



PEOPLESOFT FINANCE FLUID

Create and Personalize Your Homepage

Quick Guide

Improve your working style with
PeopleSoft Fluid Upgrade



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Fluid provides options for creating your homepage.

We think you will like the Fluid Hamburger.





Creating Your Homepage

1. Navigate to a frequently used page in Fluid.
2. Click the Actions icon (also called the Hamburger) on the top right of the banner.



3. Choose the option to "Add to Homepage".

< Asset Management General Information     

New Window | Help

General Information






Enter any information you have and click Search. Leave fields blank for a list of all values.

[Find an Existing Value](#) [Add a New Value](#)

▼ Search Criteria

*Business Unit = 

Contract begins with

< Asset Management General Information     


New Window | Help

General Information

Enter any information you have and click Search. Leave fields blank for a list of all values.

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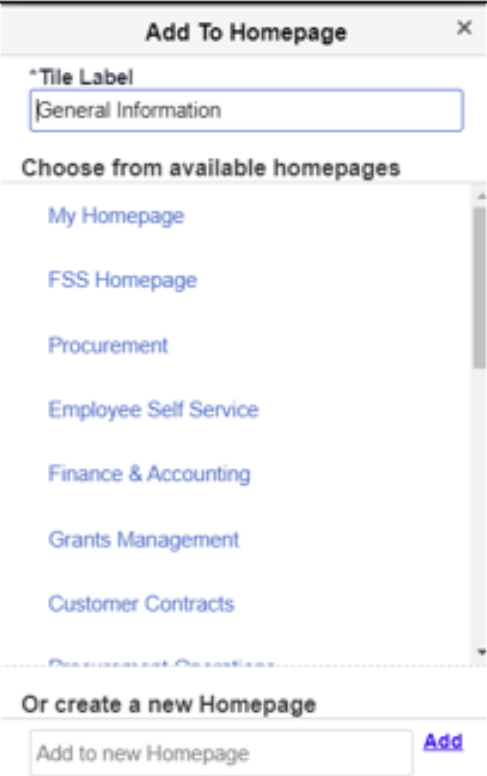
*Business Unit = 

Contract begins with

- Add To Homepage
- Add To NavBar
- Add To Favorites
- MultiChannel Console
- My Preferences
- Sign Out


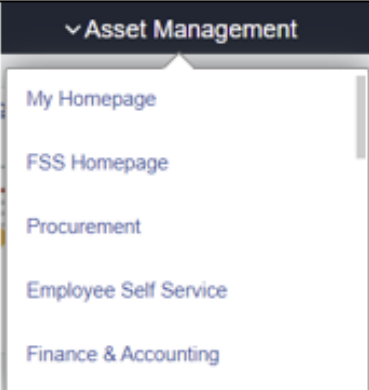
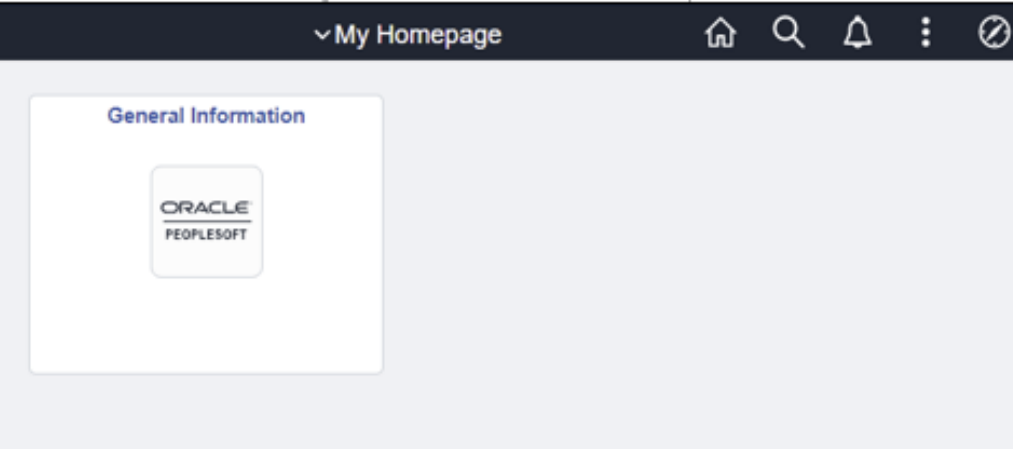


