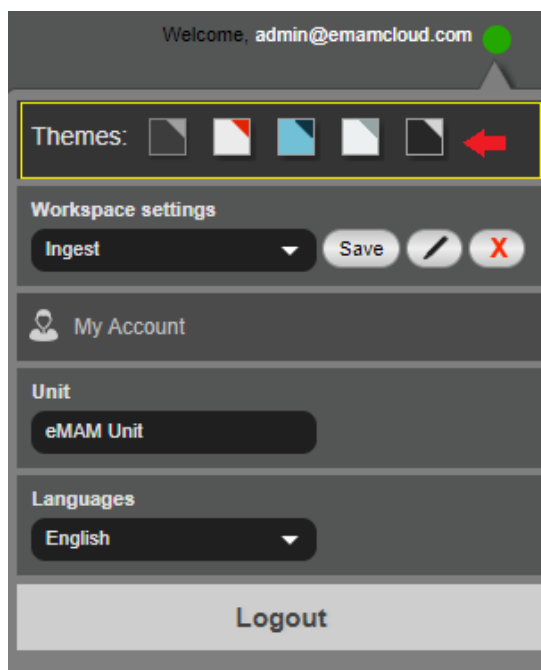







## How to customize your eMAM Director interface workspace?

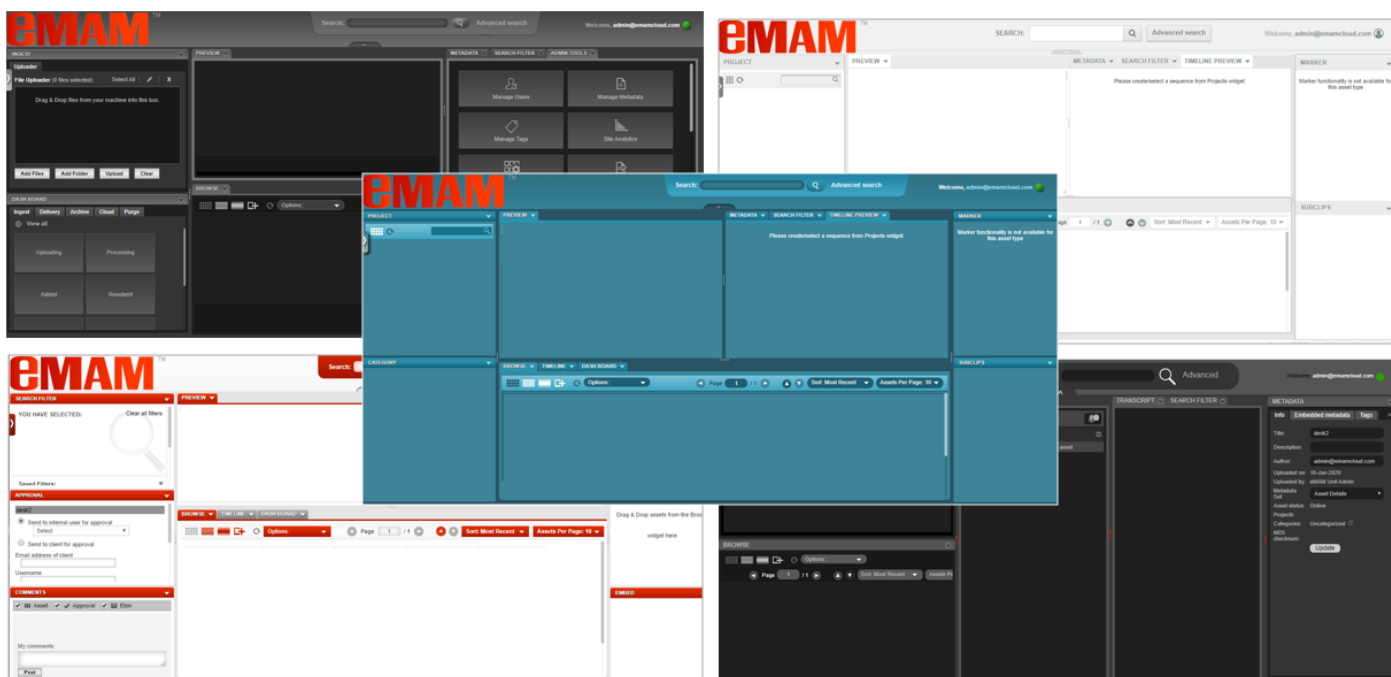
When you log into the eMAM Director interface, it will display a default workspace. You can easily customize your workspace and save it so that when you login in future you do not have to re arrange your workspace. The eMAM Director web page is divided into 5 resizable regions. You can drag and drop and place the widgets to the right panel, left panel, or one of the three central display areas. If there are multiple widgets in the same region, then they will each appear as tabs adjacent to each other. To customize your workspace, follow the below methods:



- a. **Choose a Theme:** Change the theme of your workspace by clicking on the green radial *Settings* button to open the *Settings* window.

