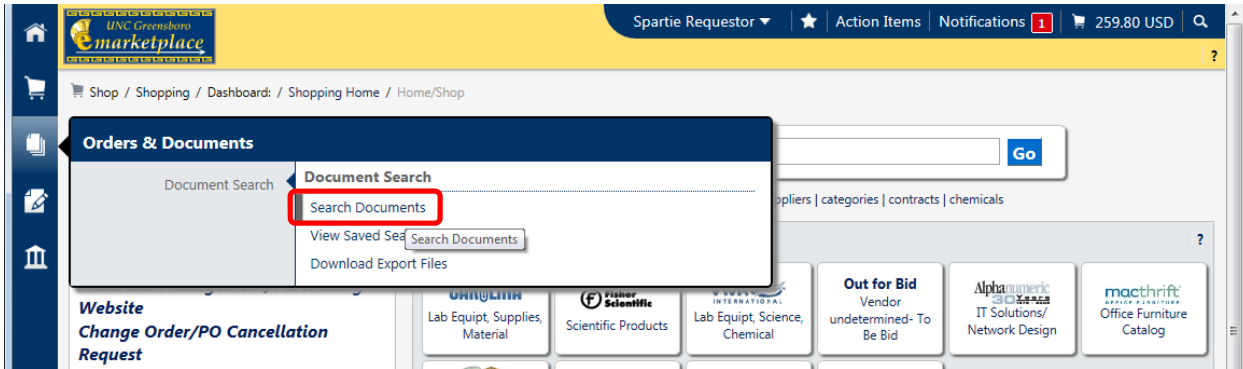


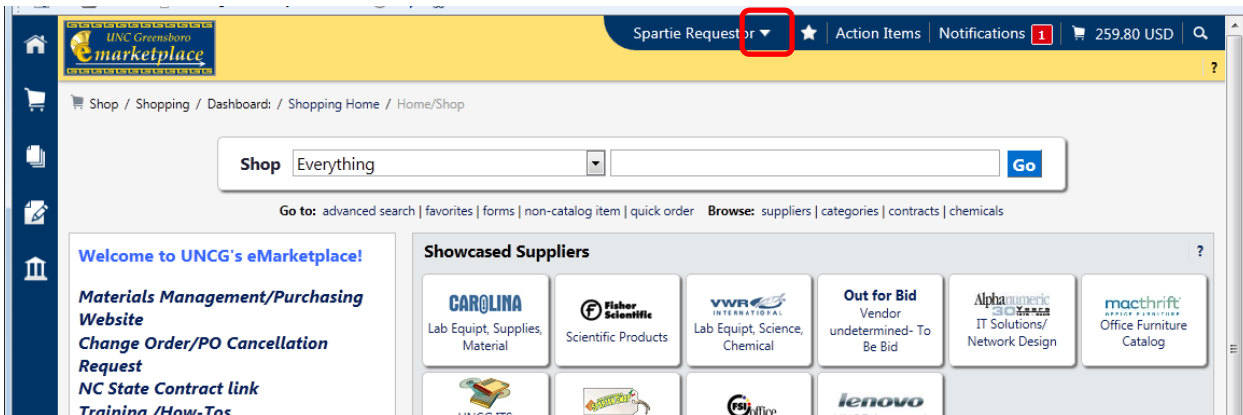
Setting Your Home Page

The home/shop page is the default home page in eMarketplace. You now have the ability to set a home page in eMarketplace that will be displayed each time you login.

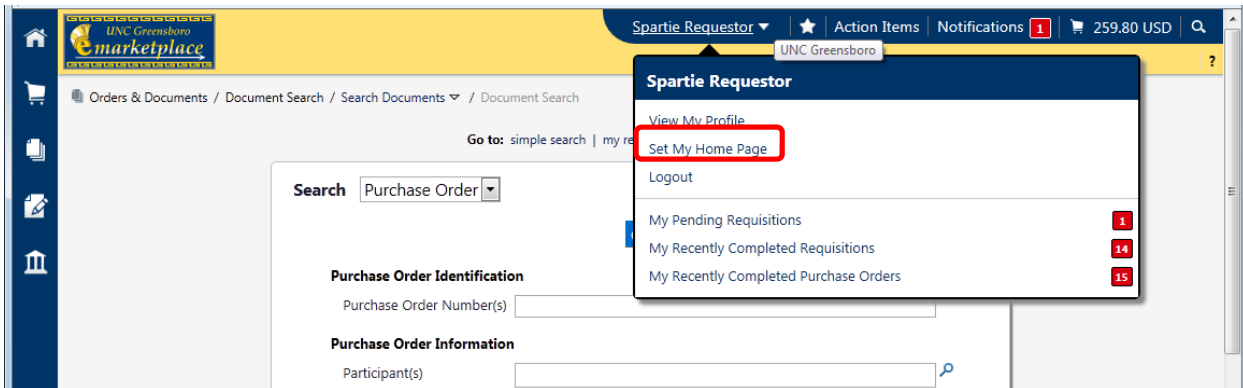
Navigate to the page that you want to set as your home page. (In this example I want the document search page to be my home page.)



