

## BYOD/Hypori Halo Widgets

### Introduction

This document will instruct you how to add, resize, and remove widgets in your Hypori Halo virtual workspace.

### Procedures

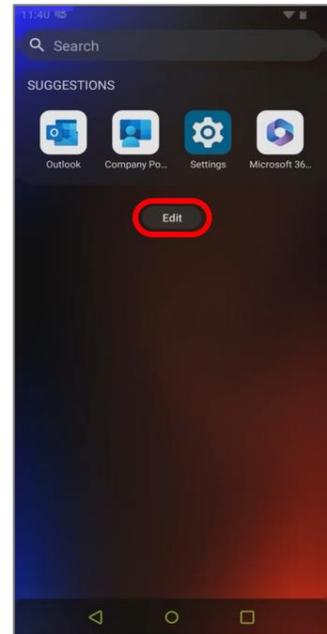
#### Add Widgets

To add a widget to your Hypori Halo virtual workspace:

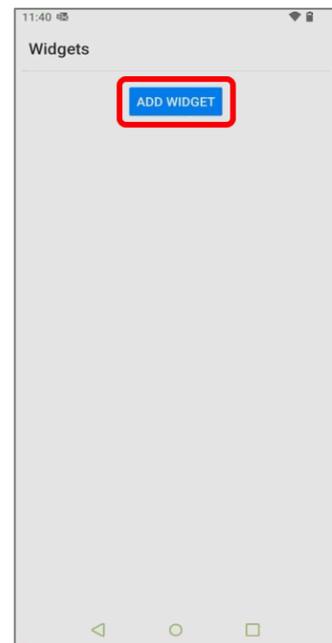
1. From the home screen of the Hypori Halo Virtual Workspace, swipe left to right to go to the Search screen.



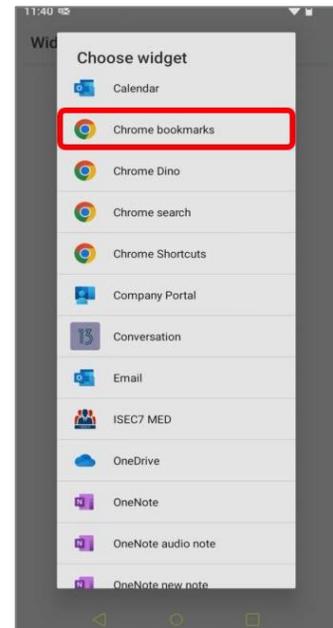
2. Select *Edit*.



3. Select *Add Widget*.

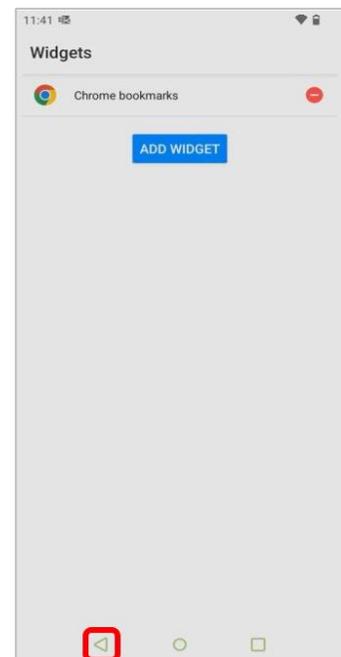


4. Select the widget from the list that you would like to add.

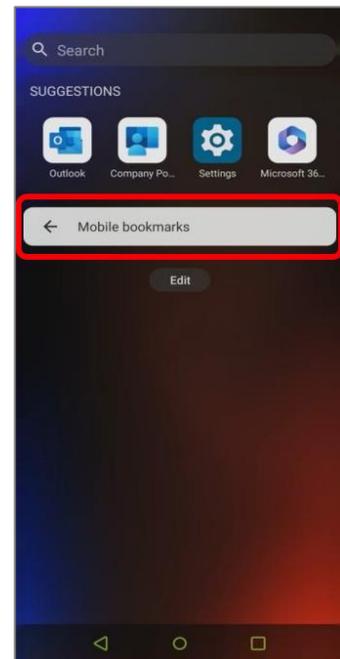


5. The chosen widget now appears in the Widgets list. You can use the *Add Widget* button to add additional widgets.

When you're done, select the back arrow to return to the Search screen.



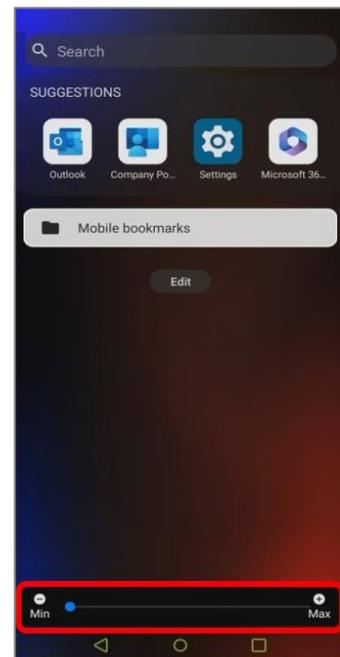
6. The widget now appears on the Search screen.



