

Custom Widget

1. Overview

Custom Widget allows admins to add additional widgets on the Home Page. It helps highlight important information, links, or content for users.

2. When to Use

Use this feature when:

- You want to display important announcements or content
- You need to highlight external links or campaigns
- You want to personalize the Home Page experience

3. Concepts

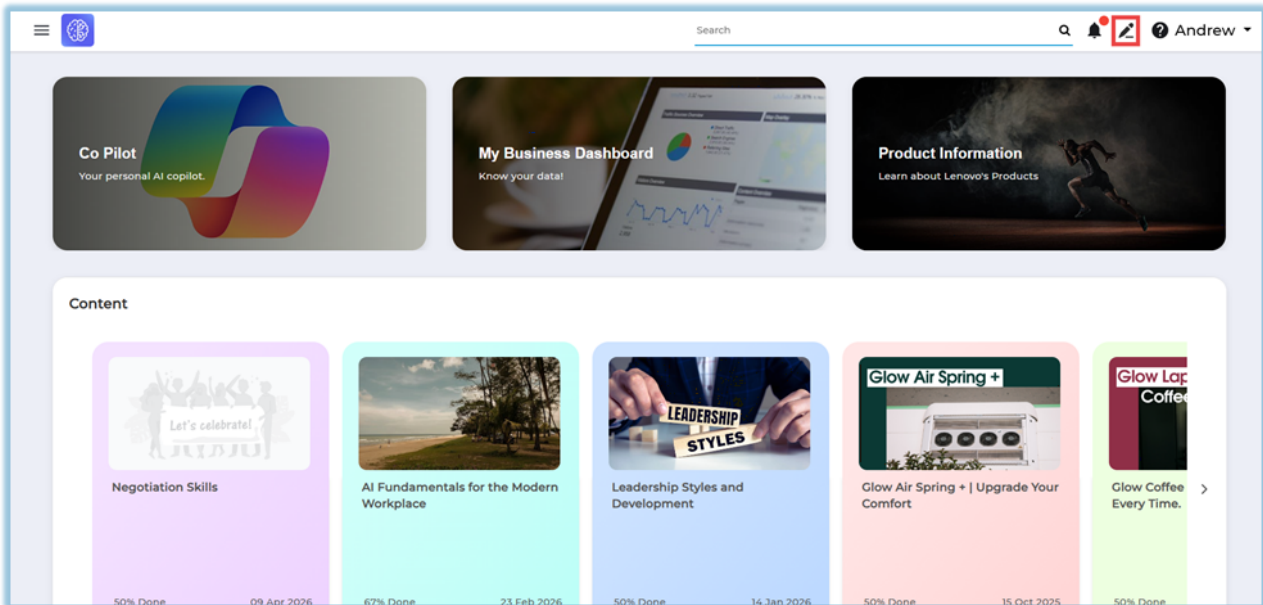
- **Custom Widget** - A configurable card displayed on the Home Page
- **Widget Type** - Layout of the widget (Compact / Full Width)
- **Redirect Link** - URL where users are redirected on click
- **User Assignment** - Controls which users can see the widget
- **Live Preview** - Real-time preview of widget design

4. Set Up Guide

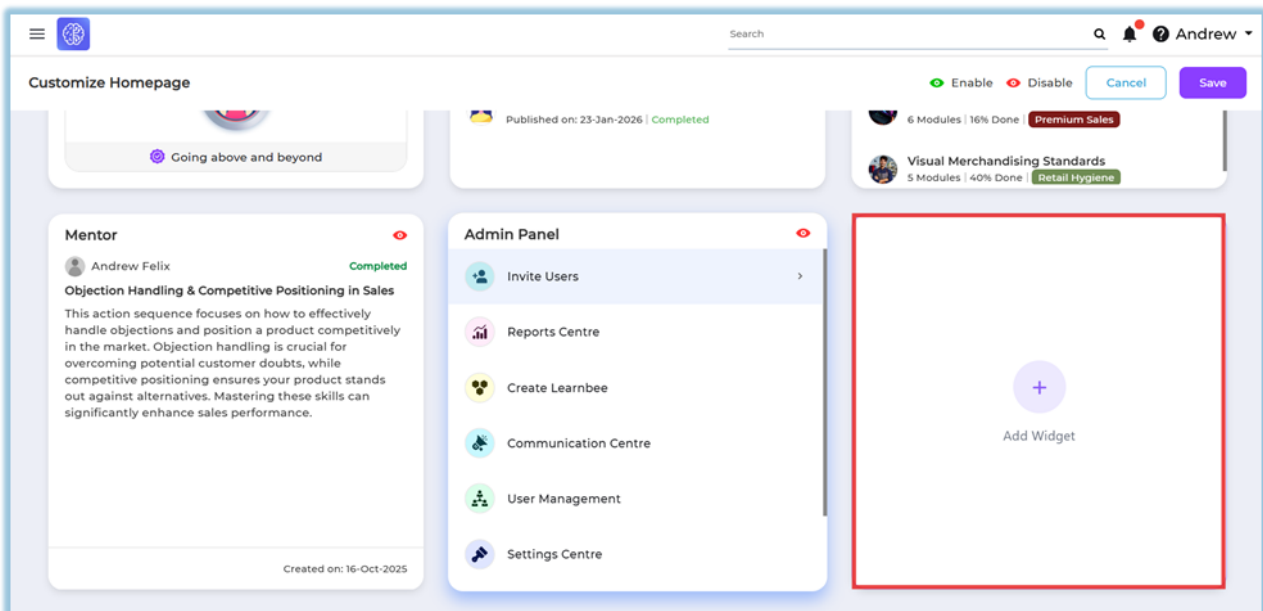
[Access Widget Setup](#)