Creating Your Homepage

<p>4. Choose "My Homepage" from the available homepages.</p>	
<p>5. Fluid adds the page to your homepage.</p>	<p>Added 'General Information' to My Homepage Homepage</p> <p><input type="button" value="OK"/></p>



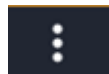
Creating Your Homepage

<p>6. To verify that you have created a homepage, click on the Home button.</p>	
<p>7. "My Homepage" is now listed as a homepage in the drop-down selector.</p> <p>Click the link to My Homepage</p>	 <p>The screenshot shows a dark navigation bar with a dropdown menu titled "Asset Management". The menu items are: My Homepage, FSS Homepage, Procurement, Employee Self Service, and Finance & Accounting. "My Homepage" is highlighted with a white background.</p>
<p>8. Your page has been added as a tile on your new homepage. Clicking the tile displays your page.</p>	 <p>The screenshot shows a homepage with a dark navigation bar containing the text "My Homepage" and icons for home, search, notifications, and settings. Below the navigation bar is a tile titled "General Information" which contains the Oracle PeopleSoft logo.</p>



Fluid makes customizing your homepage easy.

The Hamburger is still the star.

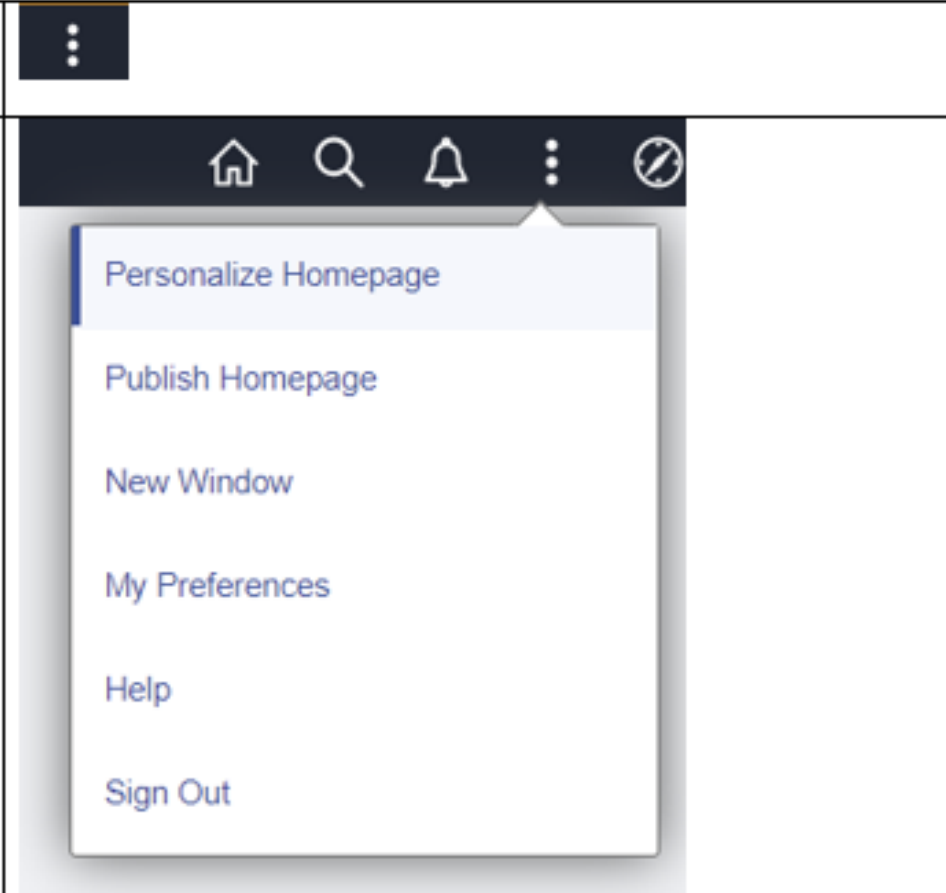




Adding a Tile to Your Homepage


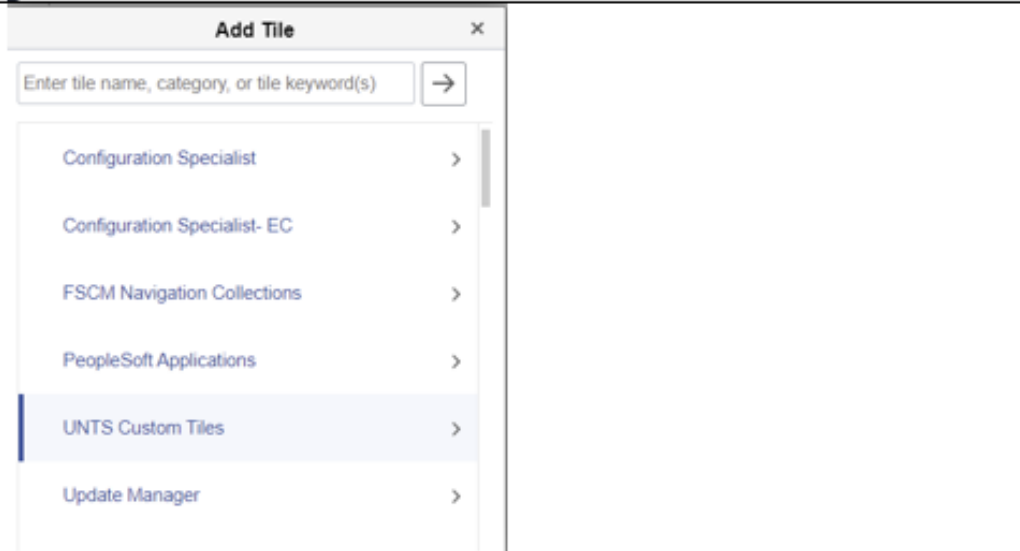
1. Click the Actions icon (also called the Hamburger) on the top right of the banner.

2. Choose the option to "Personalize Homepage".



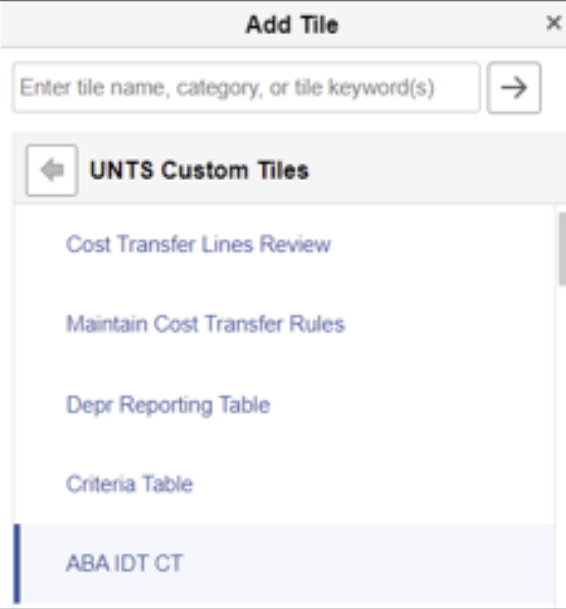



Adding a Tile to Your Homepage

<p>3. The Personalize Homepage is displayed.</p>	
<p>4. Click the Add Tile button in the top right corner.</p> <p>5. Select a tile from the list. We are adding a tile from the UNTS Custom Tiles for this example.</p>	

