Location



The Location drop-down menu is next to the Shortcuts Bar.  It lists a business’s individual store locations, and the name currently displayed in the indicator is the location associated with the displayed desktop. You can customize each location’s desktop to fit the needs of that particular store.

***TIP:*** To help distinguish between each location’s desktop, create unique backgrounds for each one (see “Desktop” in **“Settings”**).

**Switching Between Locations:** To switch between location desktops:

* Click on the box to access a drop-down menu that displays all the locations.
* Select the desired location to display that location’s desktop.