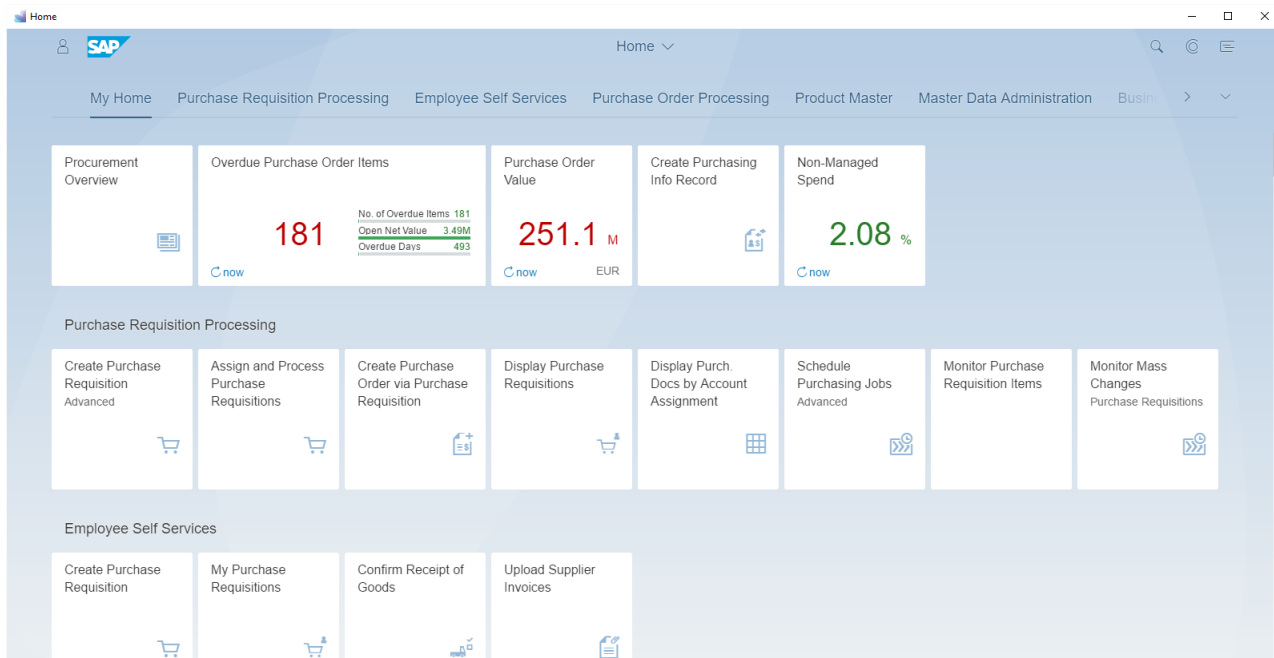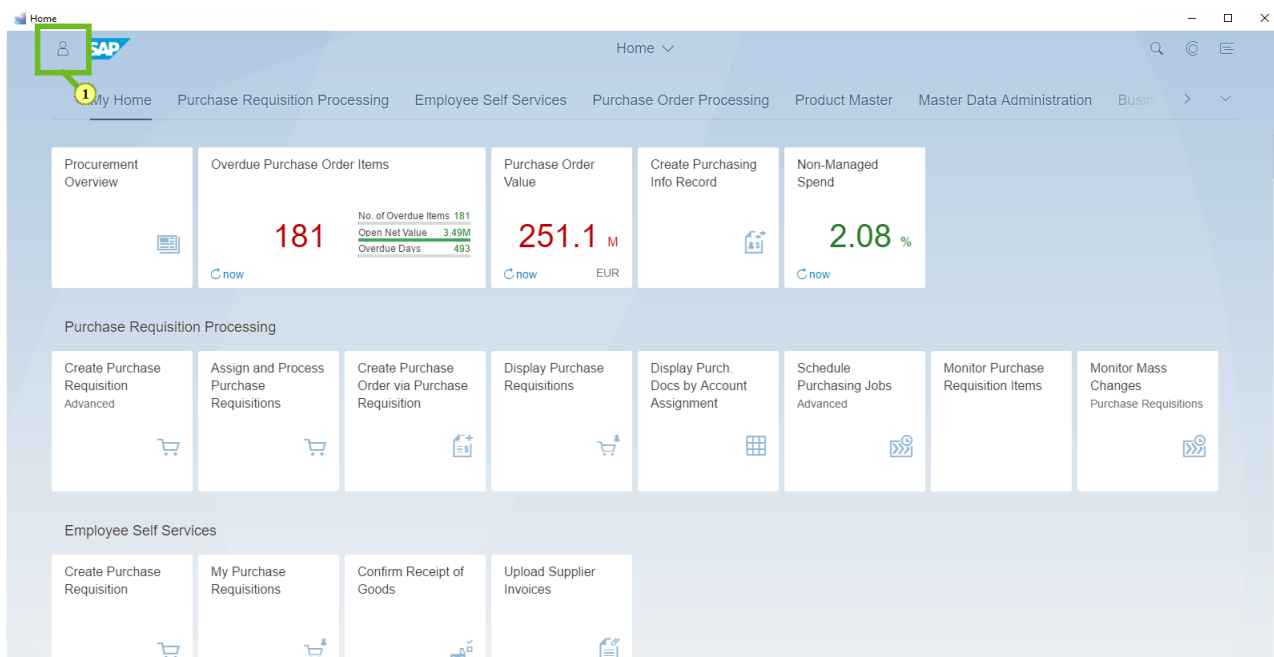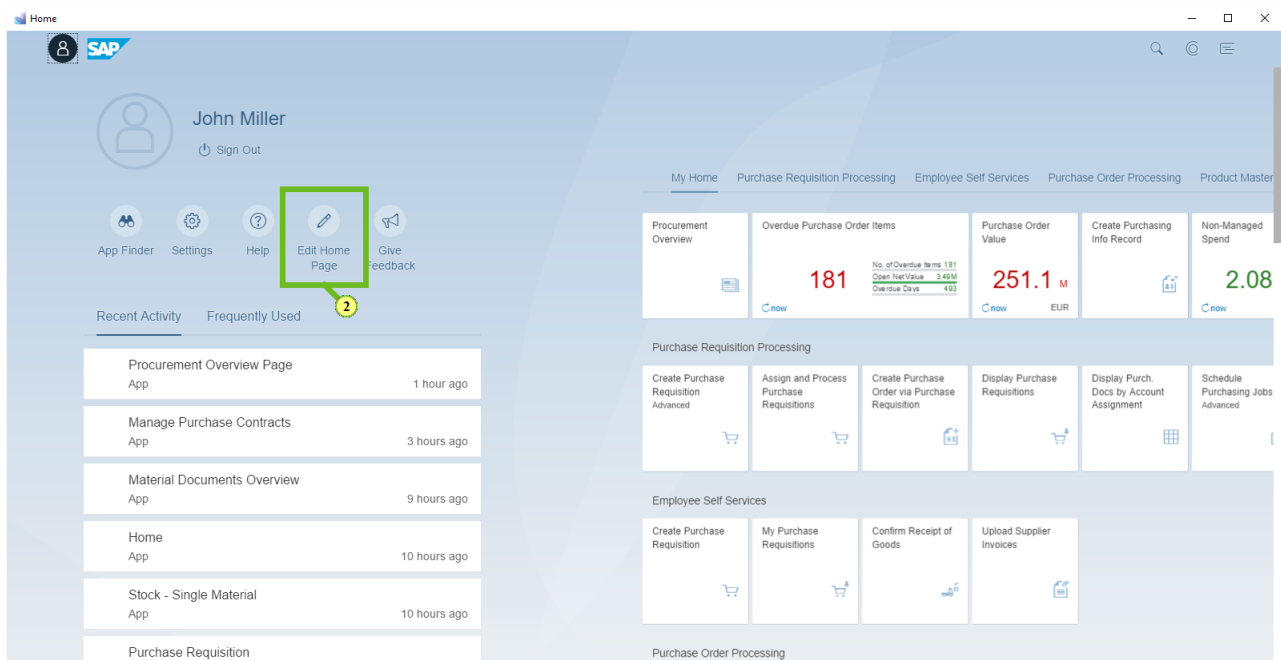# Personalizing the SAP Fiori Launchpad

Would you like to know more about how you can personalize your SAP Fiori Launchpad home page by arranging apps and additionally, how to create and arrange your own groups?
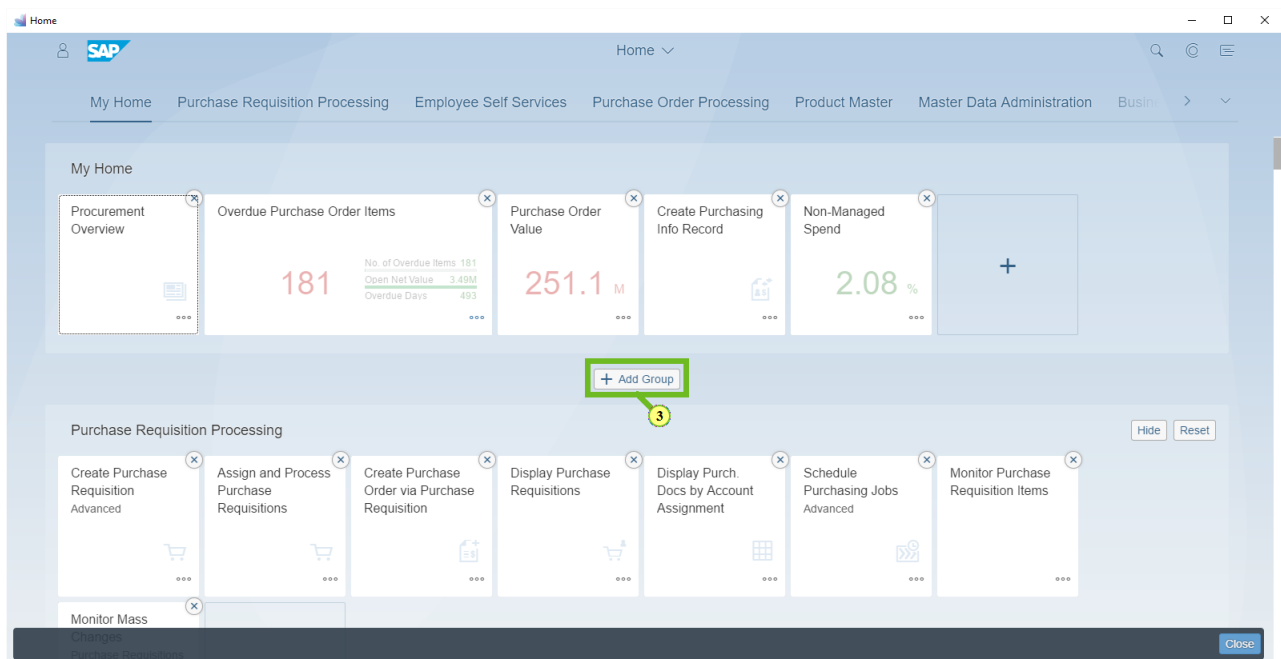
If so, follow this interactive demo.

