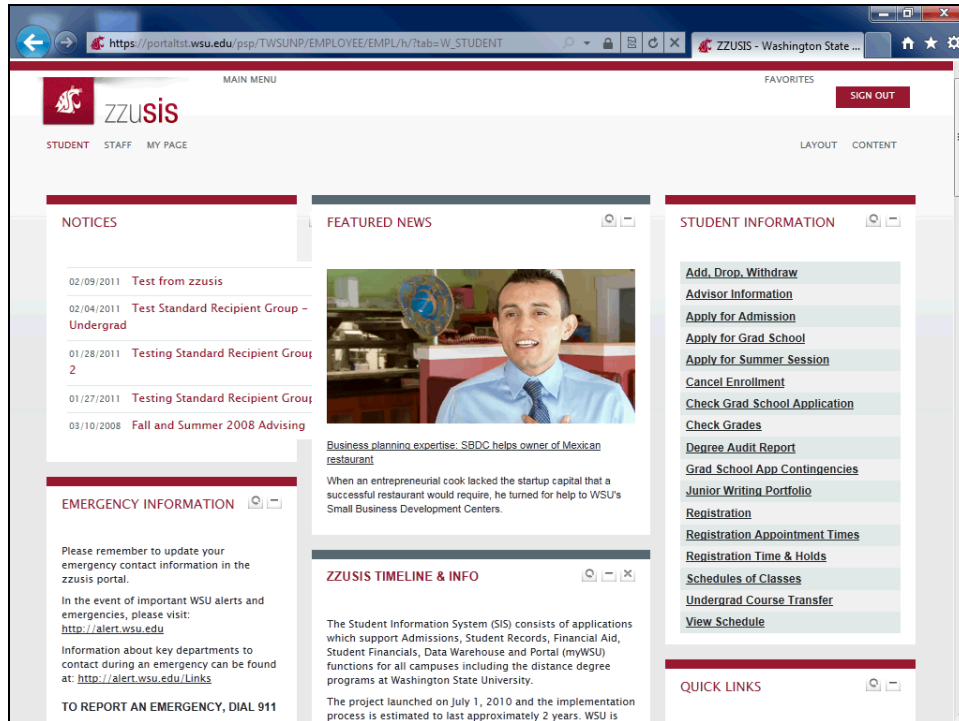
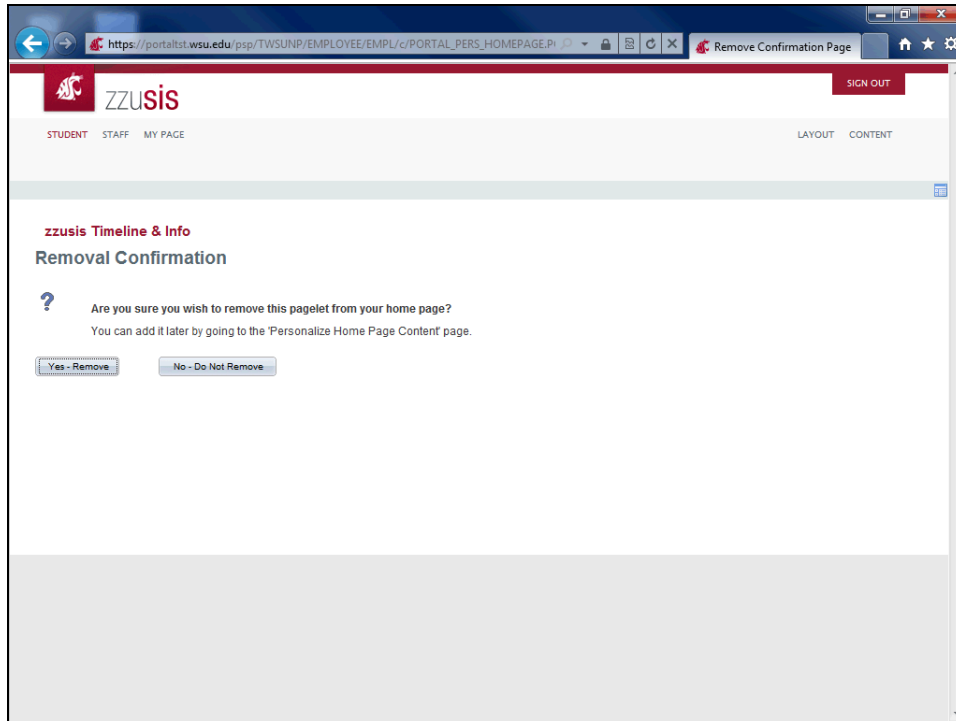
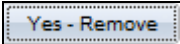


