

Edit New Home in Matrix

On New Home, use Edit Home to show or hide widgets and change their order on your dashboard.

Open Edit Home

1. On New Home, select Edit Home (near the top of the Home area).
2. The Edit Home panel opens. It is labeled to help you add, remove, and reorder items left to right on your dashboard.

Show or hide widgets

1. In the list, check a widget to show it on Home, or uncheck it to hide it.
2. Examples of widgets you can control include Hot Sheets, Market Watch, My Listings in Matrix, My Carts, Search, and others in the list.
3. News & Alerts stays on - it cannot be turned off.

Reorder widgets

1. In the Edit Home panel, drag items to change left-to-right order on the dashboard.
2. On Home itself, you can also drag cards and use each card's Layout Options to adjust size or placement.

When you are finished

1. Close the Edit Home panel when the layout looks right. Your choices apply on New Home going forward.

Source: <https://support.itsosystems.ca/kb/110>