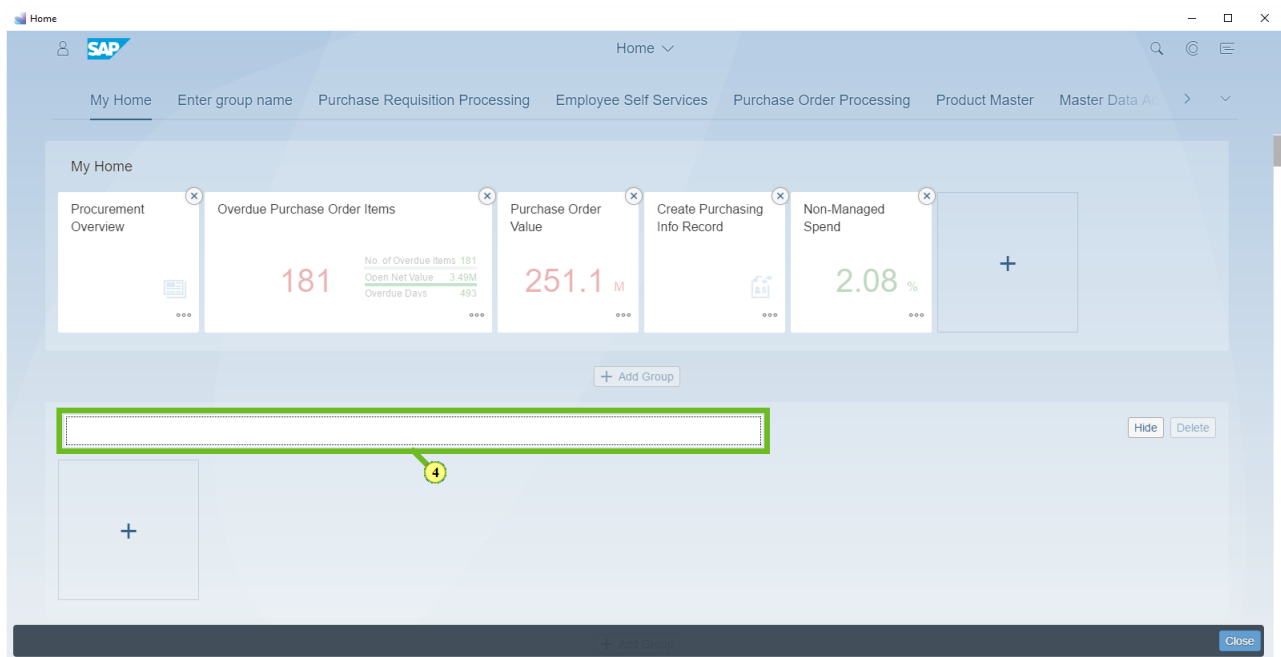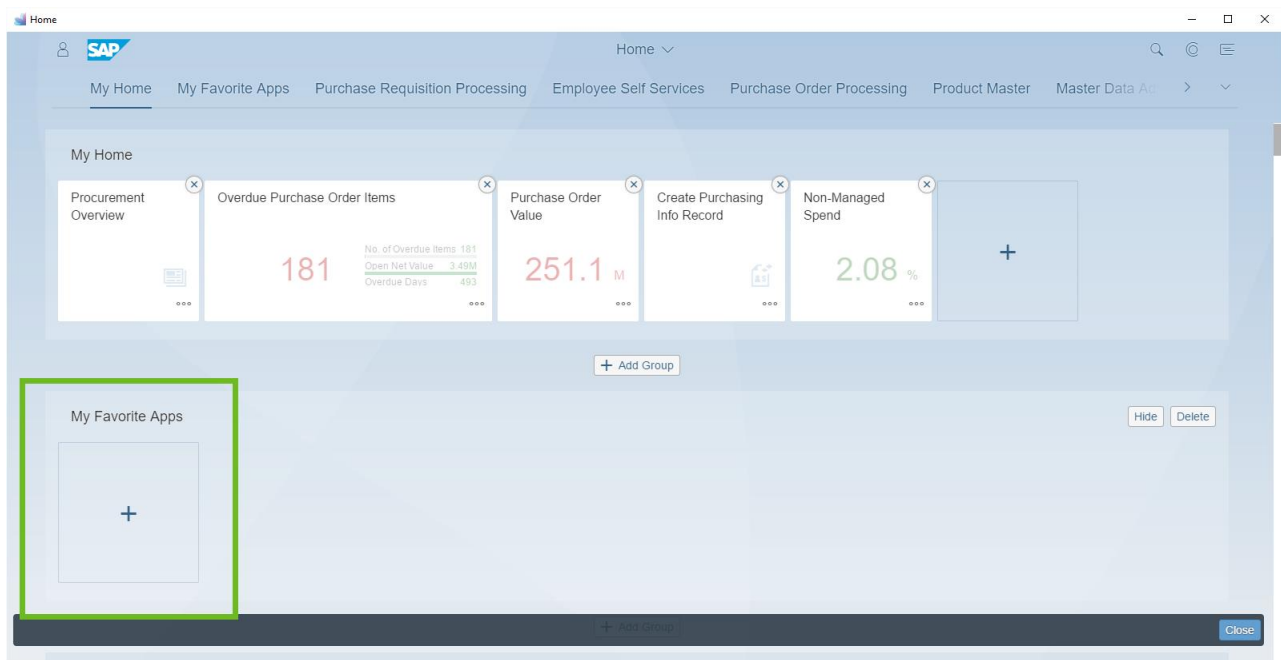(1) To personalize your *Home* page, choose the profile image.
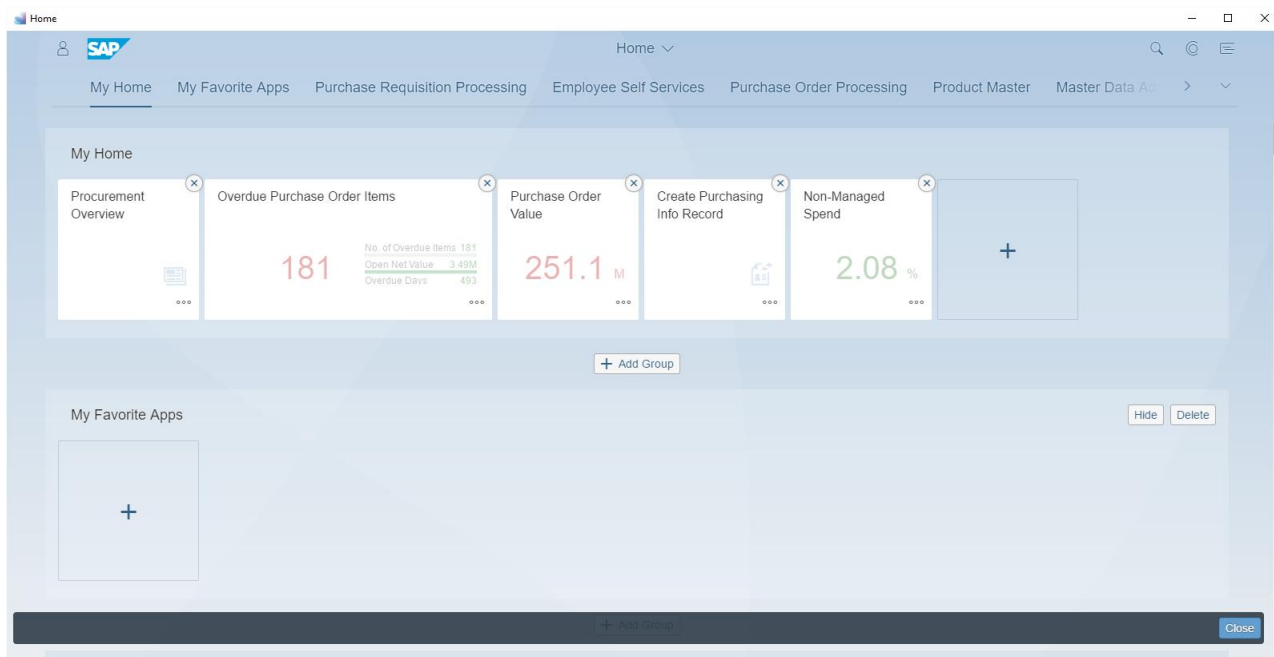
(2) Choose *Edit Home Page*.

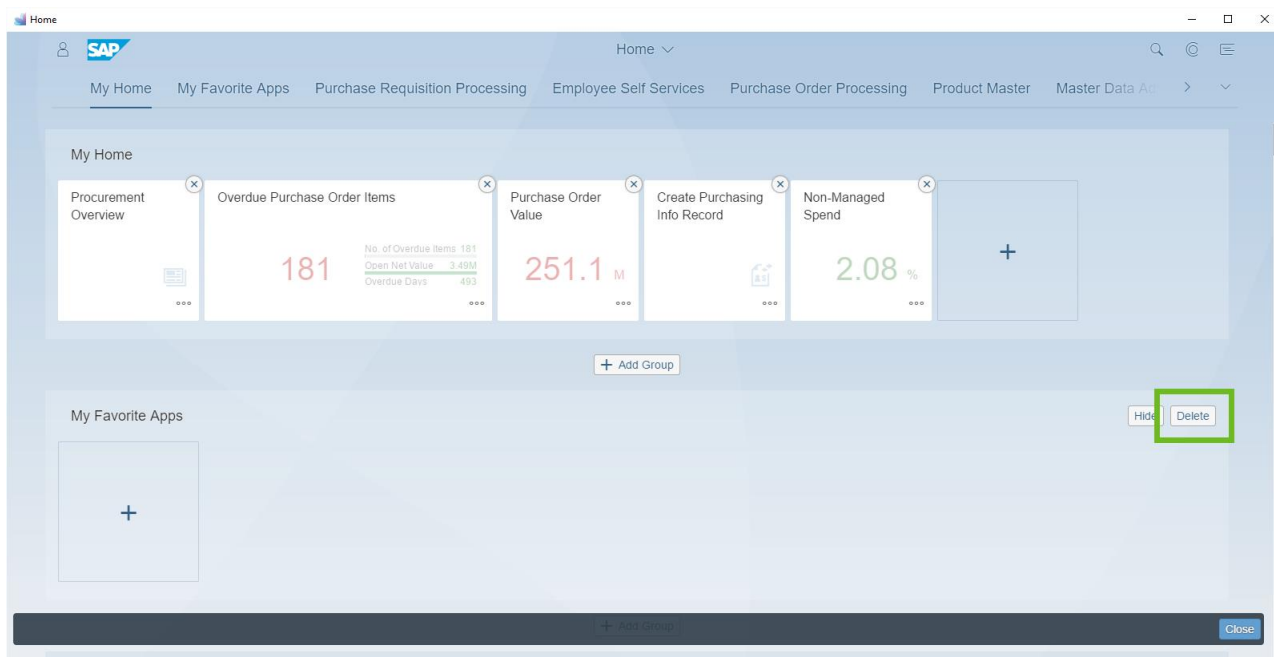(3) To add a new group, choose *Add Group*.

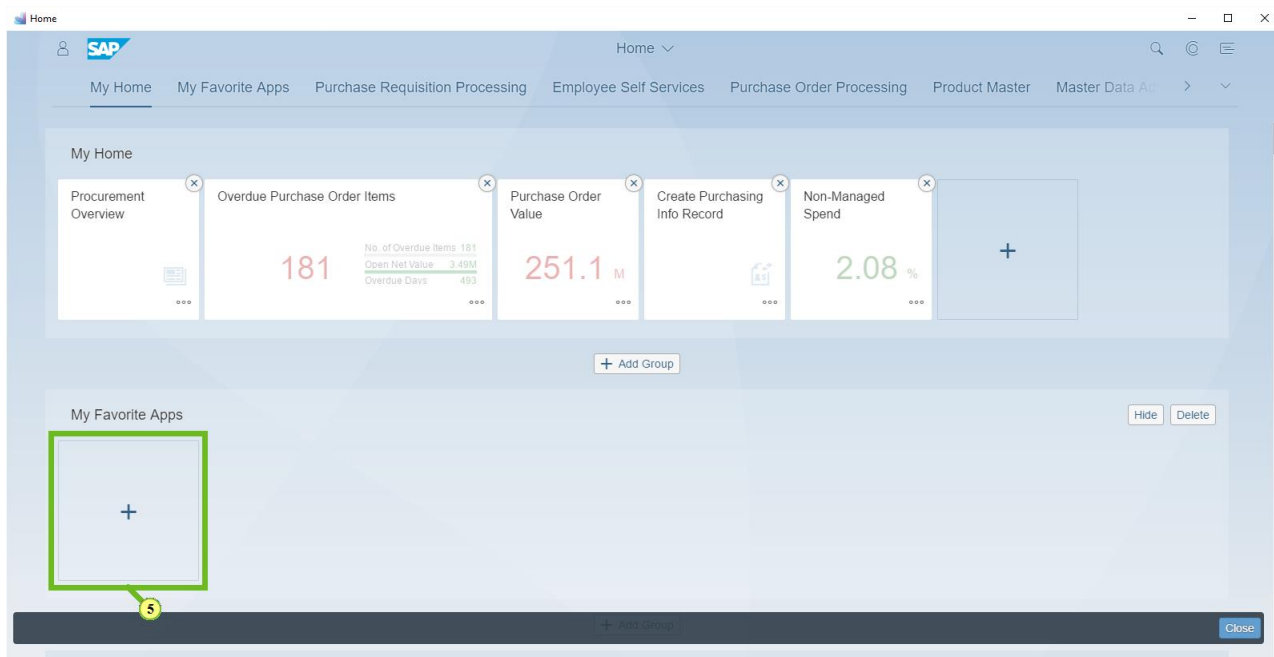(4) Enter the name of your new group, for example, enter **My Favorite Apps** and confirm with Enter.