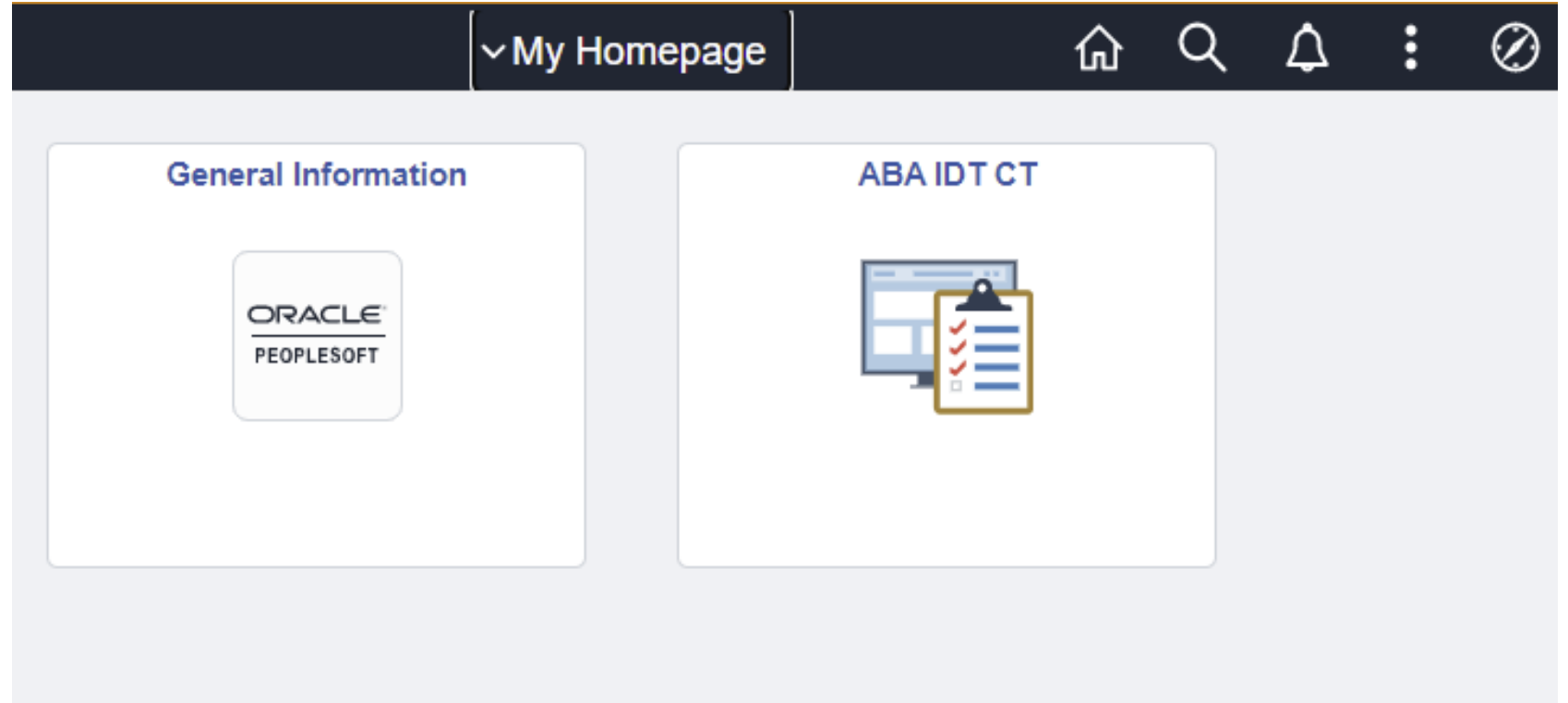


Adding a Tile to Your Homepage

<p>6. We selected the ABA IDT CT tile.</p>	
<p>7. The tile is added to My Homepage.</p> <p>8. Click the blue Save button in the upper right to save the change.</p>	



**You just added
a tile to Your
Homepage**





Removing Items from My Homepage

The Hamburger makes this easy as well. 

1. Select the option to Personalize Homepage again.
2. Click the red "X" button on the component you want to remove.
3. Click the blue Save button.
4. Your item is removed from the homepage.

Cancel Personalize Homepage Save

Homepage My Homepage Add Tile

General Information ABA IDT CT