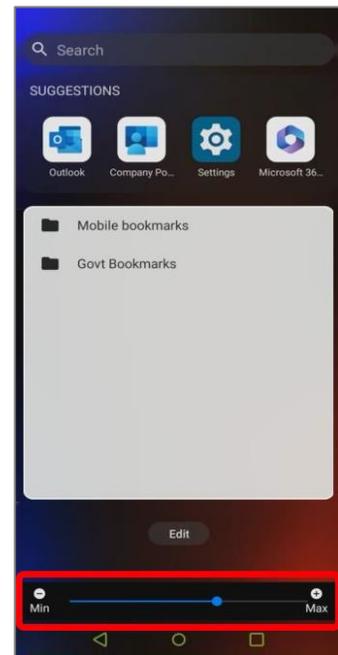
### Resize Widgets

After a widget has been added to the Search screen in your Hypori Halo virtual workspace, it can be resized to display more or less information.

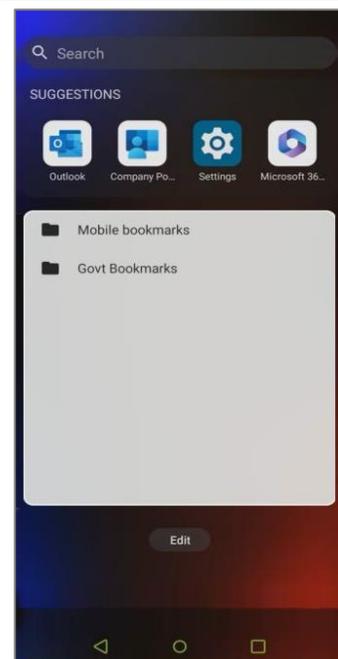
1. On the Search screen, press and hold a widget to reveal the Min/Max slider at the bottom of the screen.



2. Use the Min/Max slider to increase or decrease the selected widget's displayed size on the Search screen.



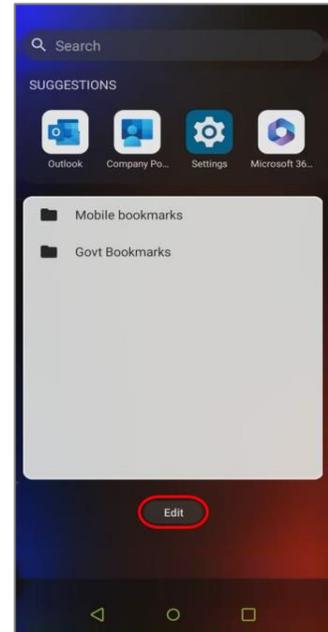
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3. Once the widget has been resized to your liking, select an empty area of the screen to save your changes.



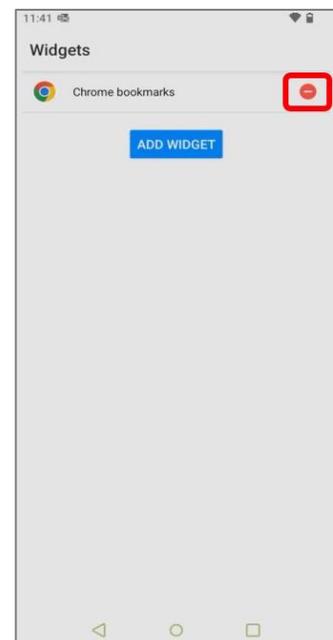
## Delete Widgets

If you'd like to remove a previously added widget from the Search screen in your Hypori Halo virtual workspace:

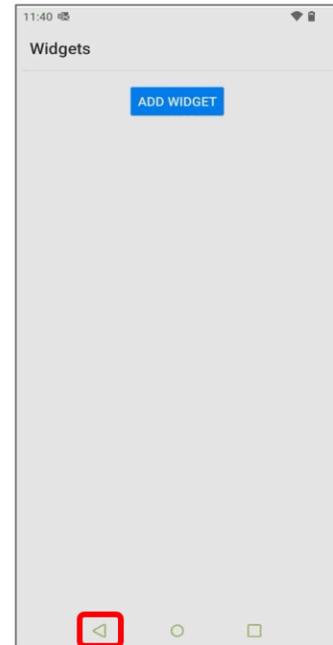
1. On the Search screen, select *Edit*.



2. In the Widgets list, locate the widget you want to remove from the Search screen. Select the remove icon on its row.



3. Select the back arrow to return to the Search screen.



4. The deleted widget no longer appears on the Search screen.