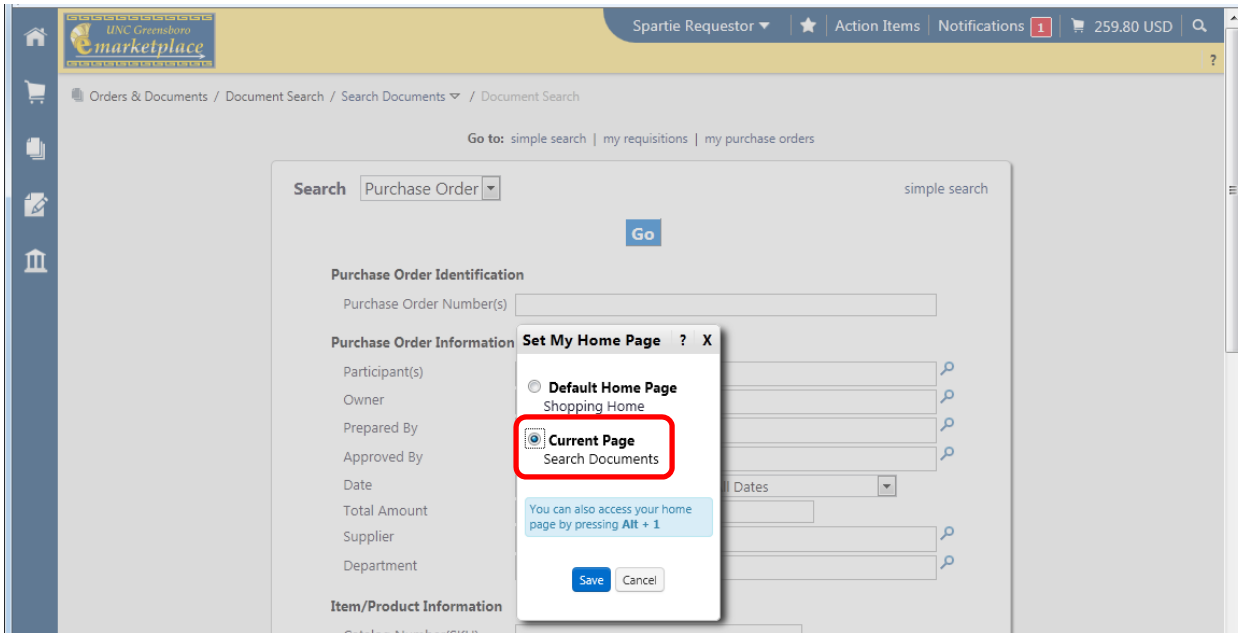
Once you're at the page that you want to set as your home page, click the dropdown arrow next to your name.



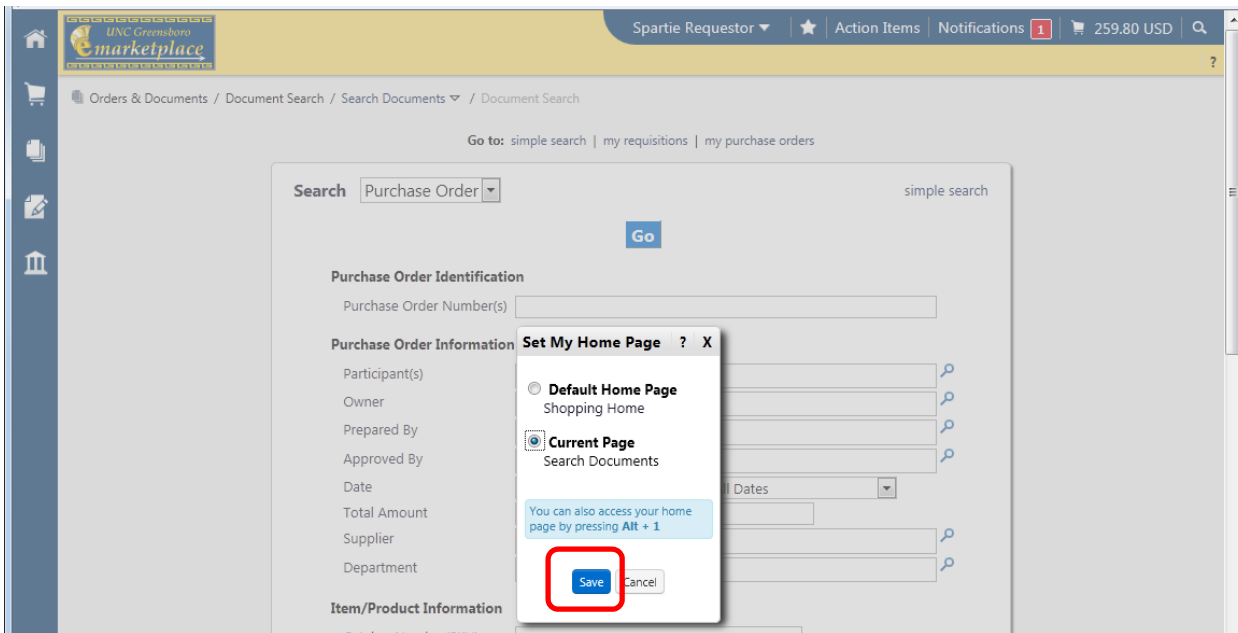
Select 'Set My Home Page'.



You will be presented with a choice to either make the Shopping Home or the Current Page your home page. Select which page you want to be your home page. (Notice the information letting you know that you can access your home page from anywhere in the application by pressing Alt + 1.)



Click **'Save'**.



Now the document search page will be my home page each time I log in. I will also be taken to the document search page any time I click either the home icon on the eMarketplace logo.