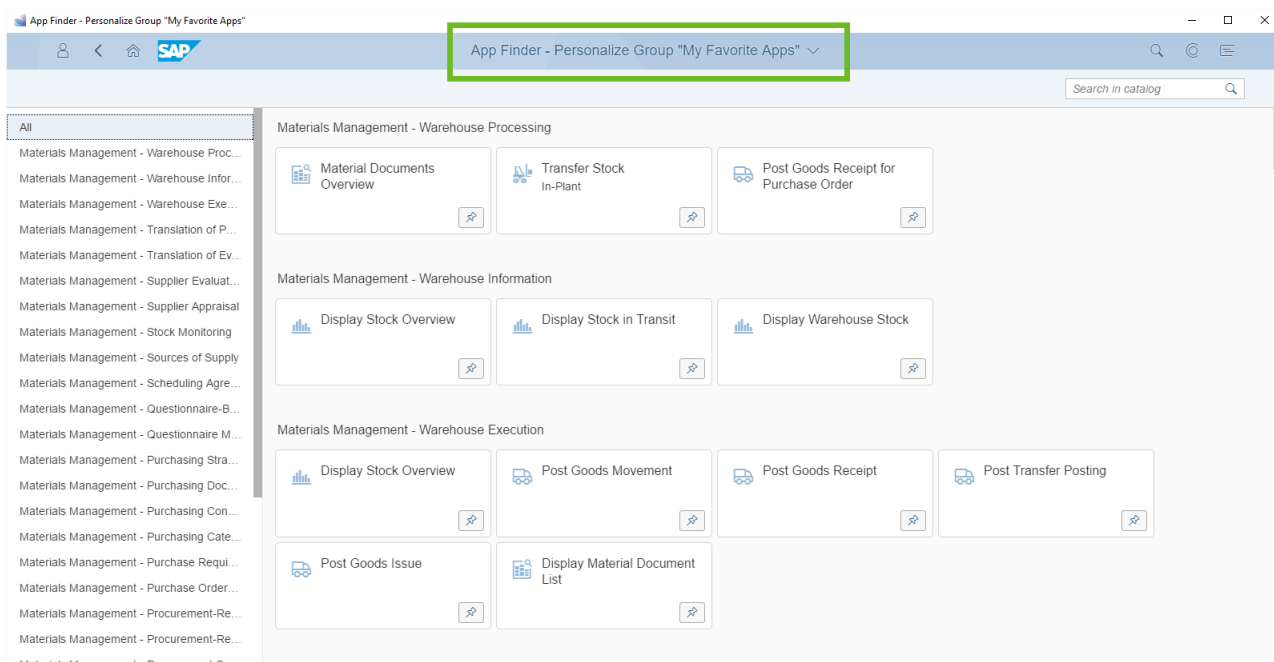|	
i	The new group is added to the launchpad.

> (i) You can change the sequence of the groups by using drag & drop for example, if you want to position the *My Favorite Apps* group further down.

> (i) You can delete groups you created. You cannot delete predefined groups.
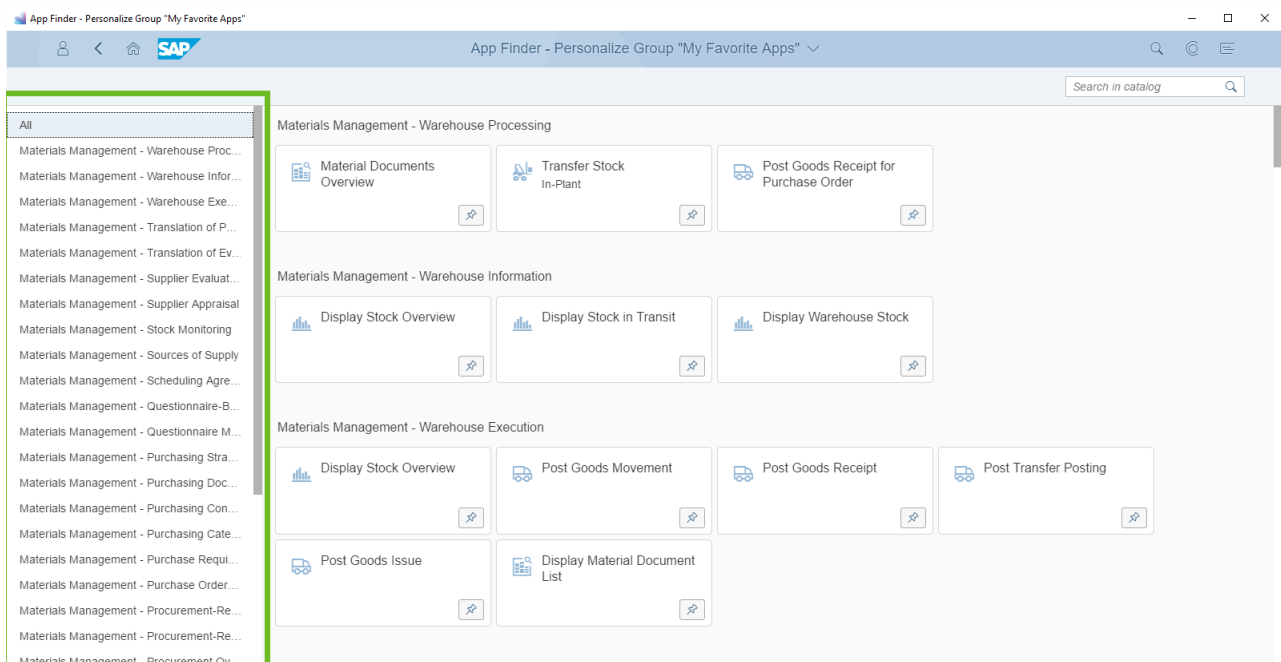
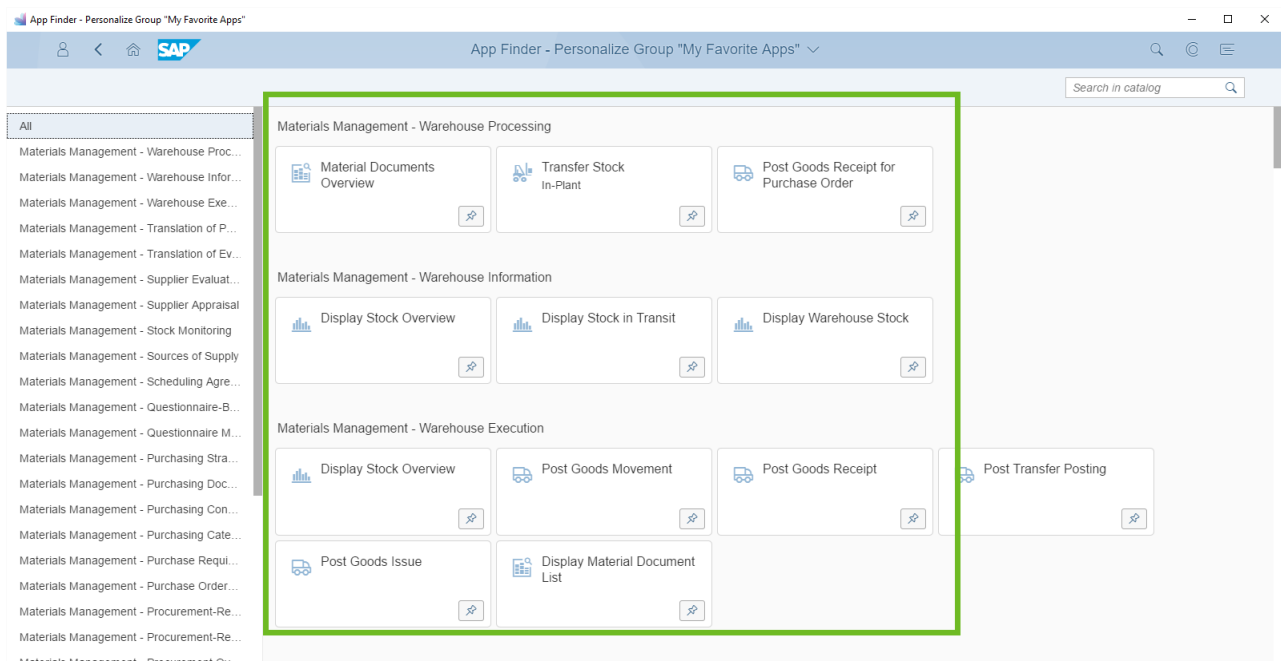(5) To add apps to a group, choose the *Open App Finder*.

ⓘ	The app finder is the main place for finding SAP Fiori apps.

i	Here you can see the list of all catalogs assigned to you.

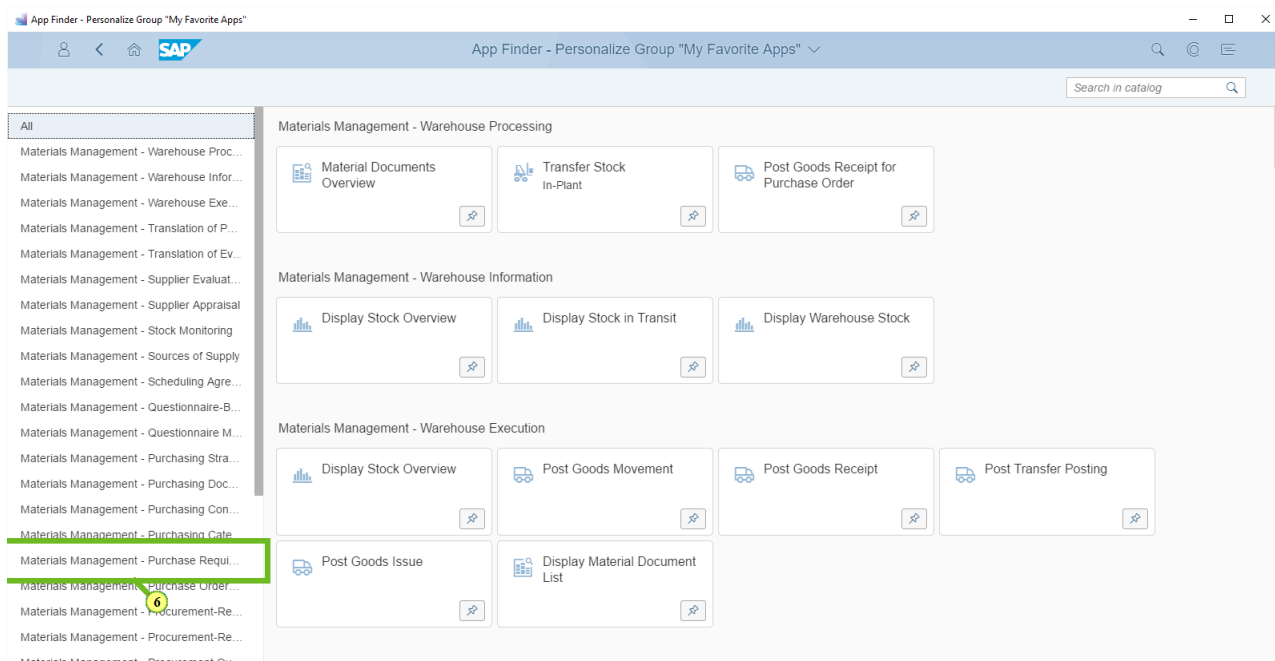|	
i	Here, you can see the SAP Fiori Apps, grouped according to the catalog.
	You can add SAP Fiori Apps to your group from this list.

