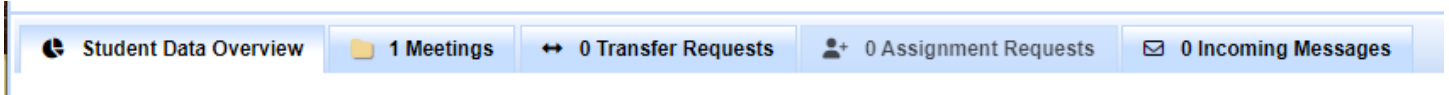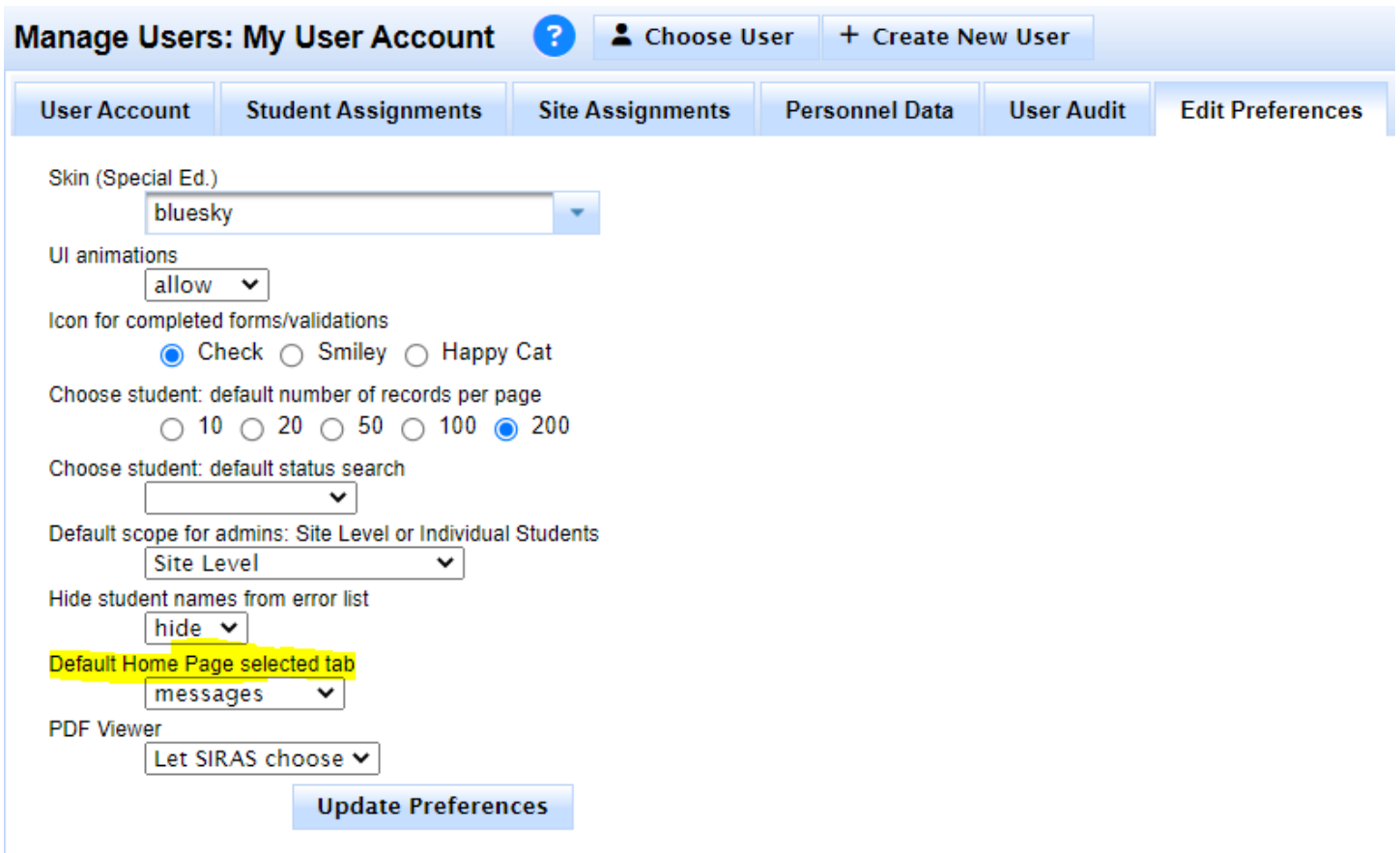Individual users can make any of the tabs on the home page the default upon logging in SIRAS.

Normally the general default tab is 'Student Data Overview'.

Student Data Overview	1 Meetings	0 Transfer Requests	0 Assignment Requests	0 Incoming Messages

To change the default tab upon login, go to Tools menu then to either 'My Account or 'Manage Accounts'

Go to the 'Default Home Page select tab' and select the tab that you want as a default upon logging into SIRAS. Lastly click 'Update Preferences' at the bottom.   The next time you log in SIRAS, that default tab you selected will be the active tab on the SIRAS Home Page.

Manage Users: My User Account ? Choose User + Create New User

User Account	Student Assignments	Site Assignments	Personnel Data	User Audit	Edit Preferences

Skin (Special Ed.)
    bluesky

UI animations
    allow

Icon for completed forms/validations
    ● Check ○ Smiley ○ Happy Cat

Choose student: default number of records per page
    ○ 10 ○ 20 ○ 50 ○ 100 ● 200

Choose student: default status search
    [   ]

Default scope for admins: Site Level or Individual Students
    Site Level

Hide student names from error list
    hide

Default Home Page selected tab
    messages

PDF Viewer
    Let SIRAS choose

Update Preferences