

How to Personalize Your Dashboard (PC)

Your dashboard is the main screen you land on when you log in. From it, you can navigate anywhere in Digital Banking. You can customize what you see on your dashboard to personalize your experience. Follow these steps to learn how to **turn tiles on/off**, **reorder accounts** and **hide accounts**.

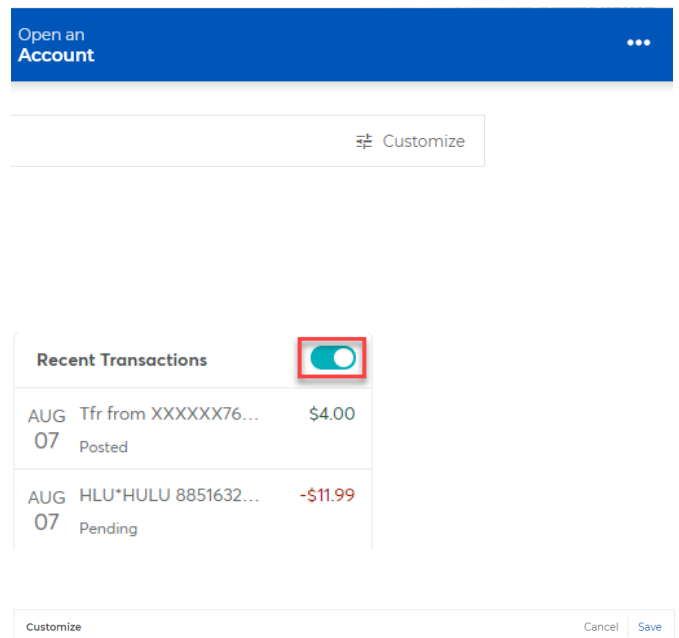
How to turn tiles on/off

1. Log in to Digital Banking. On the upper right-hand side of the screen, click **Customize**.

Result: Dashboard Tile toggles become visible.

2. Click the **toggle** to select or deselect the tiles you would like to show.
 - Blue means the tile is visible.
 - Gray means the tile is not visible.

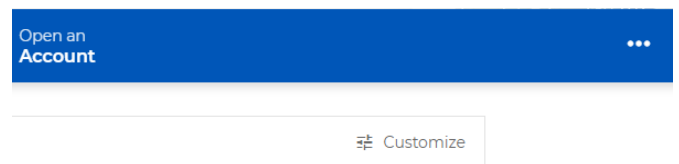
3. On the upper right-hand side of the screen, click **Save Changes**.



How to reorder accounts

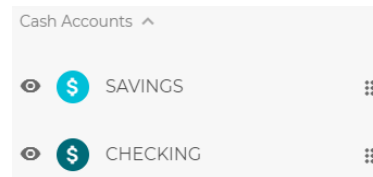
1. Log in to Digital Banking. On the upper right-hand side of the screen, click **Customize**.

Result: An **eye icon** will become visible on the right-hand side of your accounts.

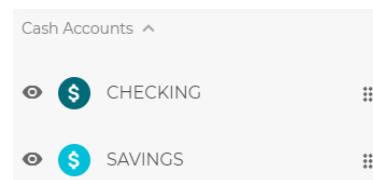


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- Press and hold the **double kabob** next to the account you would like to move.



- Drag and drop the account to move it to the desired location.



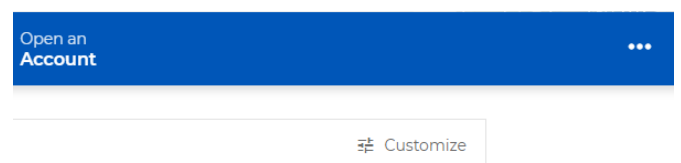
- On the upper right-hand side of the screen, click **Save Changes**.



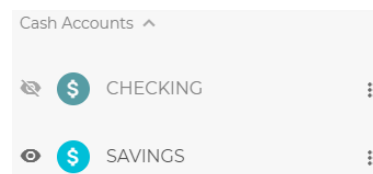
How to hide accounts

- Log in to Digital Banking. On the upper right-hand side of the screen, click **Customize**.

Result: An **eye icon** will become visible on the right-hand side of your accounts.

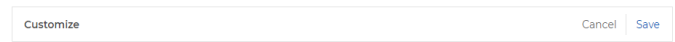


- Click the **eye icon** next to any accounts you would like to hide from view.



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3. On the upper right-hand side of the screen, click **Save Changes**.



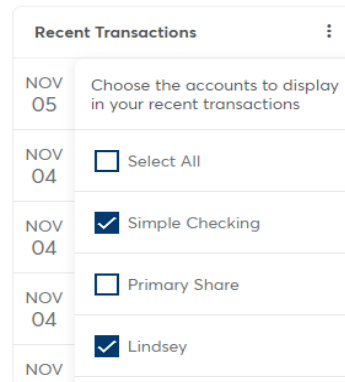
How to customize recent transactions

1. Log in to Digital Banking. On the **Recent Transactions** tile, click the kabob icon at the top right.



| Recent Transactions | | | ⋮ |
|---------------------|----------------------|-----------|---|
| NOV 05 | MEIJER # 119 KALA... | -\$120.74 | |
| | Posted | | |
| NOV 04 | VERHAGE FRUIT FA... | -\$5.20 | |
| | Posted | | |
| NOV 04 | WINGS STAD CON... | -\$16.30 | |
| | Posted | | |

2. Select only the accounts for which you want to see recent transactions for.



| Recent Transactions | | ⋮ |
|---------------------|--|---|
| NOV 05 | Choose the accounts to display in your recent transactions | |
| NOV 04 | <input type="checkbox"/> Select All | |
| NOV 04 | <input checked="" type="checkbox"/> Simple Checking | |
| NOV 04 | <input type="checkbox"/> Primary Share | |
| NOV 04 | <input checked="" type="checkbox"/> Lindsey | |

3. Click the **kabob icon** again to close the drop-down.