<table>
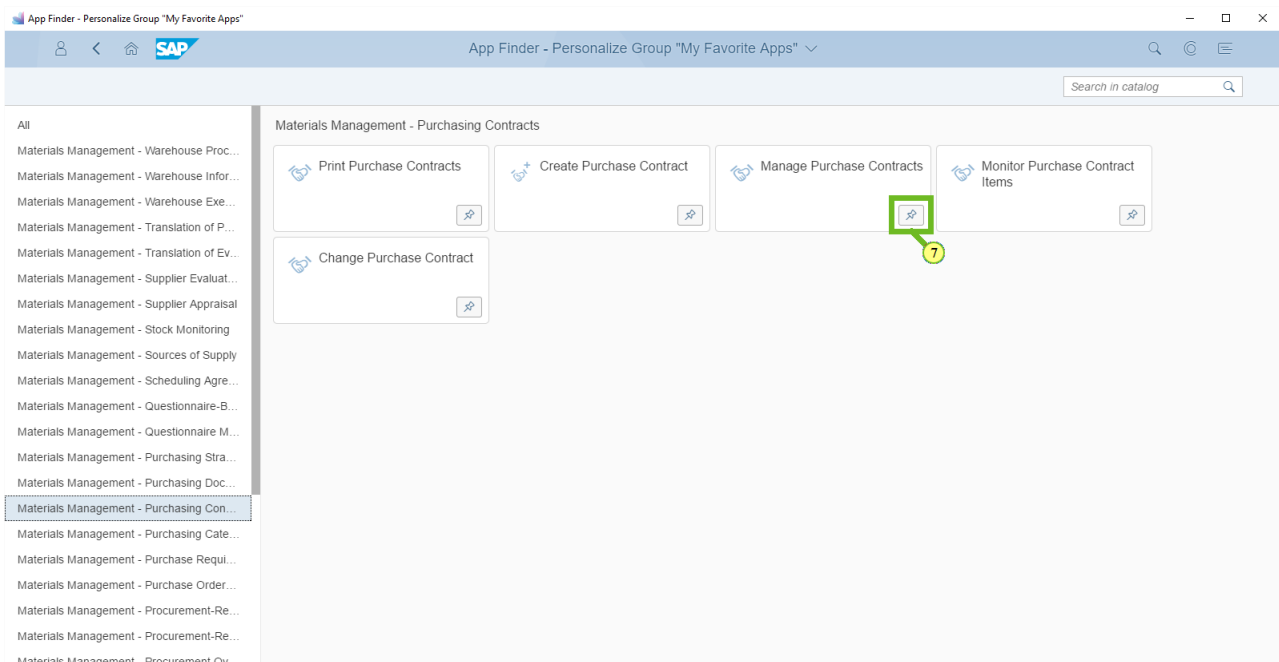<tr><td><table style="border:2px solid black"><tr><td>ⓘ</td><td>Here, you can search the catalogs for available SAP Fiori apps.</td></tr></table></td></tr>
</table>

(6) You can select a catalog, to display the SAP Fiori apps assigned to it.
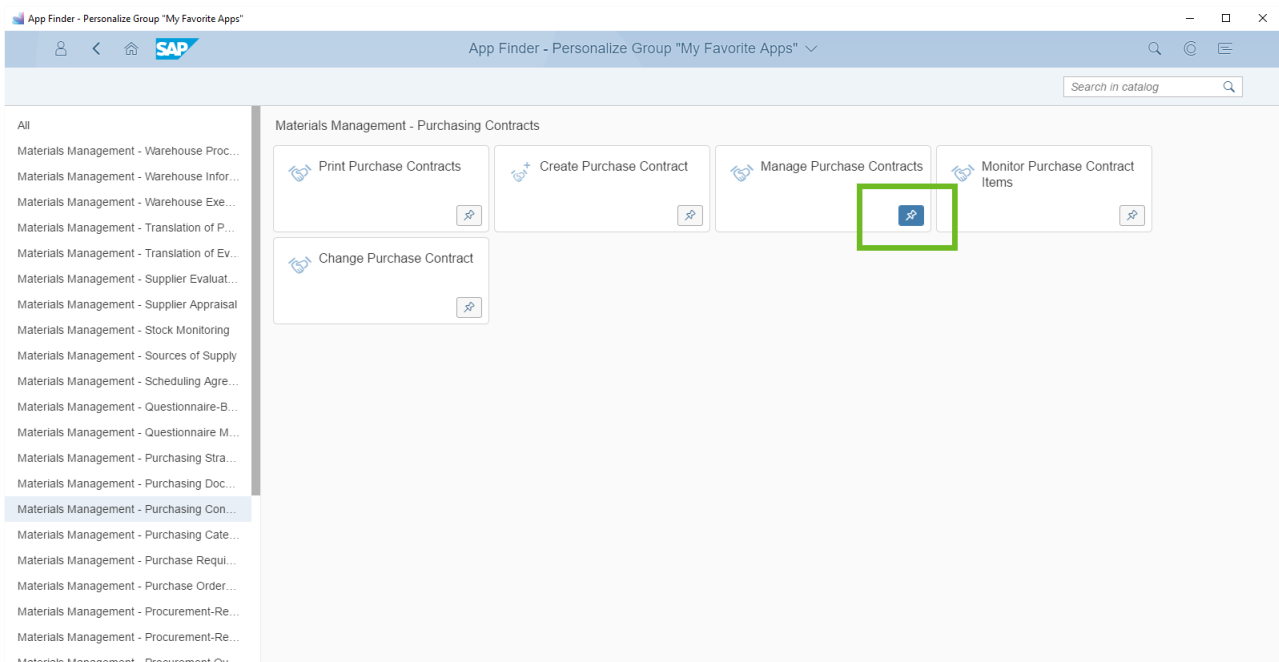
In this demo, select the *Materials Management - Purchasing Contracts* catalog from the list.
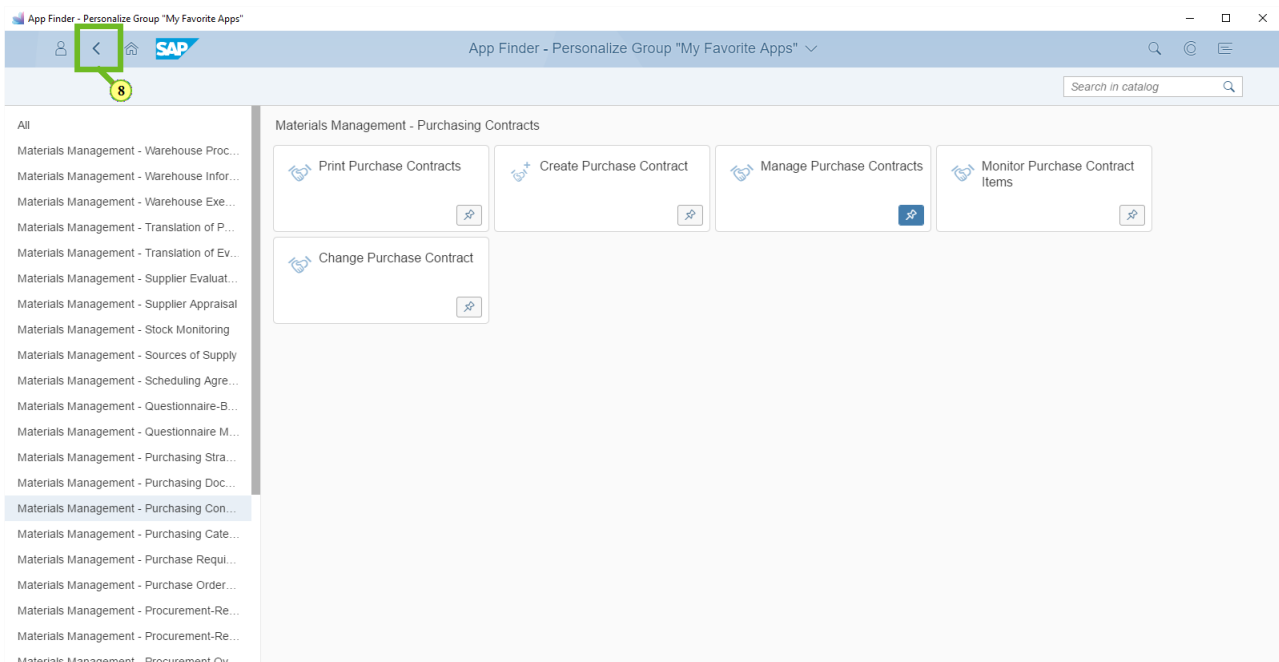
(7) The apps assigned to the catalog display.
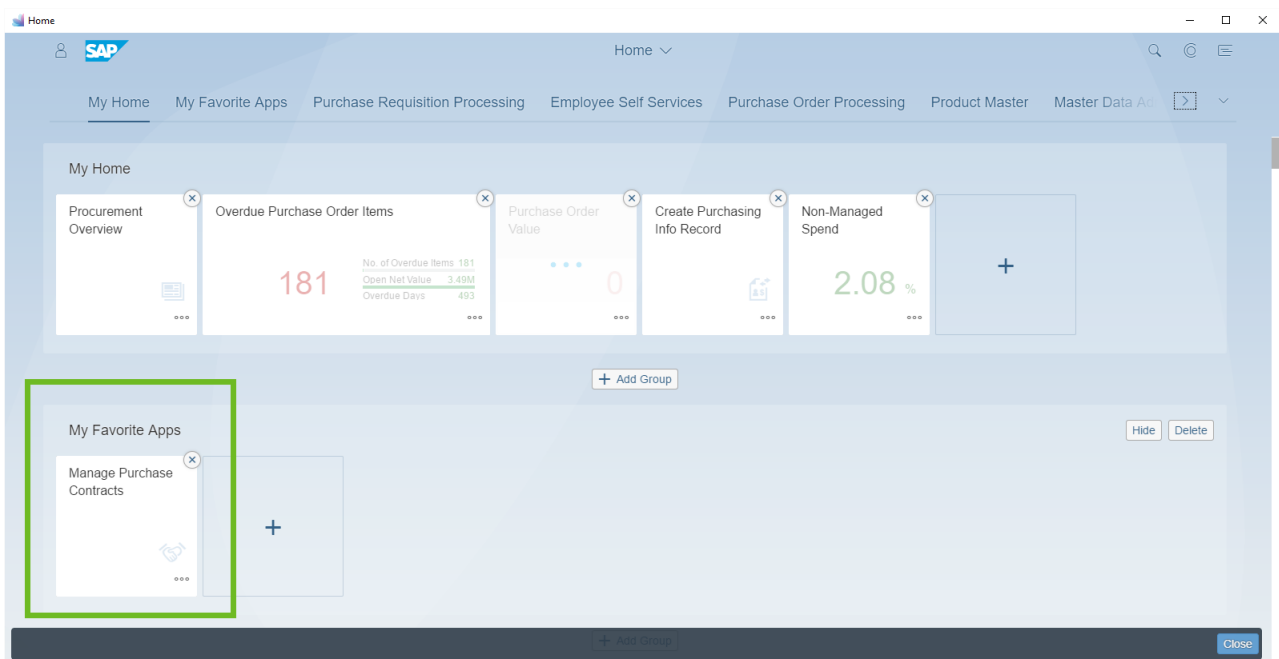
To add an app to your group, choose *Add to Group.*

