

Key Features of the Main Dashboard

The **Main Dashboard** combines people, status, and communications into a personalised view, enabling users to scan, act, and navigate easily without searching menus. Let us examine the key features and their functions.



Timeline

Displays the user's employment anniversary and other personal milestones along a linear timeline. Hover or click a milestone to view details and related actions, such as anniversary messages or eligibility dates.

Carousel banner

A rotating banner for organisation-wide announcements, campaigns, or featured content. Each slide can include a short message, image, and a direct link to the relevant area of the system, like a policy, news item, or e-learning course.

Kudos widget

Encourages peer recognition by showing recent kudos activity and providing a one-click option to send kudos to colleagues. It helps boost engagement and highlights positive feedback without leaving the dashboard.

My Colleagues widget

A compact panel showcasing your team members or reporting lines. It provides quick access to the organisational structure, helping users connect with their colleagues efficiently.

My Performance Status widget

Summarises your performance agreement, review status, and other relevant information, such as current agreement status, upcoming review dates, or pending performance actions.

Our Company Values widget

Strengthens organisational culture by displaying the current value or behavioural focus, a brief explanation, and a link to the full values library or suggested behaviours. Designed to encourage reflection and consistent behaviour across the organisation.

HR processes widget

Displays actionable HR tasks such as outstanding requests, pending approvals, forms to complete, and helpful process links. Users can directly navigate from the widget to submit or manage requests.

Custom dashboard widgets

Administrator-configurable blocks for targeted announcements, links, or embedded content. Typical uses include quick access to e-learning courses, company-wide announcements, links to specific module features, or region-specific information.

Usability and personalisation

Widgets present concise summaries and clear call-to-action buttons, enabling users to act with minimal navigation. Visibility and layout depend on role and permission, ensuring each user sees relevant content. Widgets can be centrally configured to reflect organisational priorities.



Revision #6

Created 2026-03-11 08:52:45 UTC by Chanan Stenden

Updated 2026-07-08 10:46:42 UTC by Chanan Stenden