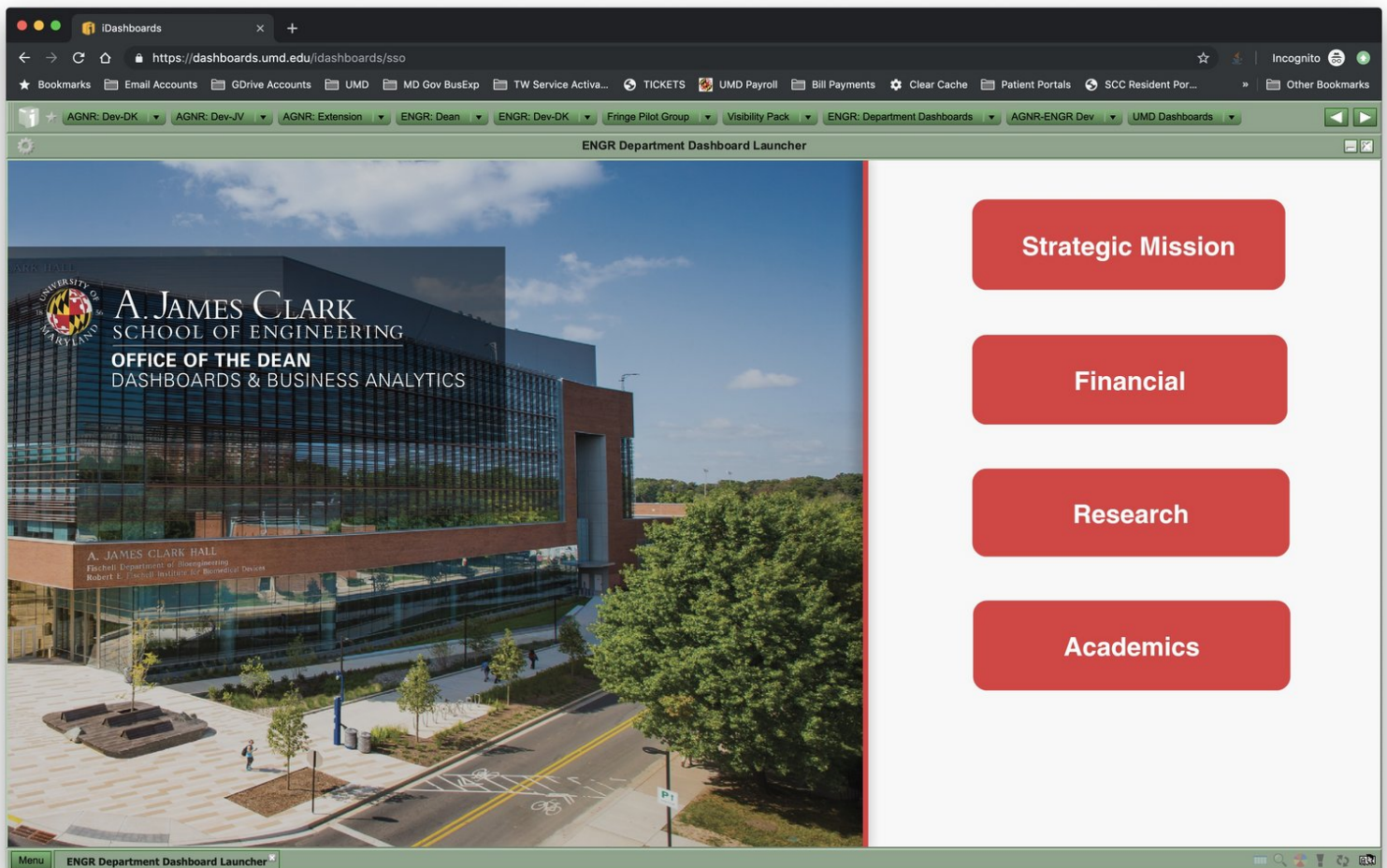




Set a Startup Dashboard in UMDashboards

This guide will go over how to set a Startup Dashboard that will automatically open each time you log in to UMDashboards.