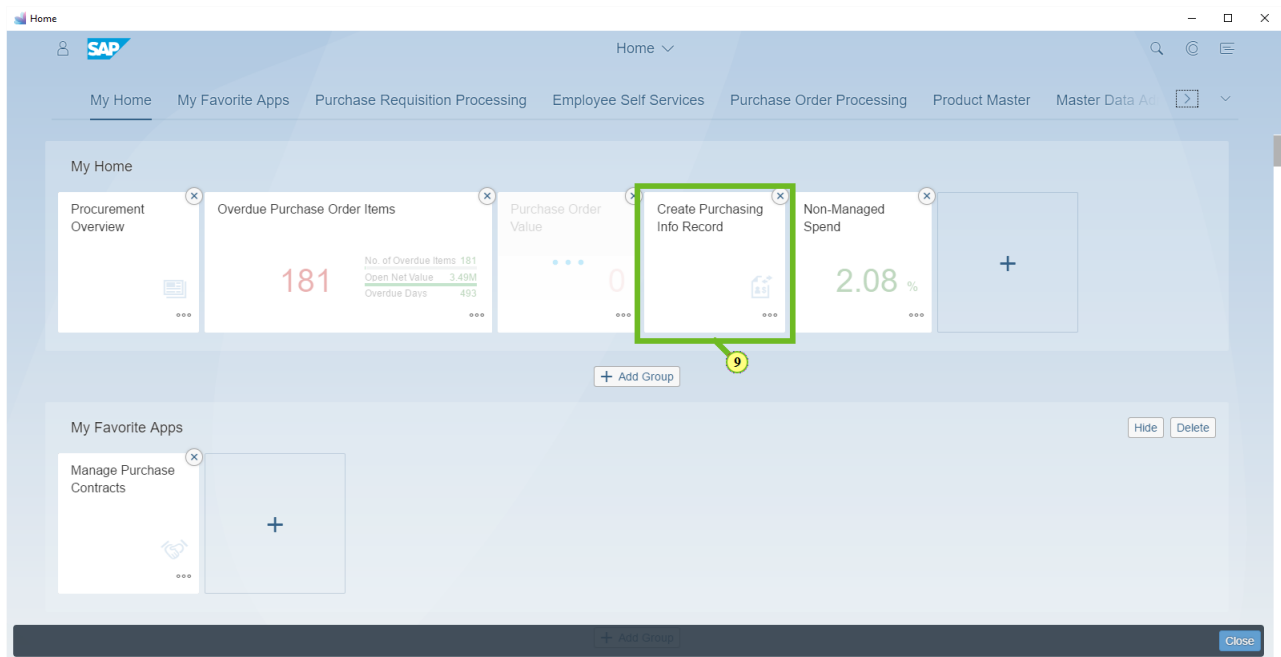> ⓘ The symbol changes to indicate the app is added to your group.

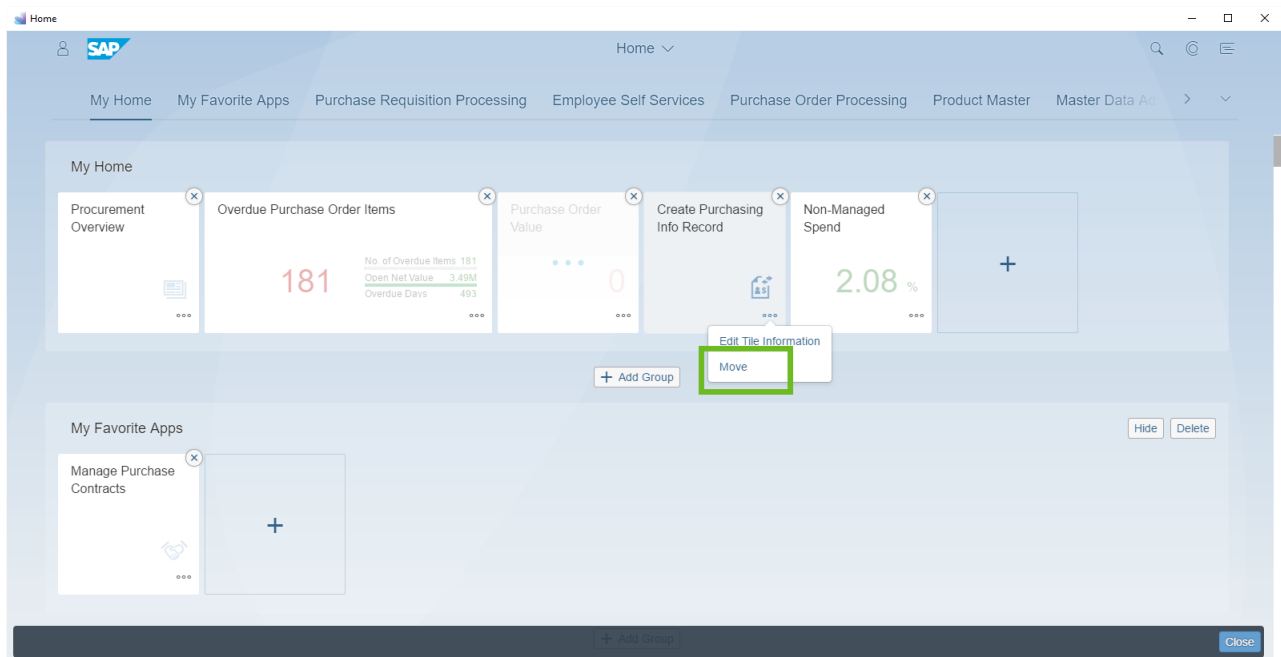(8) Choose *Back*.

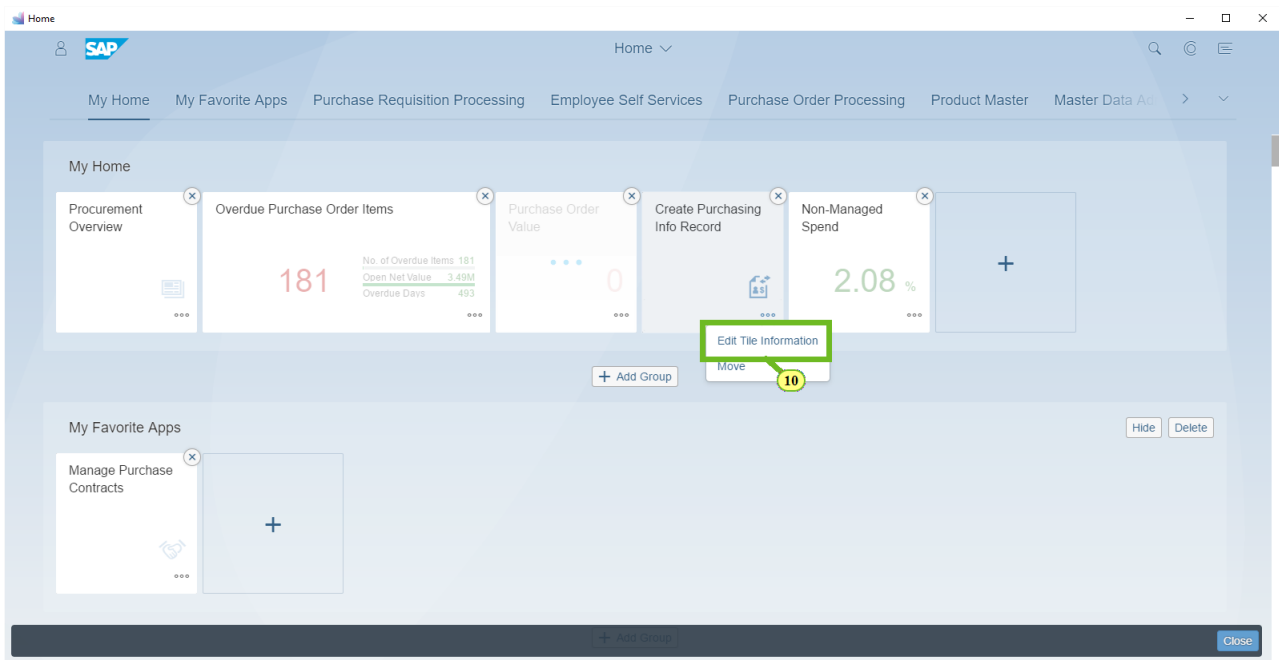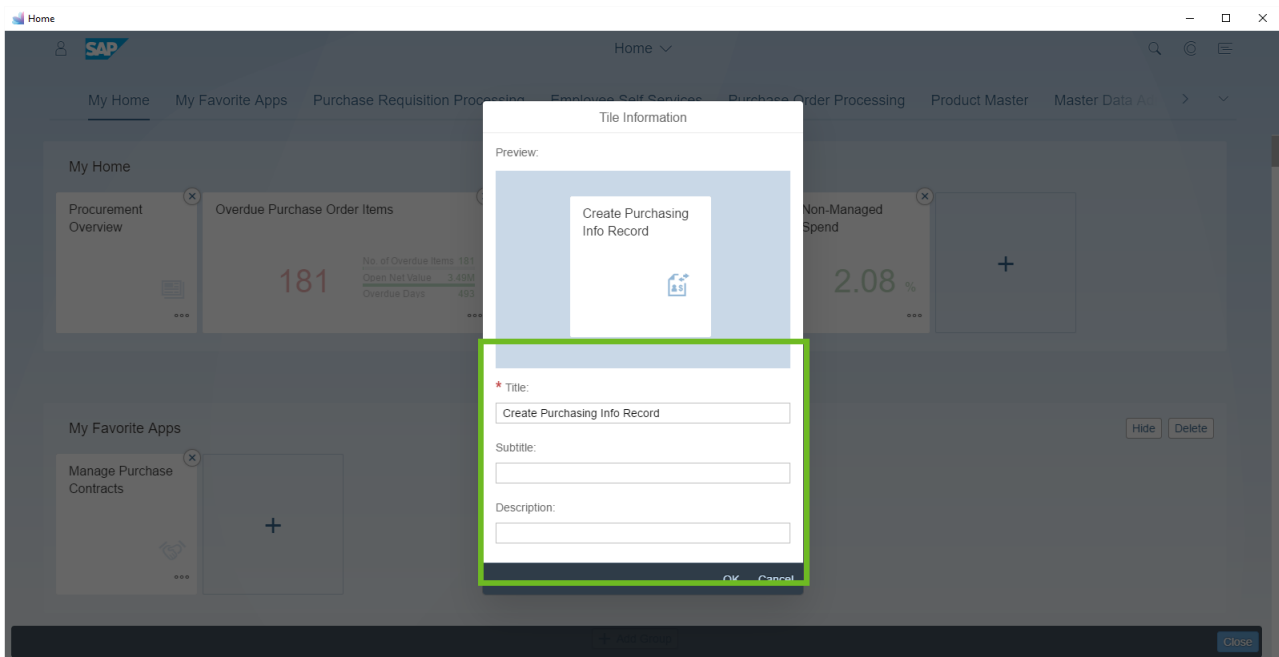| ⓘ	A tile for the app is added to the *My Favorite Apps* group.

(9) To make changes to a tile, select the tile.

