

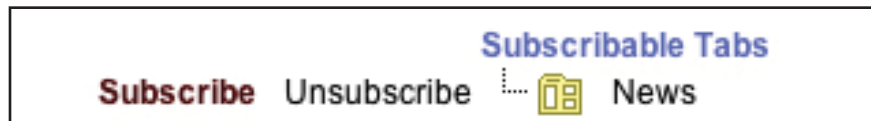
Howdy gives you options for rearranging, adding or deleting certain information to more easily view and access the information that most interests you. One way to personalize Howdy is to add a tab. Another way to personalize the site is to subscribe to a tab that already exists in Howdy. For example, if you are an advisor, you might want to subscribe to the Advisors tab – which is actually a set of four tabs that students have automatically in Howdy.





To subscribe to a tab in Howdy, start from the Home page and click the Personalize tool.



Subscribe to a Tab


1. In the Personalize view, click **Subscribe**
2. Under Subscribable Tabs, you will see available tabs. Click **Subscribe** to the far left of the tab name to which you want to subscribe.



3. In the Home Page layout, you will see one (or more) **blue arrows** () and the word, **Cancel** (). Click  in the location you want your new tab to appear. Or, click  if you've changed your mind and no longer want to subscribe to the tab.
4. If you're subscribing to the **News** tab, you will see one new News-related tab in your layout.



Remove Tabs

1. To remove individual tabs to which you've subscribed, from the **Personalize** view, click the name of the tab you'd like to remove.
2. Click **Delete this tab**, then **OK**.
3. To unsubscribe from a tab or from a set of tabs (such as Advisors), click 
4. Under **Subscribable Tabs**, click **Unsubscribe** to the left of the tab name.

Help

If you need help, call **Help Desk Central** at **979.845.8300** or email helpdesk@tamu.edu.