1. Go to **Home Page**

2. Click **Edit** (≡ icon)



3. Click **+ Add Widget**



Step 1: Setup Widget

Fill the required details:

- **Widget Name**
- **Widget Type**
 - Compact (2:1)
 - Full Width (7.5:1)
- **Image Upload Options**
 - Upload from system
 - Select from Pixel Library
 - Add Image URL
- **Content Details**
 - Title

- Subtitle
- **Redirect Link**
 - External link (URL)
 - Internal link
- **Display Option**
 - App / Web / Both
- **Live Preview**
 - View image, title, and subtitle before publishing

The screenshot shows the 'Create custom widget' interface. At the top, there is a navigation bar with a search icon and the name 'Andrew'. Below the navigation bar, the title 'Create custom widget' is displayed. The main form area contains the following fields:

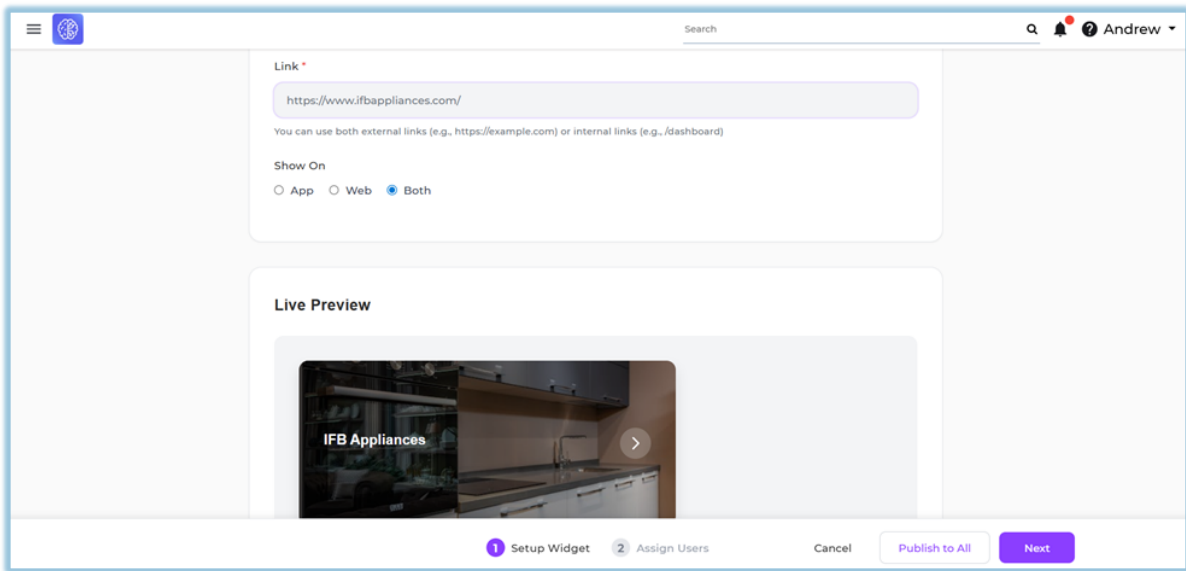
- Widget Name ***: A text input field containing 'IFB'.
- Widget Type ***: Two radio button options: 'Compact 21' (selected) and 'Full Width 7:51'.
- Image ***: A placeholder area showing a preview of the widget layout with a blue bar and three grey boxes.