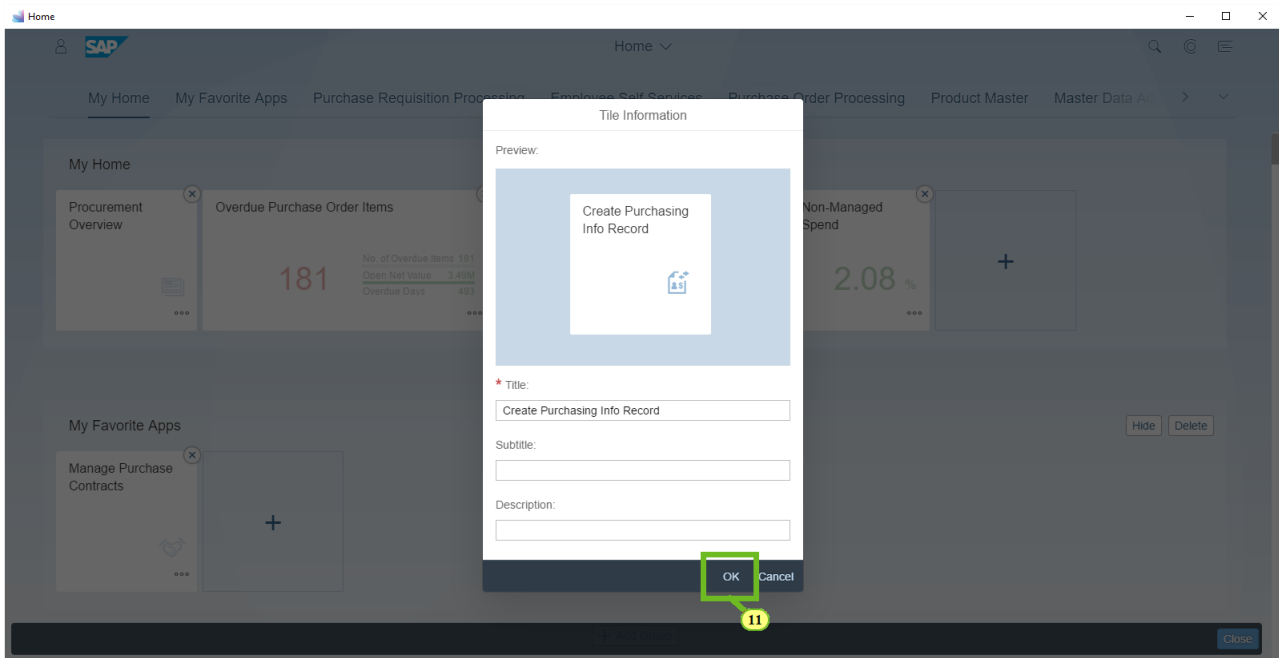In this demo, select the tile *Create Purchasing Info Record*.

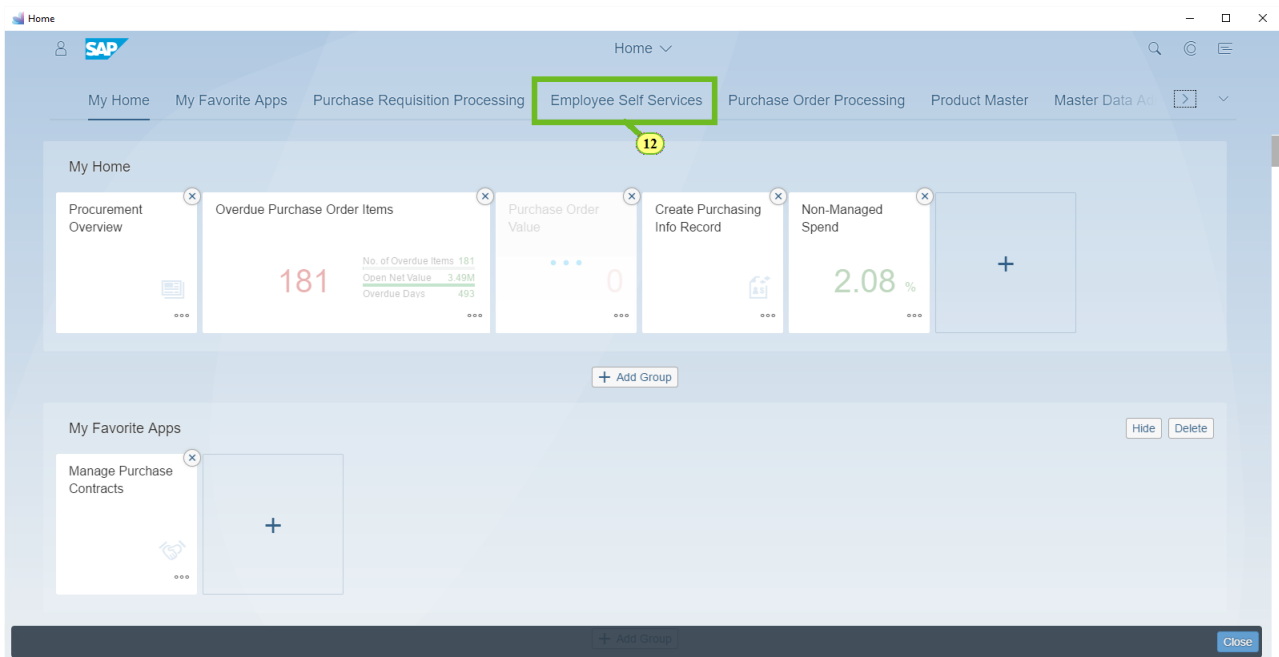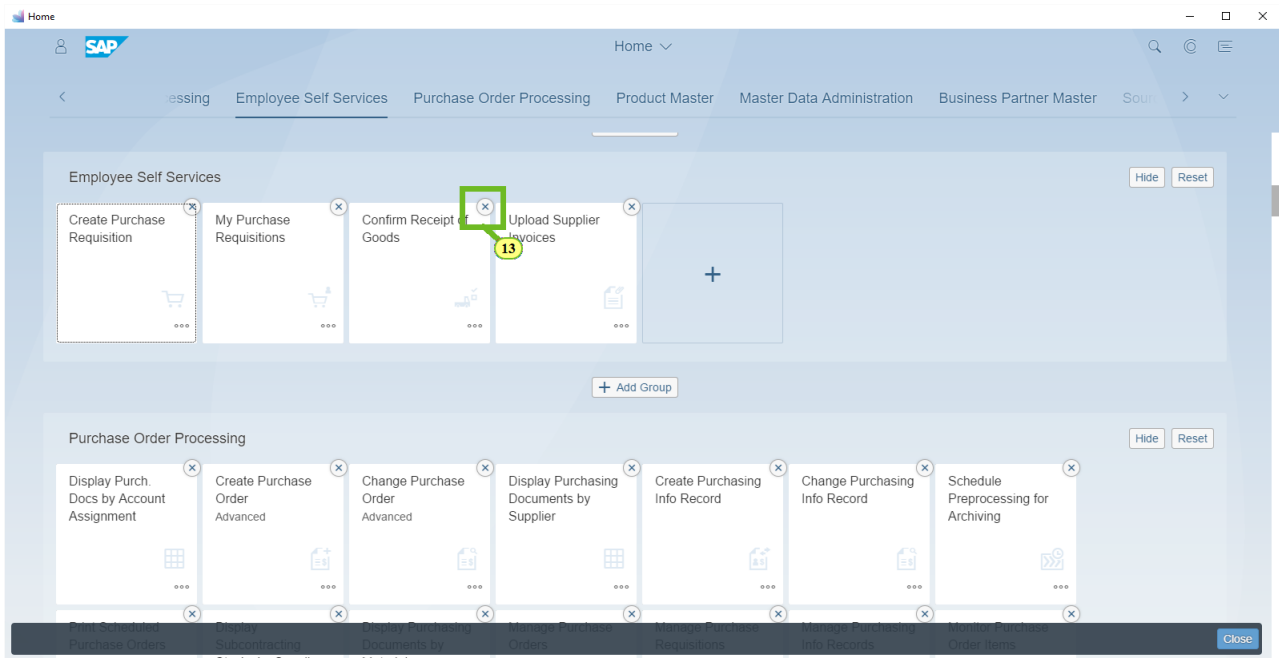| i	With the *Move* option, you can move a tile from one group to another.

(10) Select *Edit Tile Information*.

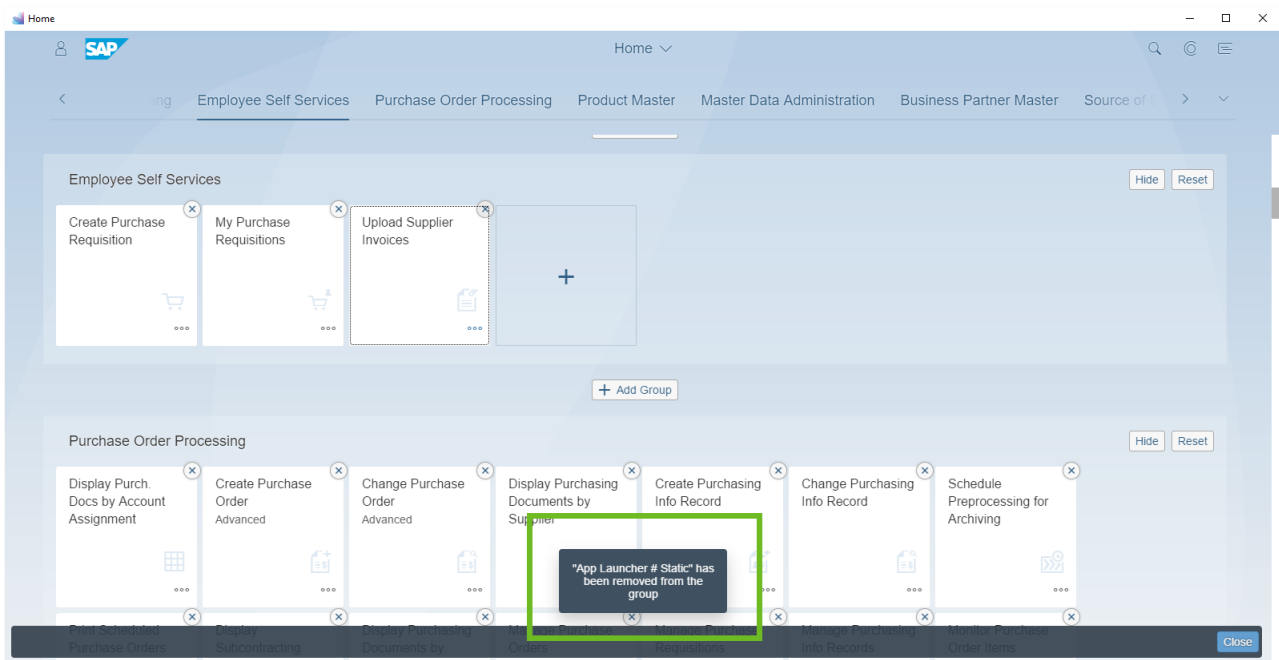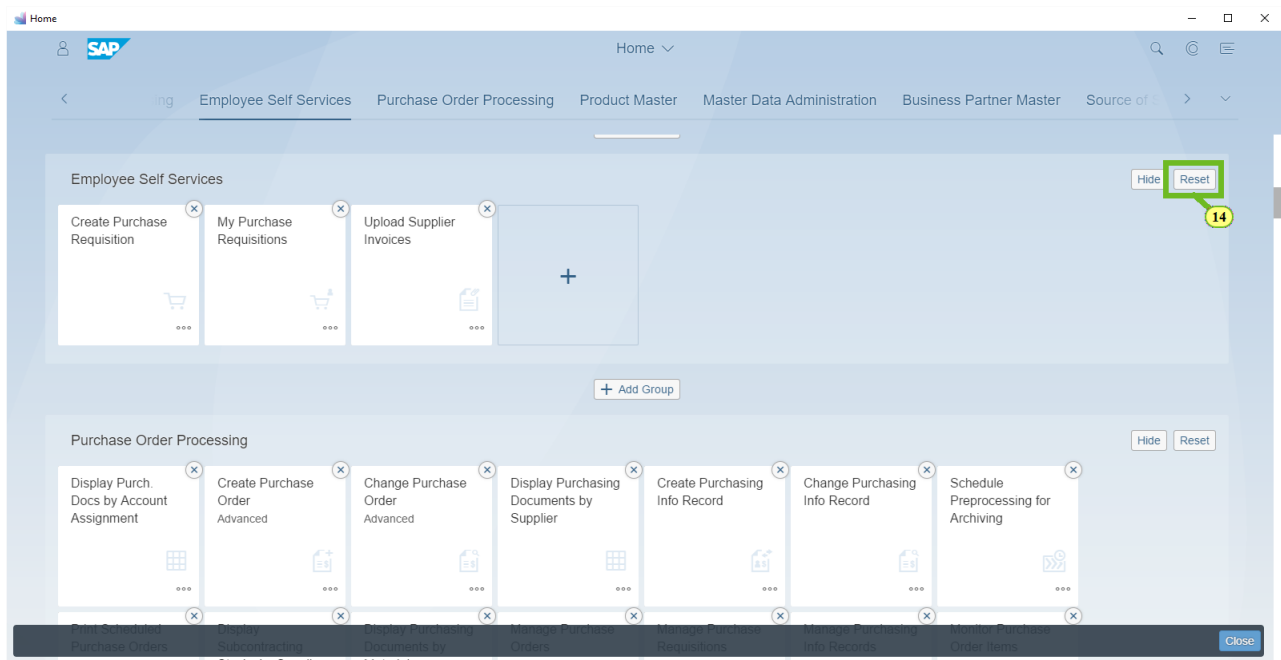|	Here, you can make changes to the *Title*, *Subtitle* or *Description* of the tile.

