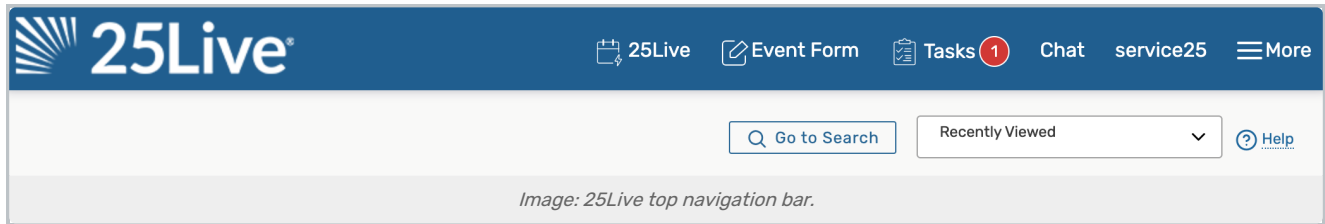


## Navigating Through 25Live

### The Top Navigation Bar is Always Available



The consistent navigation component on every screen and view in 25Live is the top navigation bar. Return to this handy area to access the main parts of the application, search, and visit other Series25 applications.

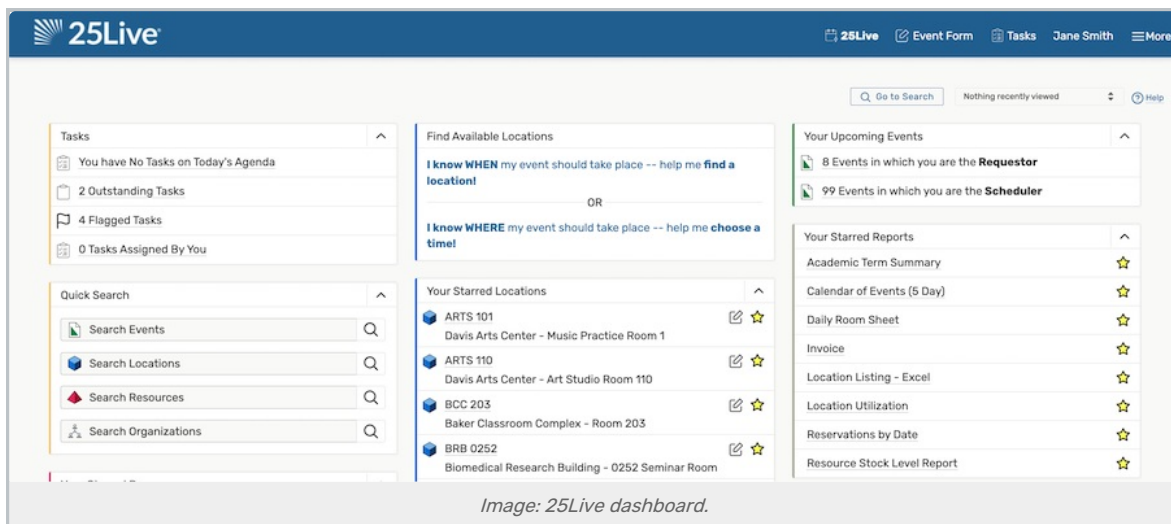
[Read more about the top navigation bar.](#)



#### Note: The Welcome Message

The first time you log in to 25Live, a "welcome message" (configured in the More Menu under "About") may appear if your administrators have configured it.