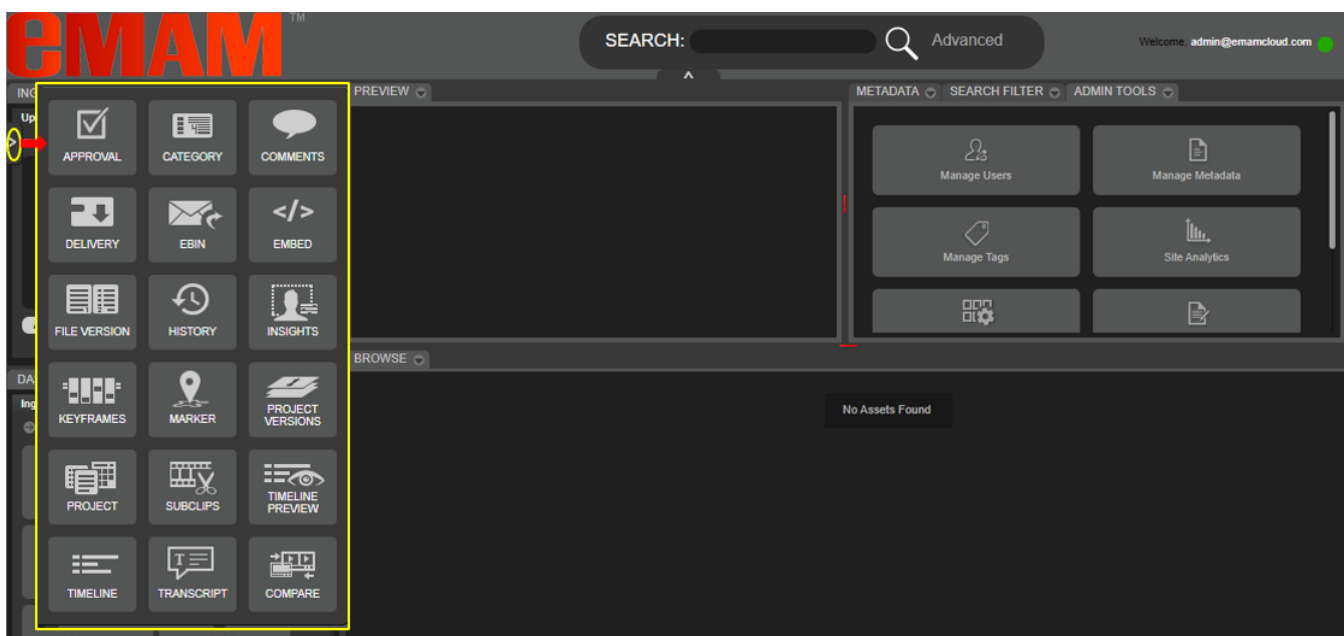


Choose from any of the 5 themes displayed in the *Settings* window:

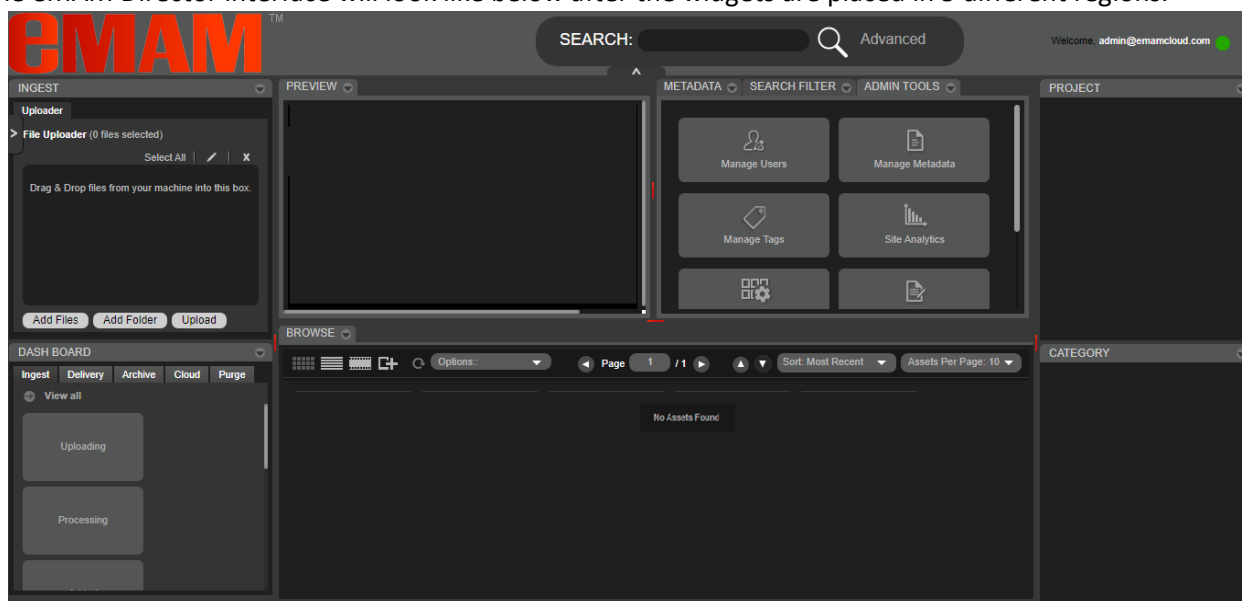
- **Dark/Classic**  which features a grey/black metallic tone workspace.
- **Light**  with a bright red/white toned workspace, reminiscent of the classic Client interface.
- **Turquoise**  which gives a very fresh blue/green look and feel.
- **Slate**  which has a fresh look similar to MAC.
- **Classic plus**  which is an enhanced version of Dark/Classic theme with bigger and better fonts, improved left menu icons, pop ups, buttons, display format indication in thumbnails and so on.