(11) Choose *OK*.

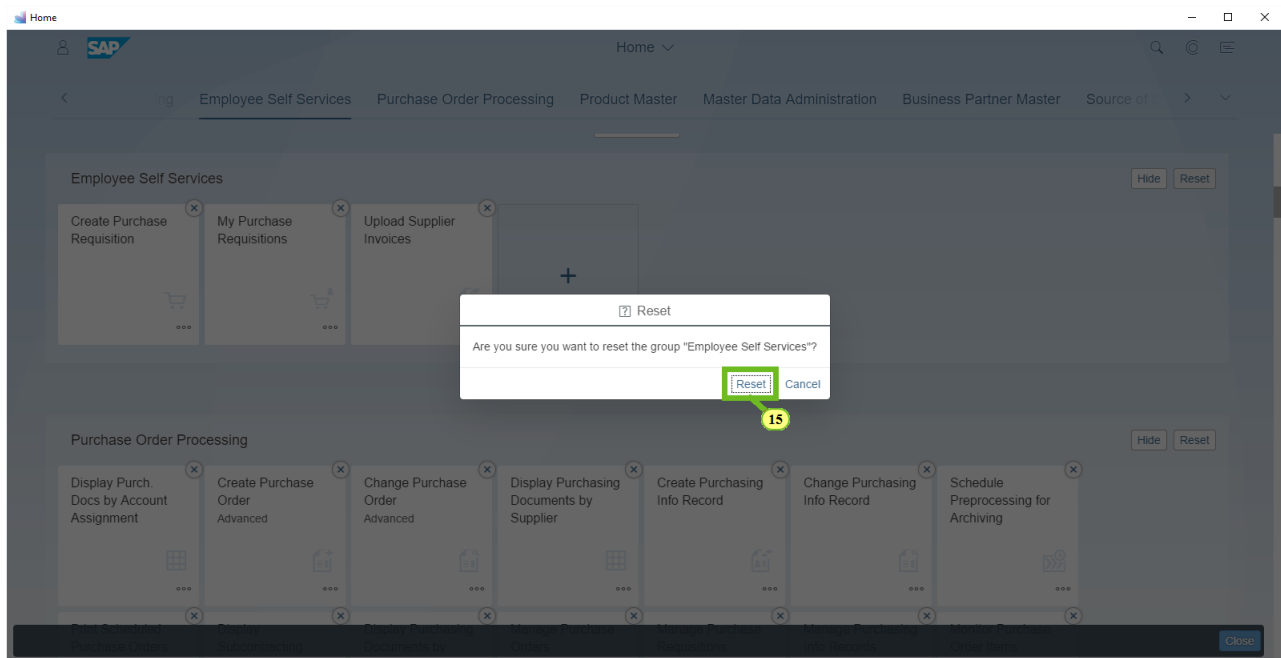(12) Select the predefined group, *Employee Self Services*.

(13) To remove a tile from a group, choose *Remove*.

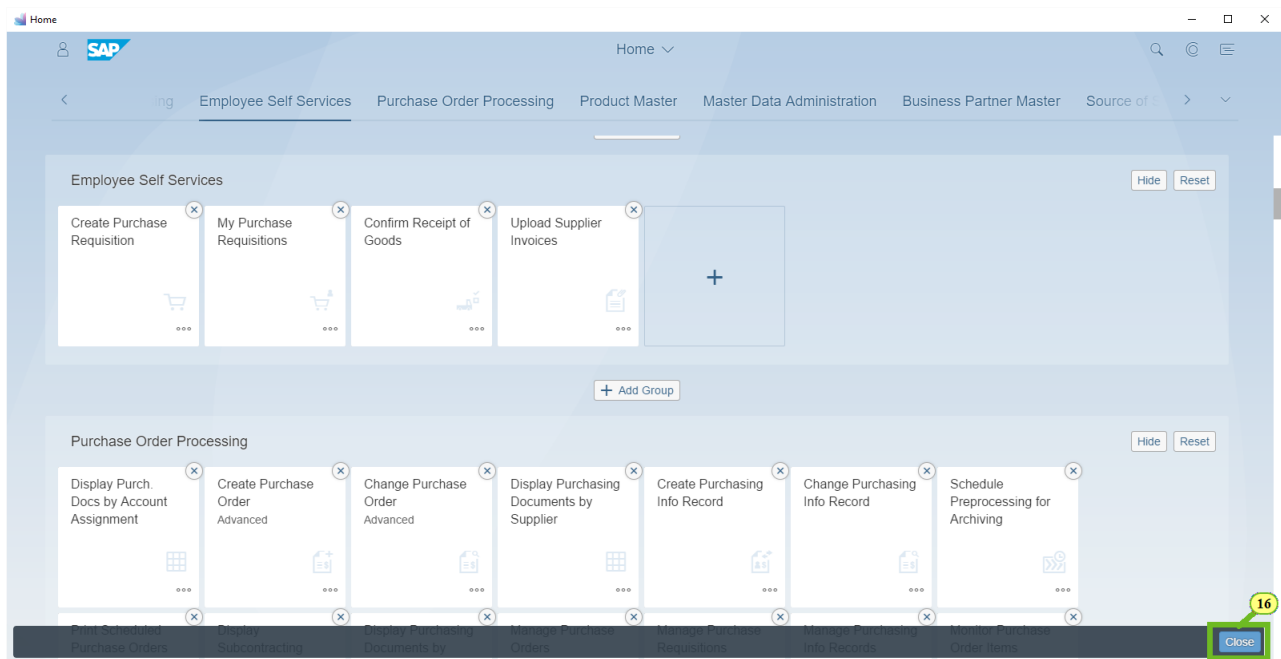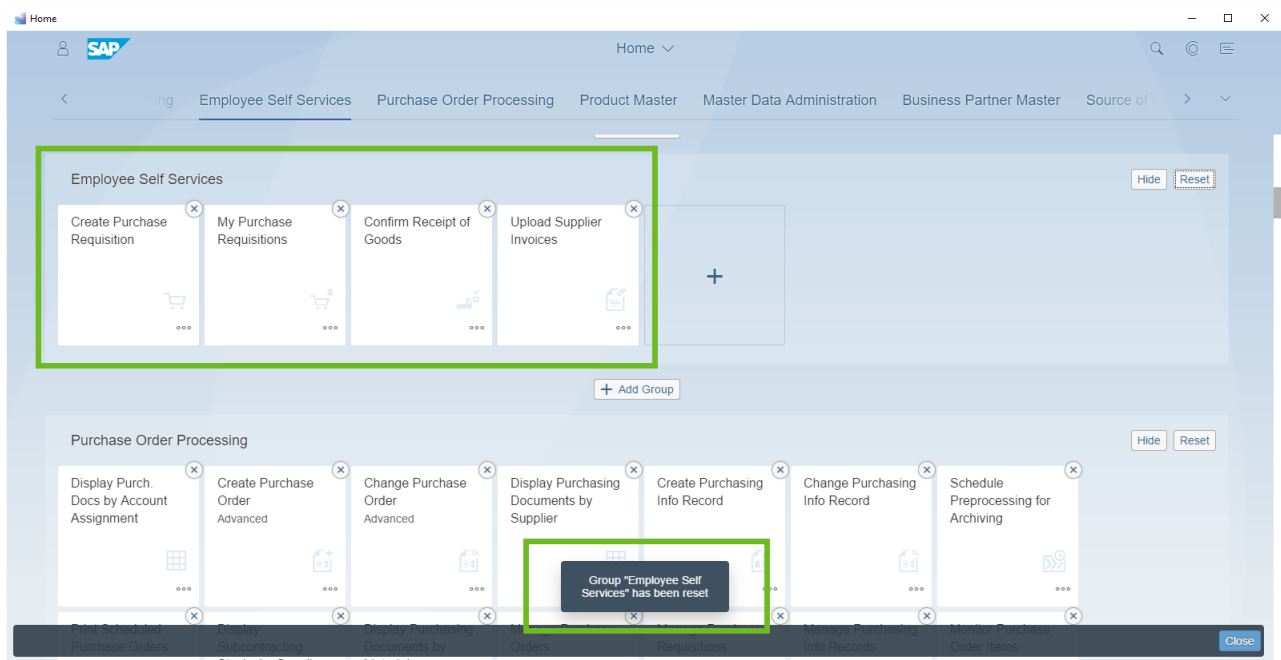| ⓘ	A success message displays stating the tile is removed from the group.