### Access Your Favorite Objects and Views Faster By Customizing Your Dashboard (*browser-only*)

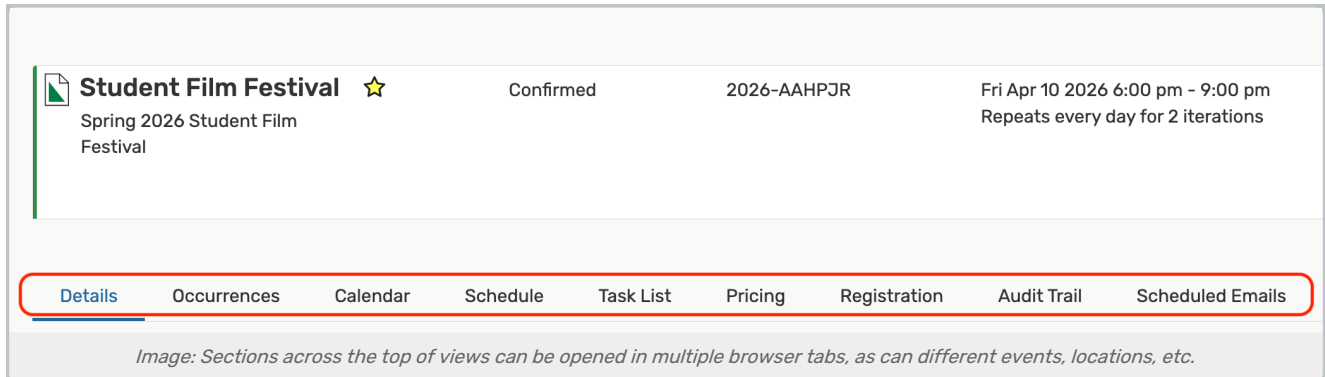


When working in a browser (ideally on a desktop browser), the best way to improve your productivity in 25Live is to customize your home dashboard. With smart customization, you can quickly create events, access starred/favorite objects in one click, and quickly access saved searches.

[Read more about customizing the dashboard.](#)

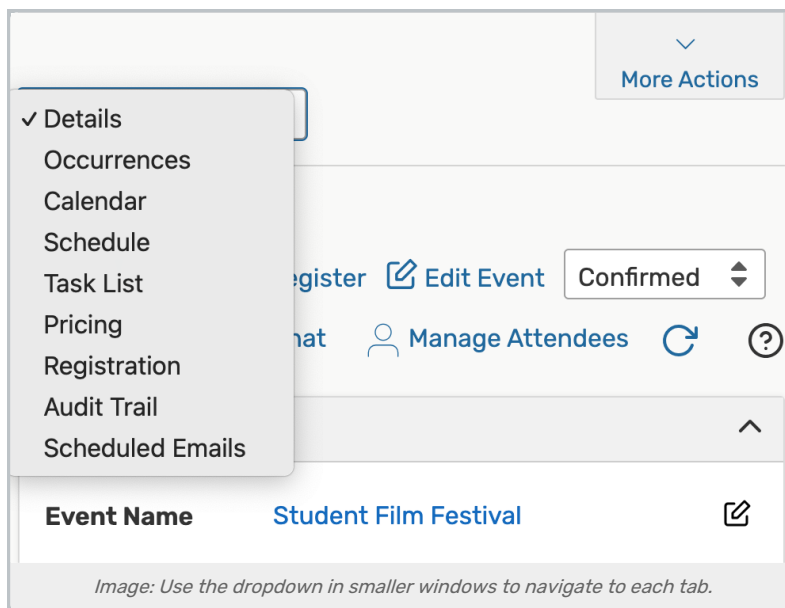
## You Can Use Multiple Browser Tabs (*browser only*)

25Live allows for multitasking in multiple browser tabs. You can also open events, locations, resources, reports, and any other objects in multiple browser tabs for convenience.




25Live uses convenient sections across the top of views, and you can also keep different sections of the same view open in other browser tabs without danger of data loss when using in a browser vs. a mobile application.

When using 25Live in a browser rather than a mobile application, you may also open new tabs.



## Additional Tips to Get More Out of 25Live

- **Take advantage of the search**
  - With three search modes ([Quick](#), [SeriesQL](#), and [Advanced](#)), it's often faster to search for what you need rather than to browse.
- **Use the Recently Viewed dropdown menu**
  - Near the top navigation bar's search box is a recently viewed dropdown menu that will show objects you have viewed within the current session.
- **Expand panels**
  - Look for the chevron symbol  in panels that indicates content that can expand or collapse.

- **Look for drag-and-drop features**
    - Many areas of 25Live, such as the home dashboard and [availability views](#), provide opportunities to quickly drag and drop objects where you need them
  - **Utilize inline editing**
    - The event details view offers convenient [inline editing features](#)
-