- b. **Re-arrange widgets:** There is a quick panel in the upper left-hand corner of the interface, containing all the unused widget icons. Click on  icon to open the widget drawer. Drag and drop and place the desired widgets in 5 different regions of the workspace. You can either dock or float the widgets in the browser window. Once the widgets are placed as desired, click on  icon to close the widget drawer.

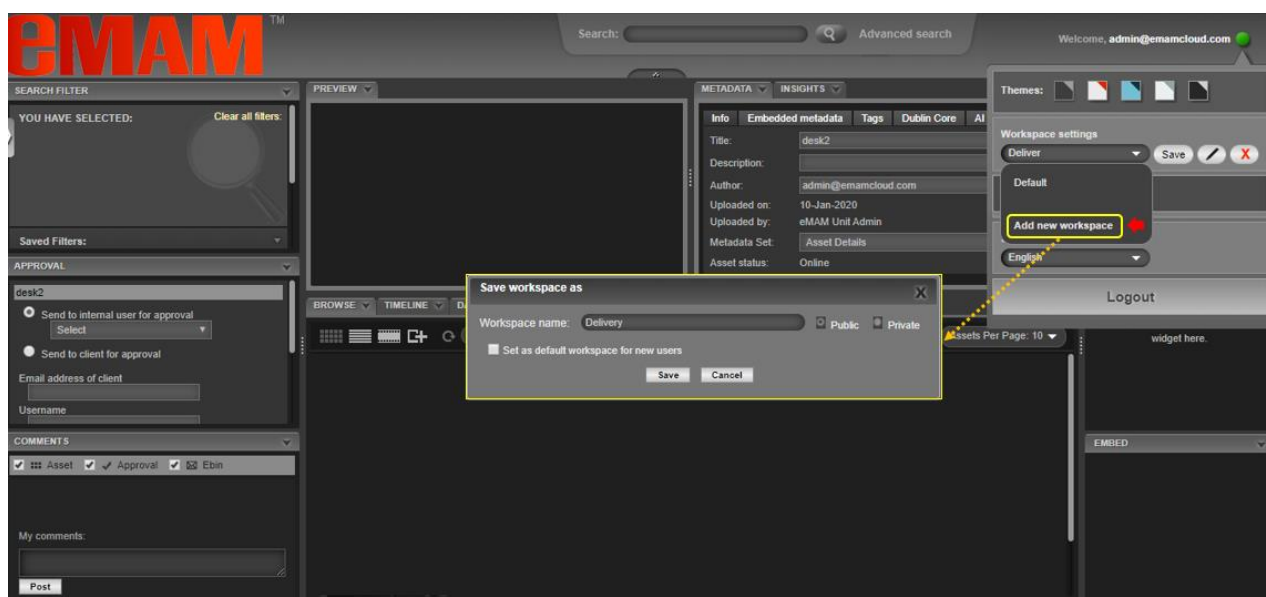


The eMAM Director interface will look like below after the widgets are placed in 5 different regions.



c. **Save your Workspace:** After you have placed the widgets as per your choice and selected your workspace theme, you need to save your workspace. This will avoid the hassle of rearranging the widgets and customizing the workspace every time you re-login. In the *Settings* window, under the *Workspace Settings*:

- Click on *Add new workspace*.
- Enter a workspace name.
- Label it as *private* or *public*.
- Click on *Save* button to save your workspace layout.



In the future, you can scroll and view the list of all workspaces saved using the scrollbar and select one by clicking on the designated name and then the saved workspace will appear. Note: A *resized and re positioned floating widget cannot be saved*. Floating widgets will revert back to the default position.

## Need Help

Please contact eMAM Support at [support@emamcloud.com](mailto:support@emamcloud.com)