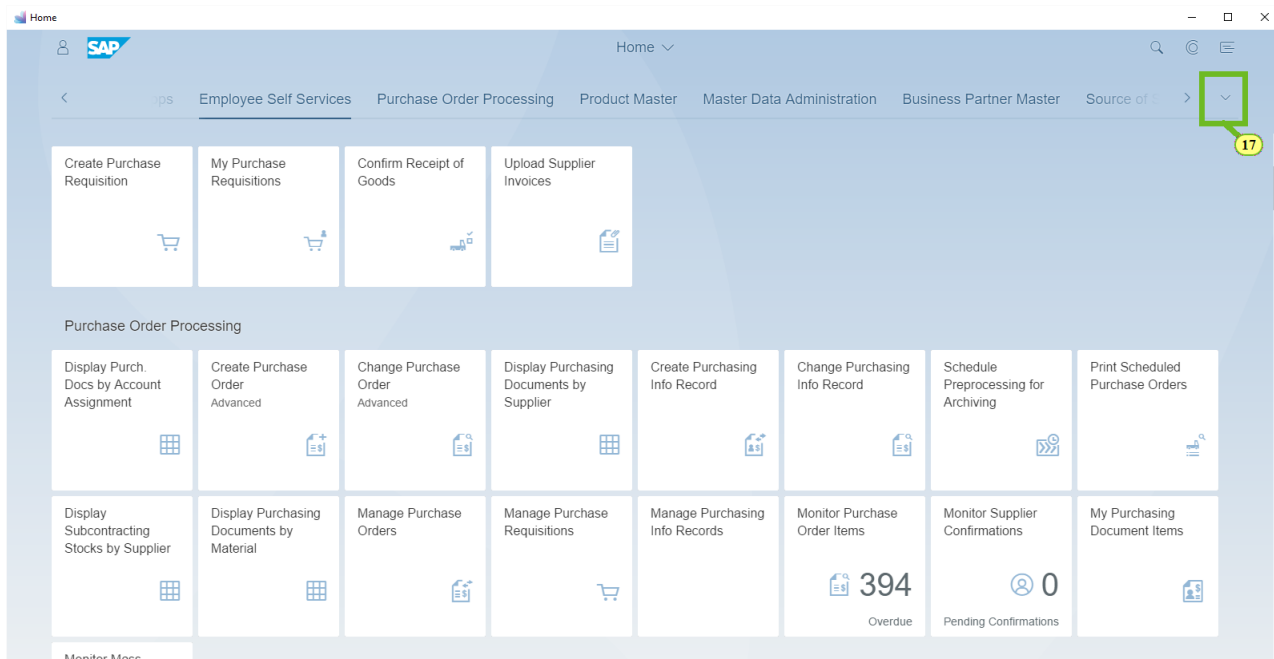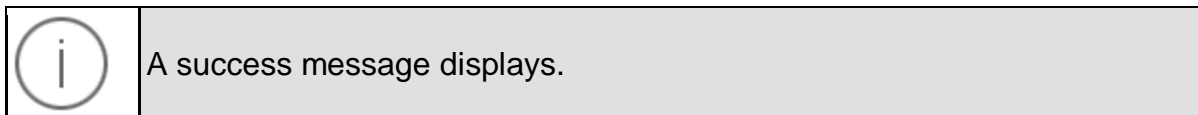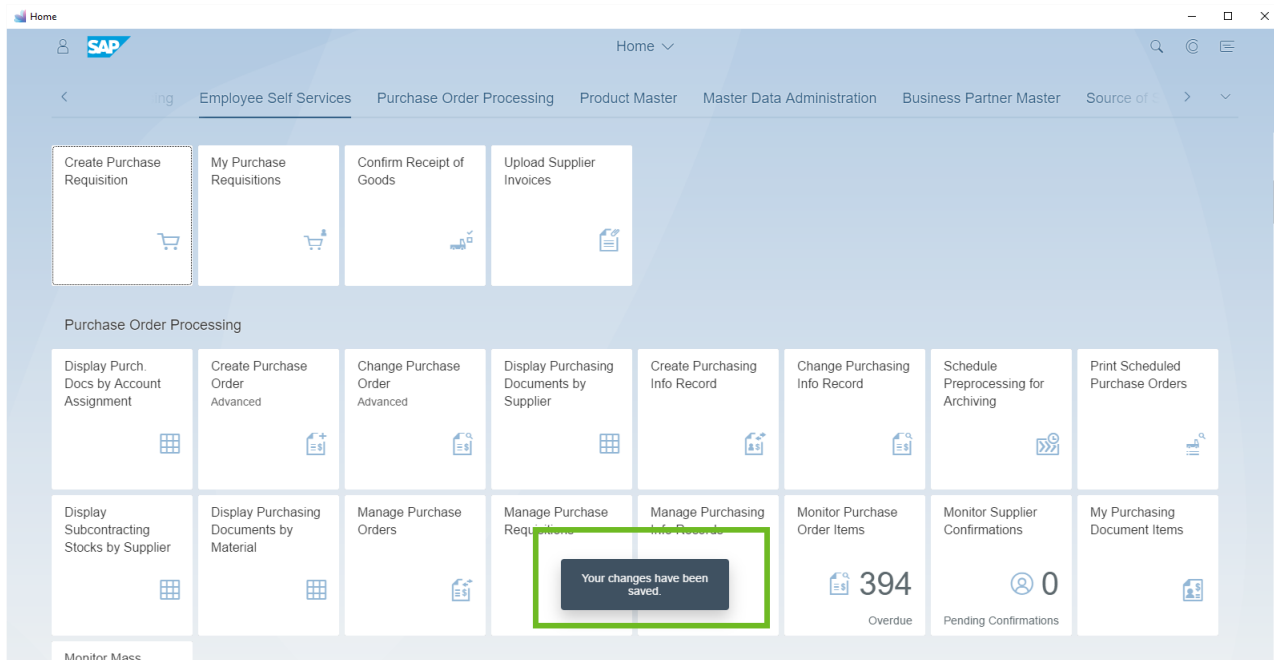(14) To reset a predefined group and display the deleted tiles again, choose *Reset.*

(15) Choose *Reset.*

The group *Employee Self Services* is reset.

(16) To save your changes and exit the edit mode, choose *Close*.

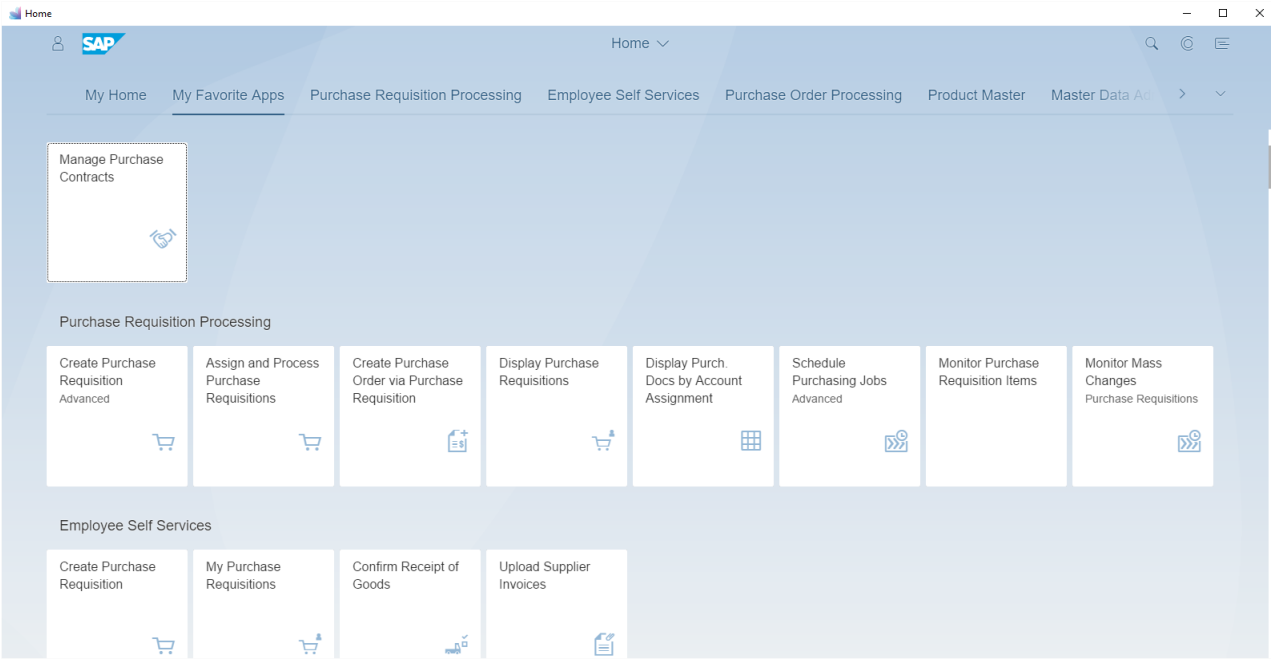| i	A success message displays.

(17) Choose *More groups*.
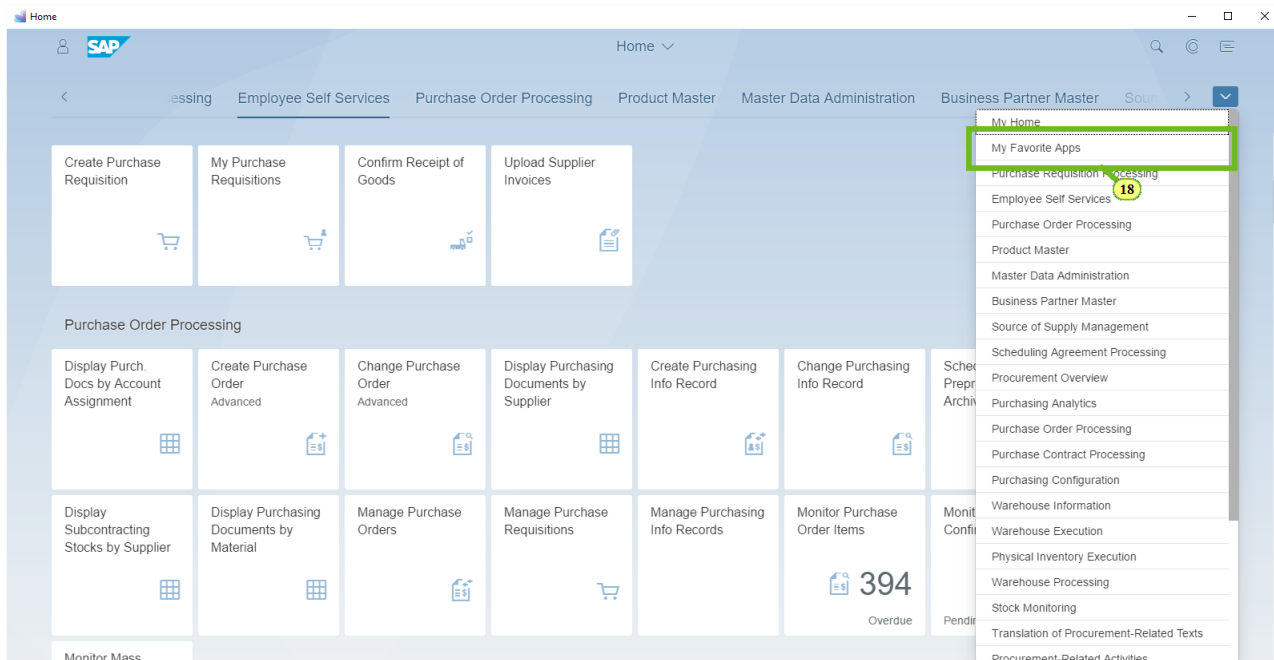
(18) Select the group *My Favorite Apps*.
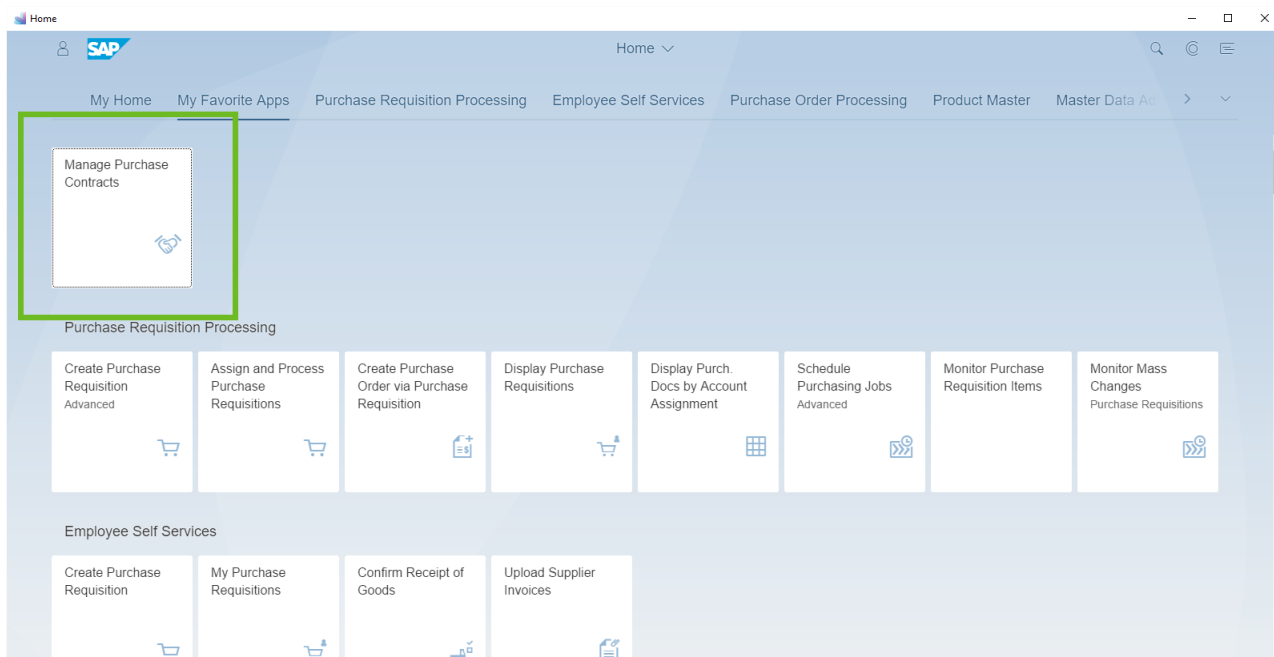
(i)	The new group *My Favorite Apps* and the tile with the *Manage Purchase Contracts* app is added to your personalized SAP Fiori launchpad.

| | This concludes the interactive demo. |