

ORCHESTRA

Quick Start: Cockpit Widgets



Contents

Λ	Vhat are Widgets?	
	Common Functions	3
	My Recent Updates	4
	Dashboards	4
	Workbenches	5
	Key Performance Indicators	5
	Business Object Counts	6
Adding Widgets		6
	Widget Gallery	6
	How to Add a Widget	7
	How to Remove a Widget	8

FQuick Start: Cockpit Widgets2



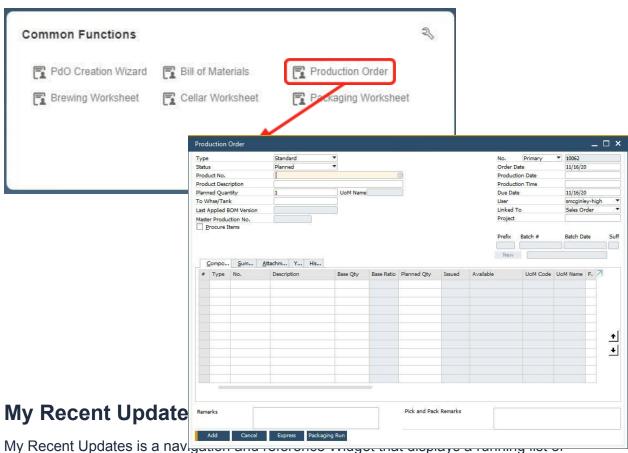
What are Widgets?

Widgets encompass a range of quick-access tools and analytics that can be added to your Cockpit. Widgets can be added to your Cockpit through the Widget Gallery which catalogs all pre-configured Widgets. Frequently used Widgets include the following:

- Common Functions
- My Recent Updates
- Dashboards
- Key Performance Indicators
- Workbenches
- Business Object Counts

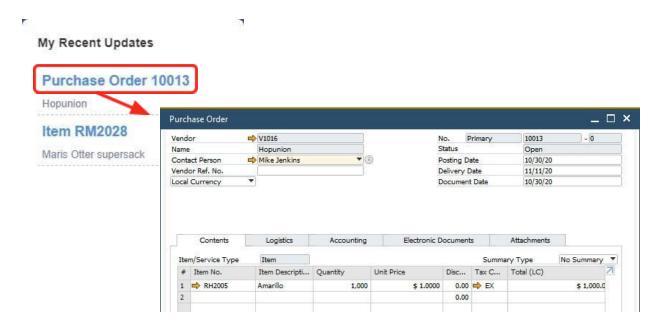
Common Functions

Common Functions is a customizable quick-navigation Widget that allows users to drag-and-drop documents, functions, and reports from their Modules sidebar for easy access. Clicking a link in Common Functions opens that document, function, or report.



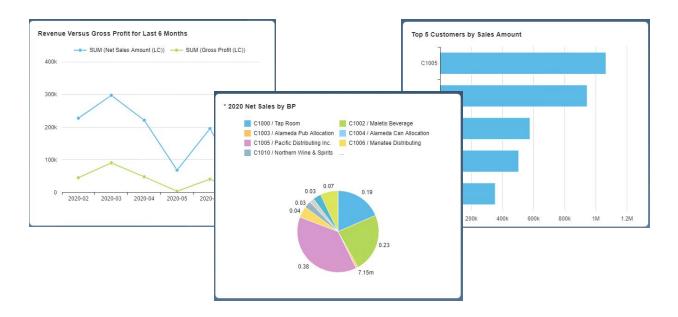
documents and records that a user has recently created or updated. Users can quickly access those documents and records by clicking them in the Widget.





Dashboards

Dashboards are graphical Widgets that present company data in charts. Orchestrated comes pre-configured with 35+ Dashboards spanning all aspects of your business. Users can drill-down on certain datapoints for deeper insights.



Workbenches

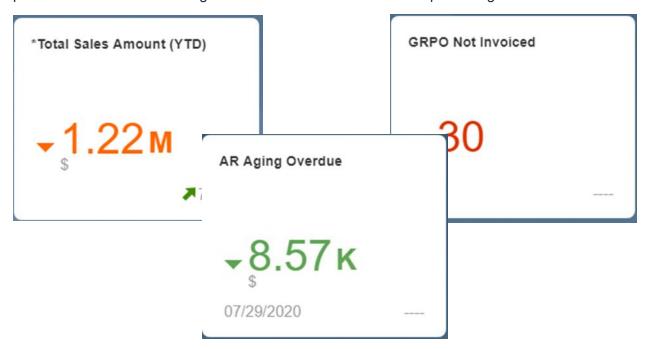
Workbenches are database navigation tools that outline common workflows. They include common documents, reports, and Master Data related to Purchasing, Inventory, Sales, and Financial. Through Workbenches, users can quickly access and take actions related to these functions.





Key Performance Indicators

Key Performance Indicators (KPIs) display single performance indicators – by quantity, currency, percentage, or date value. KPIs may also display a relationship between a performance indicator and a goal or trend. Orchestrated comes pre-configured with 40+ KPIs.

