the following menu items:

- **Settings:** Select language, time zone, and Webdesk appearance, change password, edit account data, and other quick settings within the scope of the respective user's permissions. More on this under: [User Settings](#)<sup>1</sup>
- **Switch user (administrators only!):** Switch to the Webdesk view of any user
- **About Webdesk:** View version and license information
- **Quick introduction:** Introduction to the responsive design and option for user feedback
- **Create Jira ticket:** If problems with Webdesk EWP arise, a support ticket for the developers can be created directly here
- **Log out:** Log out of Webdesk EWP

## Change Picture

By **clicking the picture** directly on the home page, you can change it or upload a new picture.

## Notes

Here you can make your own notes and pin them directly to the home page.

1. </daisy/webdesk-manual-en/admin/po-overview/7375-dsy.html>