Written By: Nicholas Bentley



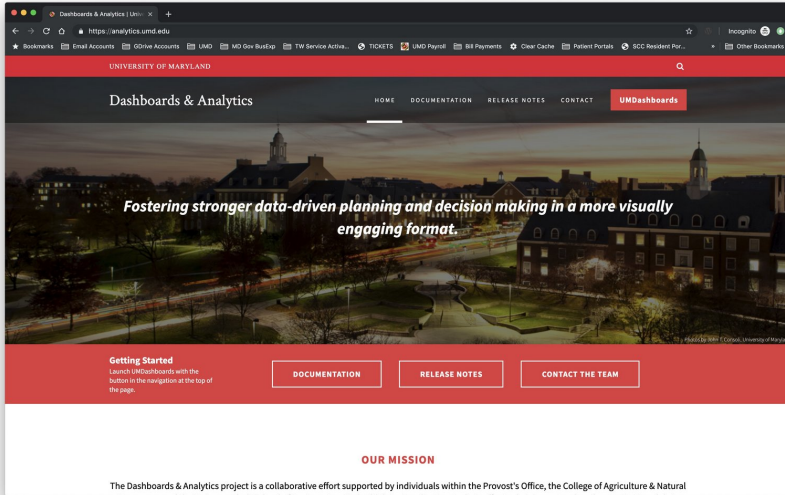


TOOLS:

- [Desktop / Laptop Computer](#) (1)

