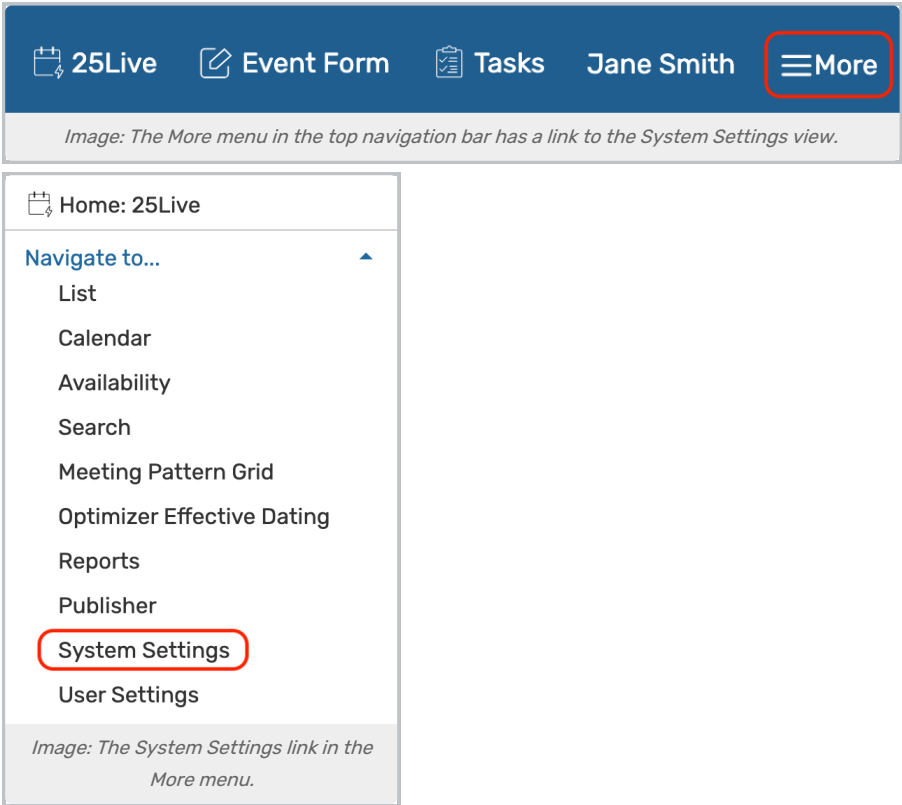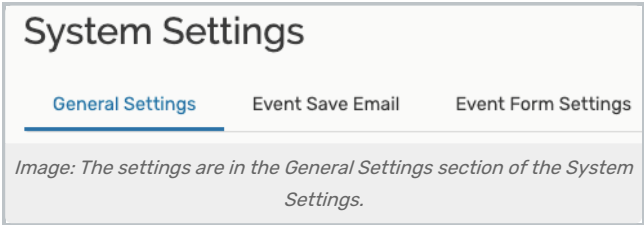# System Defaults

25Live allows you to configure a number of system defaults for the application.

Getting to the General Settings

Navigate to the **System Settings** section using the **More** menu in the top navigation bar.

Image: The More menu in the top navigation bar has a link to the System Settings view.

Image: The System Settings link in the More menu.

From the **System Settings** section, go to the **General Settings** section.

Image: The settings are in the General Settings section of the System Settings.

Use the **System Defaults** link in the left-side menu to view the section.

How to Customize System Defaults

Image: Use these options to configure the experience across the application for all users.

1. Select if Sign In is Required

When **Required** is selected, this setting sends all 25Live users directly to the sign-in prompt, and no guest or viewer seat user can browse this 25Live instance. If your institution is using Single-Sign On authentication, additional technical adjustments are required. Contact your Series25 Account Manager for assistance (seriesimplementation@collegenet.com).

2. Optionally Add a Sign In Message

This sets the message displayed in the 25Live user sign-in window.

3. Set the Public Search Username

This is for the contact username of a 25Live user whose searches are automatically made available to all 25Live users. Be sure this user's security setup is appropriate for creating the searches you want to make public.

4. Optionally Add a Header Logo Link

The 25Live logo (or your institution's logo, if customized in the Configure Theme section), can be linked to a URL. Type a valid URL in this field.

5. Select the Event Display Field Option

This option controls if the event name or event title is used for primary event identification in 25Live. If you choose the event title and an event has no title, the event name will be used.

6. Save Your Selections

Use the **Save** button to save your choices. The **Cancel** button will remove unsaved changes.