

## SECTION 2

# Dashboard



#### What You'll Learn

- What you see on the home screen
- How to access core tools like Messaging, Routing, and Reports
- Where to find alerts, quick links, and upcoming events

## Resources & Tips



**Tip**: You can return to the Dashboard any time by clicking the **Home** icon at the top left of your screen

### How it Works: The Command Center Dashboard

When you log in, the **Dashboard** is your home base. It provides a quick view of what matters most and helps you move quickly between tasks. From the Dashboard, you'll be able to access:



Calendar & Events



**Messaging** 



Incident Reports



Routing Requests



<u>Video</u> <u>Requests</u>

From your **Dashboard**, you can quickly access each key tool. On the next page, we'll walk through what you'll see when you log in. Each feature will then be covered in more detail, one section at a time.

# **Exploring the Dashboard**

This is your home base in **Beacon Connect**. From the **Dashboard**, you can quickly view recent activity, check for messages or pending requests, and access important updates from your district.