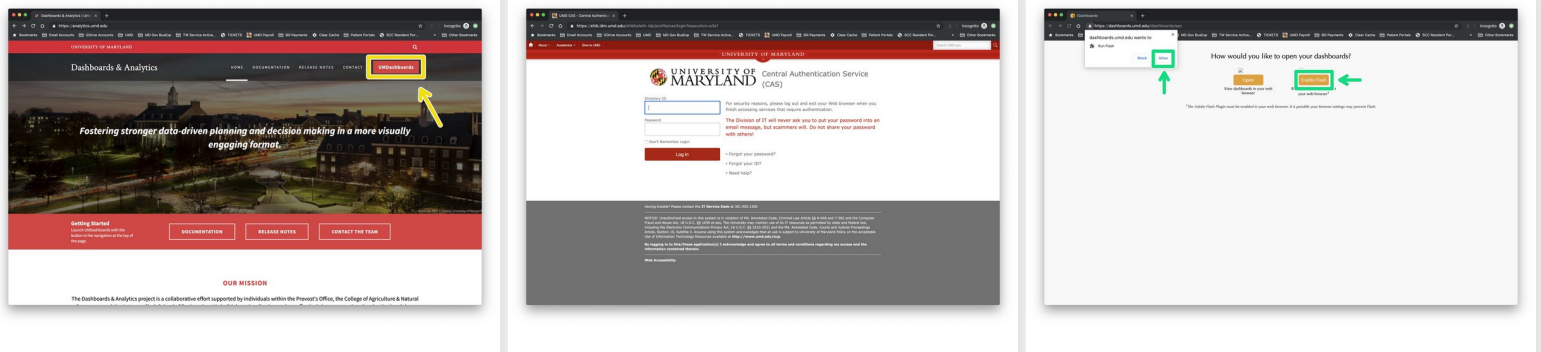
Windows or MacOS

Step 1 — Browse to the Dashboards & Analytics website



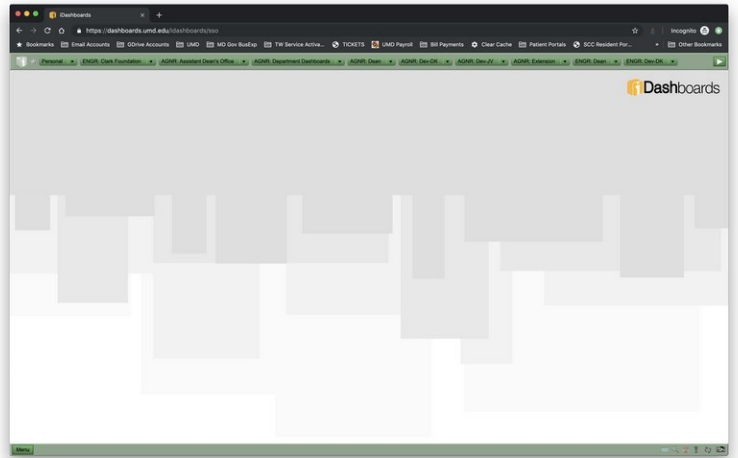
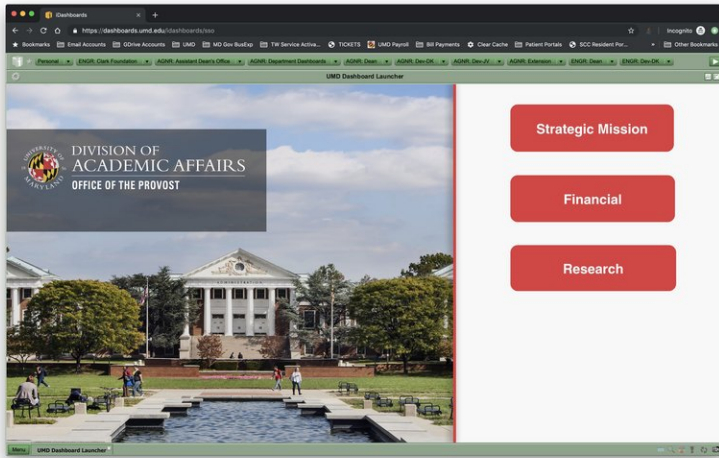
- Open your browser and browse to <https://analytics.umd.edu>
- ❗ UMDashboards is best viewed in the Google Chrome browser.

Step 2 — Log in to UMDashboards



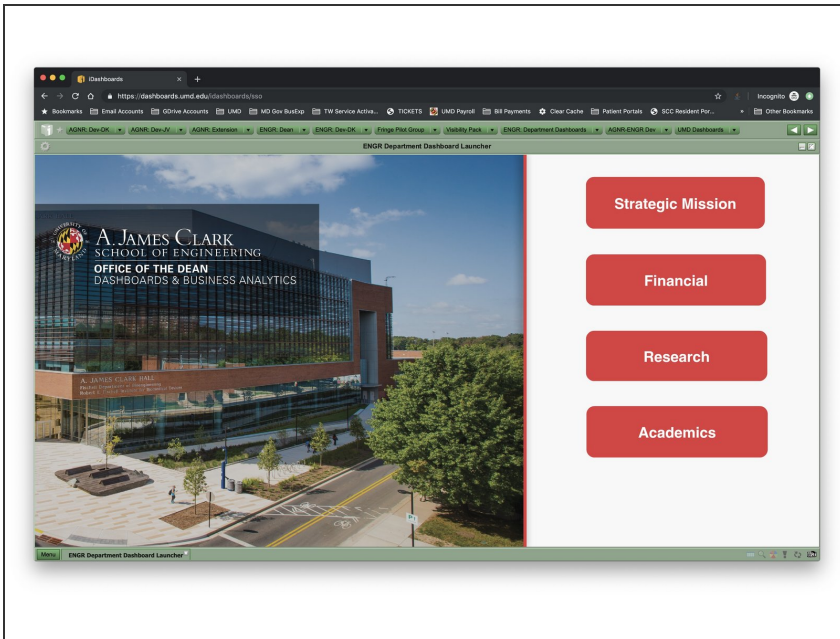
- Click the red UMDashboards button in the header of our website to open UMDashboards.
- You will be redirected to CAS. Log in & complete your Duo push to continue.
- After you authenticate through CAS, you may be presented with an interstitial page asking whether you want to view dashboards in HTML or Flash.
 - Choose **Enable Flash** to continue.
 - Choose **Allow** in the following prompt that appears in the top left.
- You will now be logged in to UMDashboards. Depending on your settings, you will see one of two landing screens.

