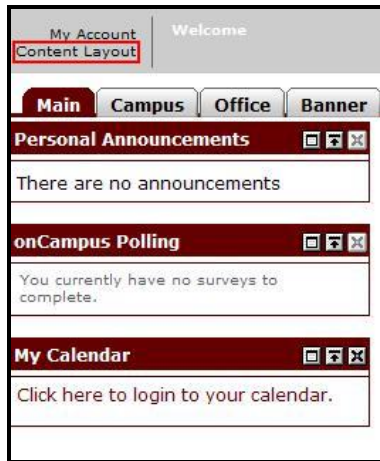


ORED Funding Opportunities

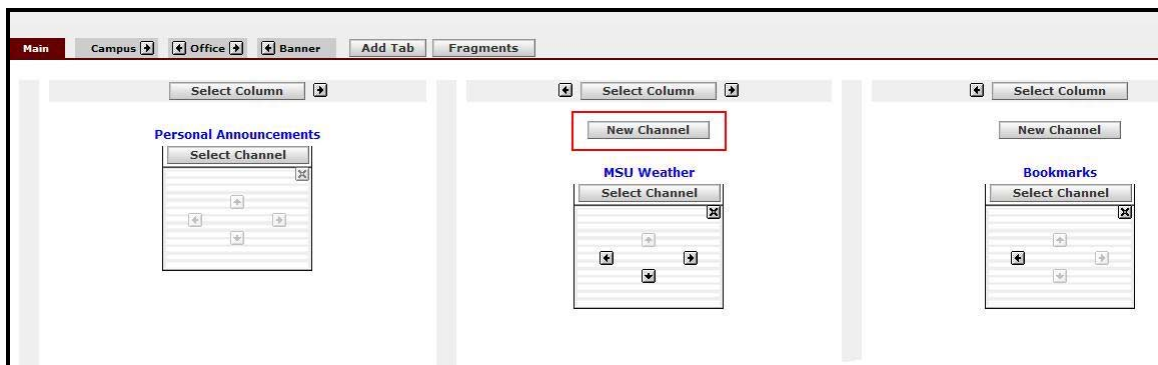
To Add the ORED onCampus Channel

onCampus provides great flexibility for you to customize the tabs and channels in your layout. One of the options that you have is to add new channels to existing tabs or to new tabs you have created. To add the new ORED channel to your layout, use the following procedure.

1. In the top left-hand corner of the page above the system tabs, locate and click the **Content Layout** link.



2. You will see the Manage Content/Layout page, which allows you to change aspects of your user layout, such as adding tabs, moving or deleting channels, etc.
3. Locate the image of the system layout and select the tab to which you want to add a new channel by clicking the name of the tab. The Main tab will be selected by default.
4. You will see an image containing icons for the existing channels contained on the tab.
5. Locate the column and position where you want to add the channel and click the **New Channel** button.



6. You will see the category menus that you will use to add the channel.
7. From the select a category menu, select **Applications** for the category and click **Go**.

Manage Content/Layout

Warning:

Steps for adding a new channel:

1. Select a category:
▶ Applications ▼ go
- 1a. Select a subcategory:
Select a subcategory from "Applications".
- or -
Select a channel from step 2.
▶ - Select Subcategory - ▼ go
2. Select a channel:
Category: **Applications****
Office Banner Viewer
ORED Funding Opportunities
Personal Announcements
Service
** List does not include channels in subcategories
3. Add the selected channel: **Add Channel**

8. From the select a channel menu, highlight the **ORED Funding Opportunities** channel and click **Add Channel**. You are returned to the layout page where you see the new channel appear in the layout image.
9. Click the return button, which is located in the upper left-hand side of the screen.

You are returned to the tab where you elected to add the channel. From now on when you log on, you will see the new ORED channel on this tab.