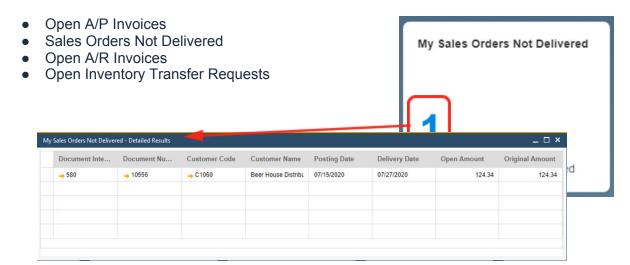


Business Object Counts

Business Object Counts provide easy access to lists of Open documents and records by type. Orchestrated comes pre-configured with the following Business Object Counts:

Purchase Orders Not Received

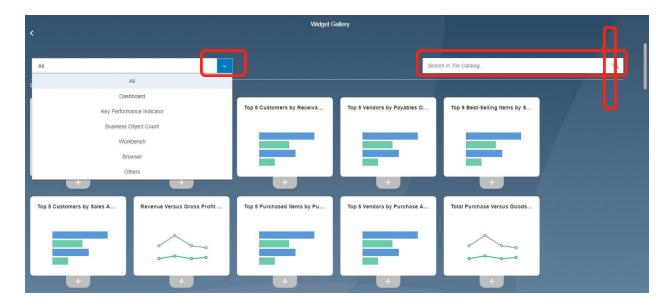




Adding Widgets

Widget Gallery

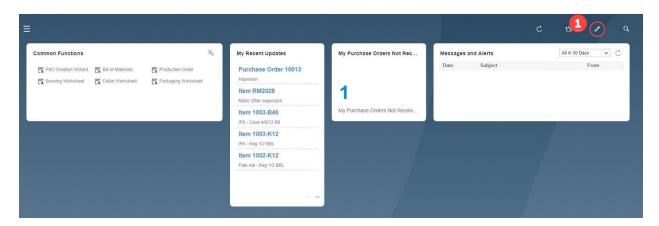
All Widgets are stored in and can be added to the Cockpit from the Widget Gallery. The Gallery organizes Widgets by type and can be navigated using a drop-down menu, a search bar, or by scrolling through the Gallery.



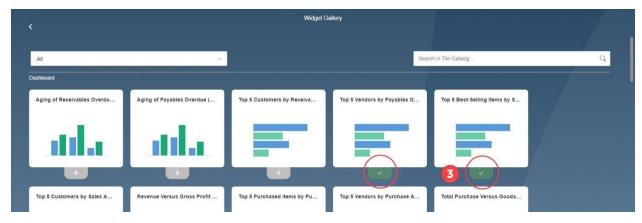
How to Add a Widget

- 1. Click the Pencil icon in the upper left corner of the Cockpit to edit your Cockpit
- 2. Click the + icon to open the Widget Gallery
- 3. Click the + tab below the Widgets you would like to add
- 4. Click the < icon to return to your Cockpit
- 5. Click the checkmark to Update Your Cockpit

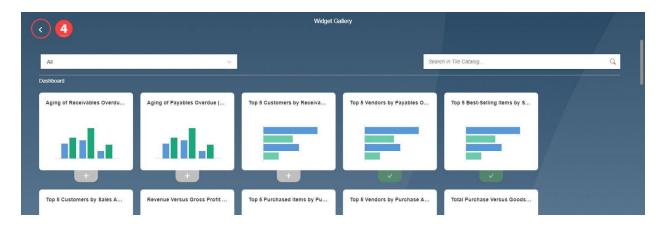








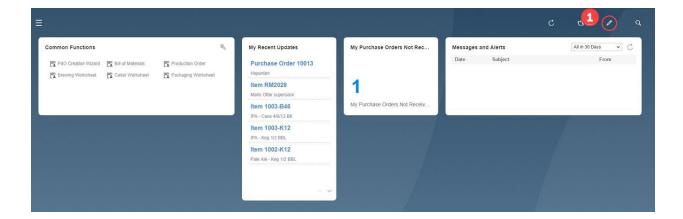




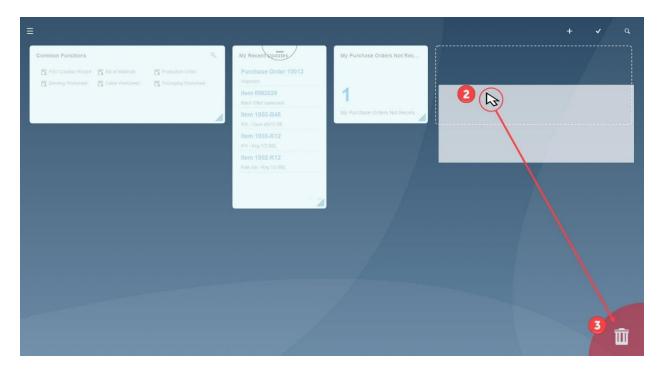


How to Remove a Widget

- 1. Click the Pencil icon in the upper left corner of the Cockpit to enter edit mode
- 2. Drag a Widget across your screen until a red trash icon appears in the lower left
- 3. Drop the Widget on top of the trash icon
- 4. Click the checkmark in the upper left to save









FQuick Start: Cockpit Widgets9