Step 3 — You are now logged in to UMDashboards



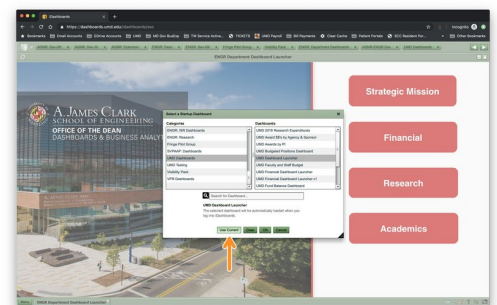
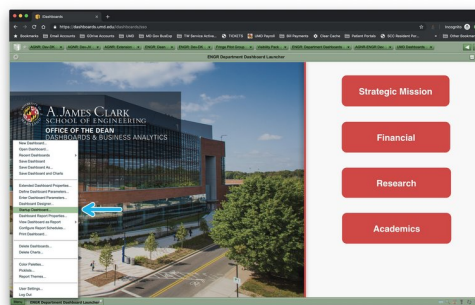
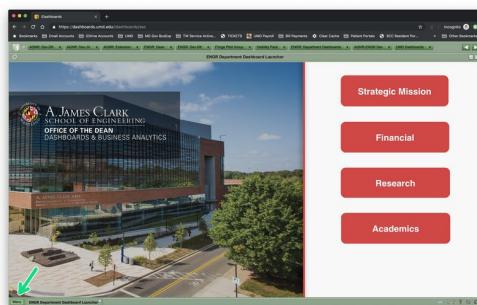
- Depending on your settings, you will either see:
 - 1. The **Startup Dashboard** you have configured in your user settings or that has been assigned to your user profile by a member of our team.
 - 2. The **default iDashboards** landing screen (which is blank).

Step 4 — Open the dashboard you would like to set as your Startup Dashboard



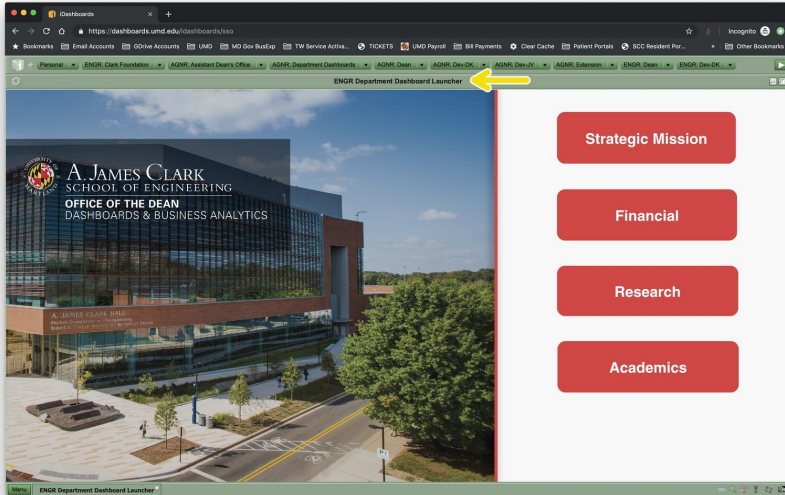
- In the example, I have chosen to set the **ENGR Department Dashboard Launcher** as my **Startup Dashboard**.

Step 5 — Set your Startup Dashboard



- While on the dashboard you would like to set as your **Startup Dashboard**, mouse over to the lower left corner of the screen and click the **Menu** button.
- Choose the **Startup Dashboard...** option in the corresponding menu.
- Click the **Use Current** button in the corresponding pop-up window.

Step 6 — Verify your Startup Dashboard has been set



- Close the tab you are in in Google Chrome and re-open UMDashboards from our website (<https://analytics.umd.edu>).
 - UMDashboards should now open to the dashboard you set as your **Startup Dashboard** in the prior step.
- ⓘ Having trouble? Contact dashboards@umd.edu.

You have successfully set a Startup Dashboard for your user profile.