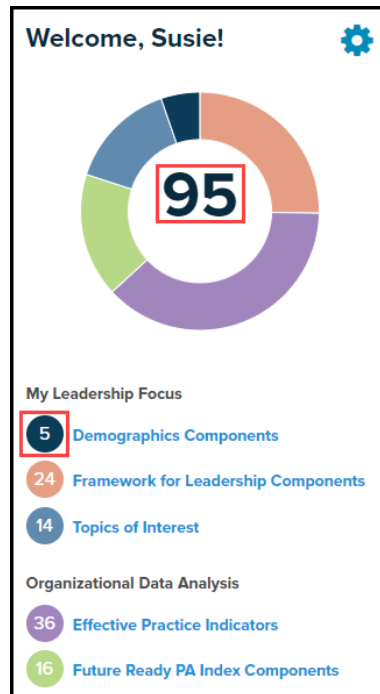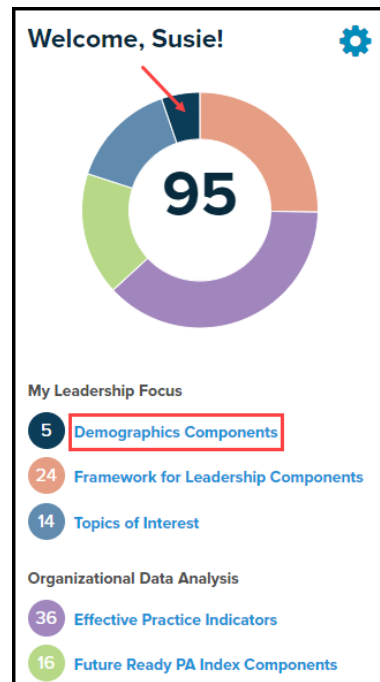1. The **Welcome** box displays your settings for the personal preferences you have designated as important to you. The quantities of items that you selected are shown for each category. The total number of items is displayed in the center of the wheel chart.

2. If you wish to make any changes or updates, click on the desired category to jump to that page. Alternatively, you may click on the color-coded quantity wheel for a category. Move the cursor over a section of the wheel to show the quantity of items selected. If you have not set your personal preferences yet, please refer to the appropriate sections of this manual to guide you.

3. You may also click on the blue gear icon in the upper right corner of the **Welcome** box and select the site element you would like to access.