At the bottom of the form, there is a progress indicator with two steps: '1 Setup Widget' (active) and '2 Assign Users'. To the right of the progress indicator are buttons for 'Cancel', 'Publish to All', and 'Next'.

The screenshot shows the 'Create custom widget' interface in the 'Assign Users' step. The main form area contains the following fields:

- Image ***: A preview area showing a zoomed-in image of a kitchen appliance with a 'Zoom: 1.0x' slider.
- Image Source**: Two buttons: 'Upload Image' and 'Pexels Library'.
- URL**: A text input field containing the URL 'https://images.pexels.com/photos/7535016/pexels-photo-7535016.jpeg?auto=compress&cs=tinyrgb&h=350'.
- Title *** (14/60): A text input field containing 'IFB Appliances'.
- Subtitle** (0/120): A text input field containing 'Enter subtitle (optional)'.

At the bottom of the form, there is a progress indicator with two steps: '1 Setup Widget' and '2 Assign Users' (active). To the right of the progress indicator are buttons for 'Cancel', 'Publish to All', and 'Next'.

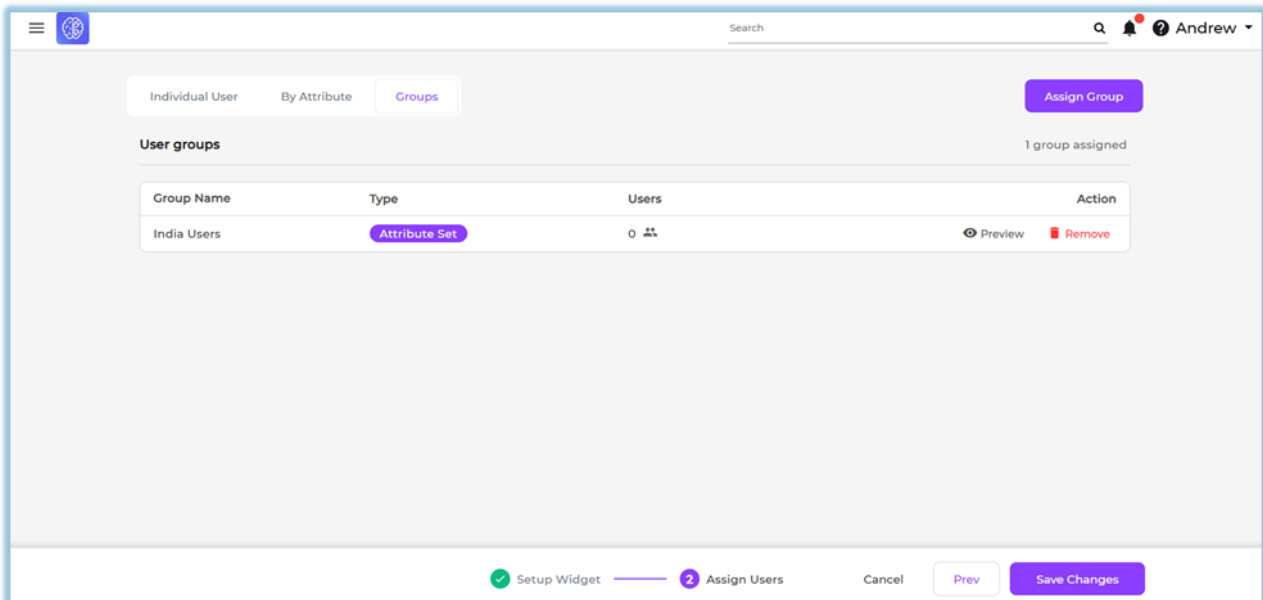


Click **Next**

Step 2: Assign Users

Assign widget visibility:

- **Individual Users**
- **By Attribute**
- **Groups**
- **Assign to All Users**

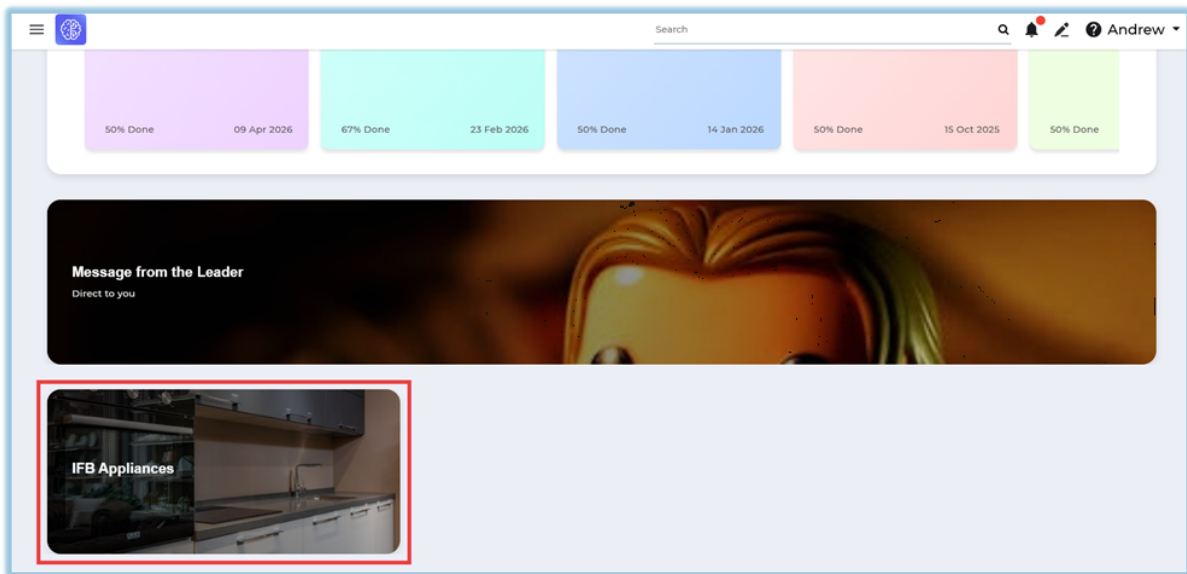


Click **Save / Publish**

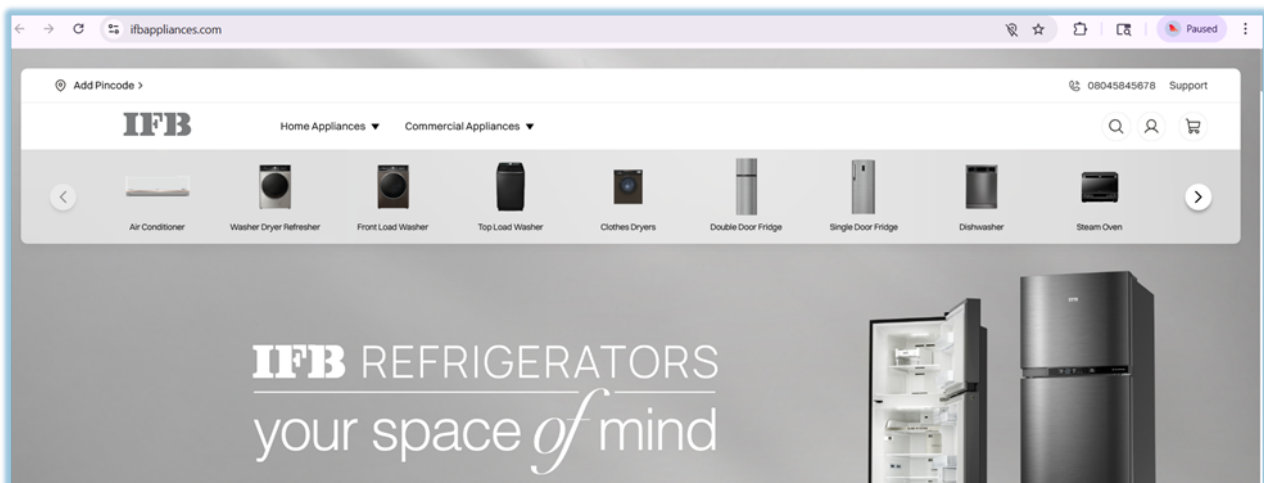
5. User View

- Widget appears on **Home Page**

- Displays:
 - Image
 - Title
 - Subtitle



- On click → redirects to configured link



6. Reporting

- No direct reporting available for widgets
- Used mainly for visibility and navigation

7. Best Practices

- Use clear and high-quality images
- Keep title and subtitle short
- Use valid redirect links
- Assign widgets to relevant users/groups
- Preview before publishing

8. Version Notes

Last Updated: 16 Apr 2026

Revision #1
Created 16 April 2026 06:15:52 by Manjula Jagadish
Updated 16 April 2026 06:44:00 by Manjula Jagadish