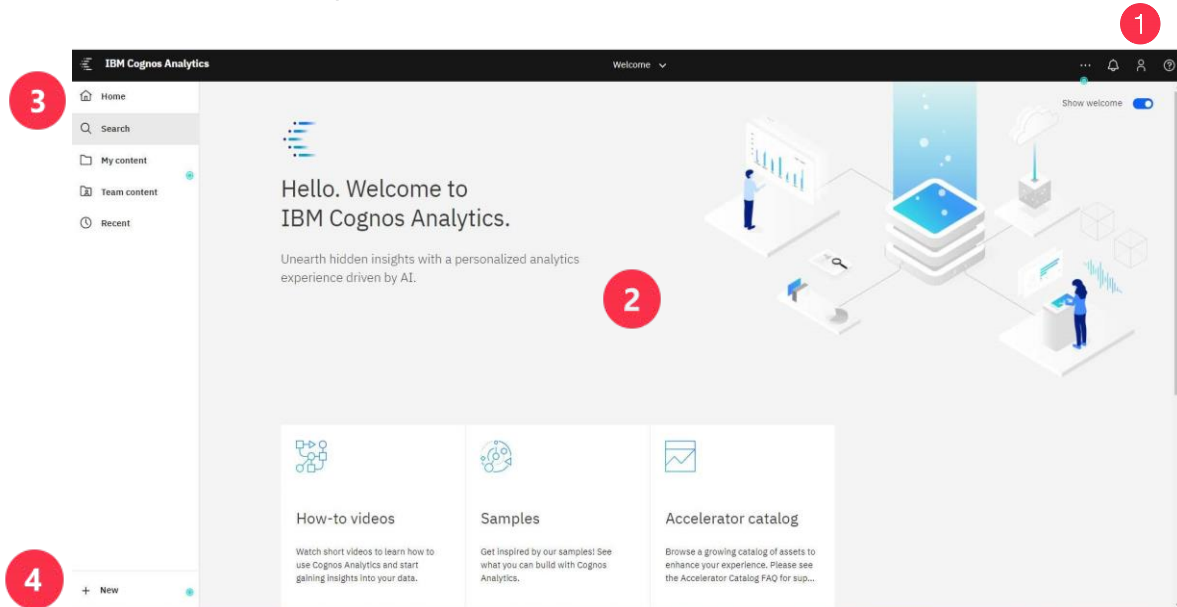




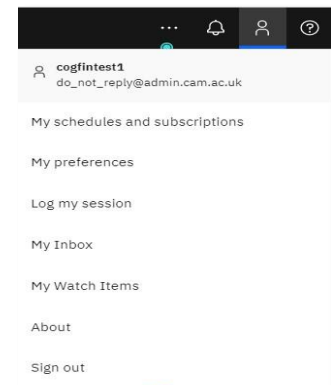
# Home page

When logged in to Cognos Analytics users will see the screen shown in the image below, each numbered icon is explained further below.

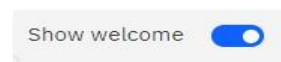


1 This is where users are able to change setting and preferences, view current schedules and check alerts.

The current view can be set as home page from here

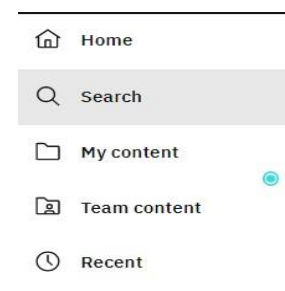


2 This is the main **home page** display and will over time show recently accessed reports. This can be switched off by changing the **Show welcome** icon option.



3 In this section, users can:

- search for reports using the **Search** option,
- view saved personal reports in the **My Content** (*this is the equivalent of My folder in Cognos 10*),
- view shared reports in the **Team Content** (*this is the equivalent of Public Folder in Cognos 10*).



4 In this section, certain users will be able to access options to create or author reports using Report and or Query Studio.

