




## Customize Your Home Page


1. Each box/category is called a **“widget”**. To move a **widget** to another location within the home page, take your cursor in the header (top) part of the **widget**. It will turn into a  (**Move cursor**) Click and drag to the other location and then let go of it once it’s in the location you want. As you can see from the picture below, we moved the widget called “SFR-Townhouse-Condo Search” to the right. It was under “Additional”, now it’s to the right of “Additional”.

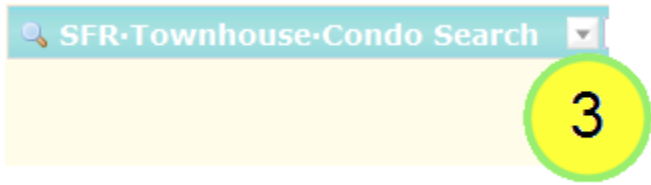
### Before

### After

2. To minimize a **widget**, click on the  located on the top right hand side of the header of any **widget**. To get rid of a **widget**, click on the  located on the top right hand side of the header of any **widget**



3. To maximize a **widget**, click on the  located on the top right hand side of the header of any **widget**



4. To retrieve a **widget**, find the **widget** you want under “Additional”. Click on the **widget** name, while holding your clicker down and drag it out of “Additional” and then let go of the clicker. This will move the **widget** called “Recent Use Contacts” out of “Additional” for this example