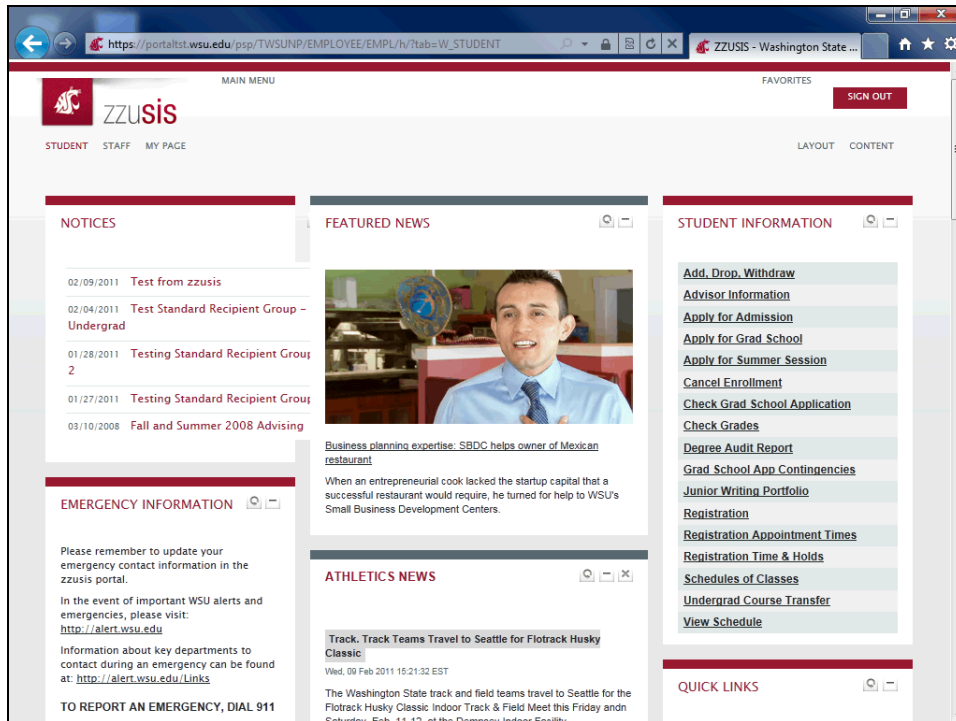
Using Pagelets



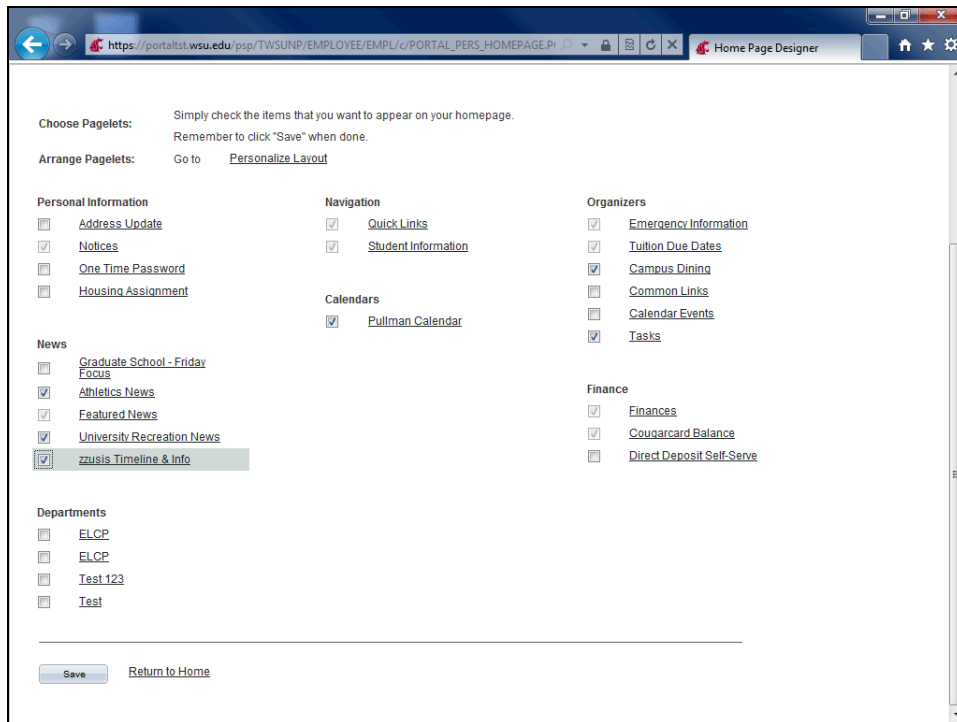
Step	Action
1.	This "zzusis Timeline & Info" box is an example of a pagelet. It can be customized by each user.
2.	To refresh your pagelet and view the most current content, click the "refresh" icon.
3.	To minimize your pagelet, click the "minimize" icon.
4.	To expand your pagelet, click the "maximize" icon.
5.	To remove a pagelet, click the "close" icon.



Step	Action
6.	Click the Yes - Remove button. 



Step	Action
7.	The pagelet has been removed.
8.	To move a pagelet from one column to another, drag and drop the pagelet to the desired location.
9.	Your pagelet has been moved to its new location.
10.	To add pagelets to a tab, click the "Content" link.



Step	Action
11.	Click the box next to the pagelet you want to add, and click Save.
12.	Your new pagelet will show on the tab you chose.
13.	You have now learned how to use pagelets in the zzzsis portal. End of Procedure.