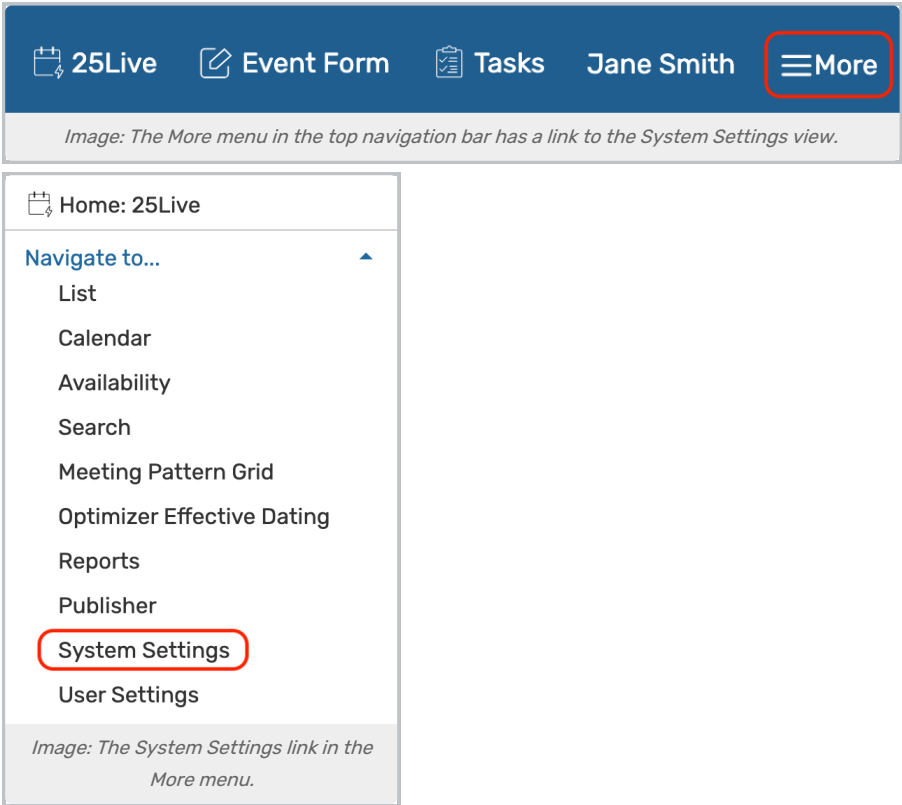


System Defaults

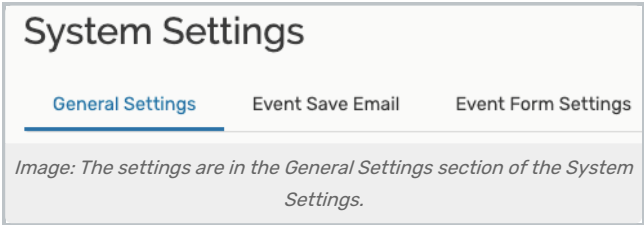
25Live allows you to configure a number of system defaults for the application.

Getting to the General Settings

Navigate to the **System Settings** section using the **More** menu in [the top navigation bar](#).



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



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

How to Customize System Defaults

Masquerade
Configure Theme
Grid Coloring
User Activity
Email Defaults
System Defaults
User Defaults
Date & Time Defaults

System Defaults

Sign In Required

Setting that determines whether users are required to sign in to access 25Live, or whether they can browse as a guest using the permissions of the viewer seat user. If your institution is using Shibboleth for authentication, additional technical adjustments are required. Contact your Series25 Account Manager for assistance.

Optional ☐ Required ☒

Sign In Message

The message to appear at the bottom of the Sign In window.

File Insert Table View Format Tools

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Please contact your administrator for more details!

Public Search Username

The username of the contact whose saved searches are automatically made "public" so they can be run by all users.

public

Header Logo Link

If you provide a link here (Example: <http://www.yourschool.edu>), clicking on your site header will open that link in a new window. By default, your site header image is not linked and clicking on it will do nothing.

<https://corp.collegenet.com/company/user-conference.html>

Event Display Field

Setting for whether the Event Name or Event Title is primarily used for display purposes throughout 25Live.

Event Title ☐ Event Name ☒

Save Cancel

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.