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KaiNexus Training: Basics 102

Boards

KaiNexus

WELCOME

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This presentation covers the information presented the KaiNexus Basics 102:

Boards Overview.

BOARDS

Boards are a collection of cards that show information relevant to the logged in User.

Board Overview

The information on your Boards is displayed on Cards.

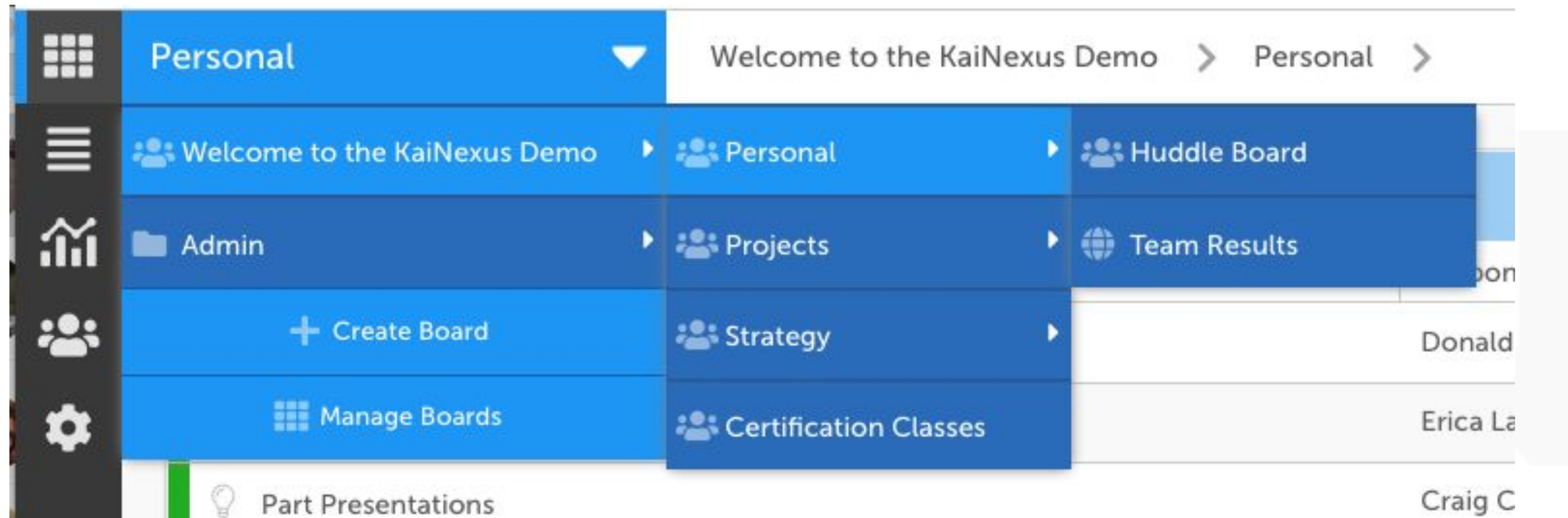Hover over the title of a Card to see the filter being applied to the Card.

Click the magnifying glass on a Card to search the Items within it.

Click the expand icon to get a better view of the Items on the Card.

Click on any Item in a Card to view and work on it.
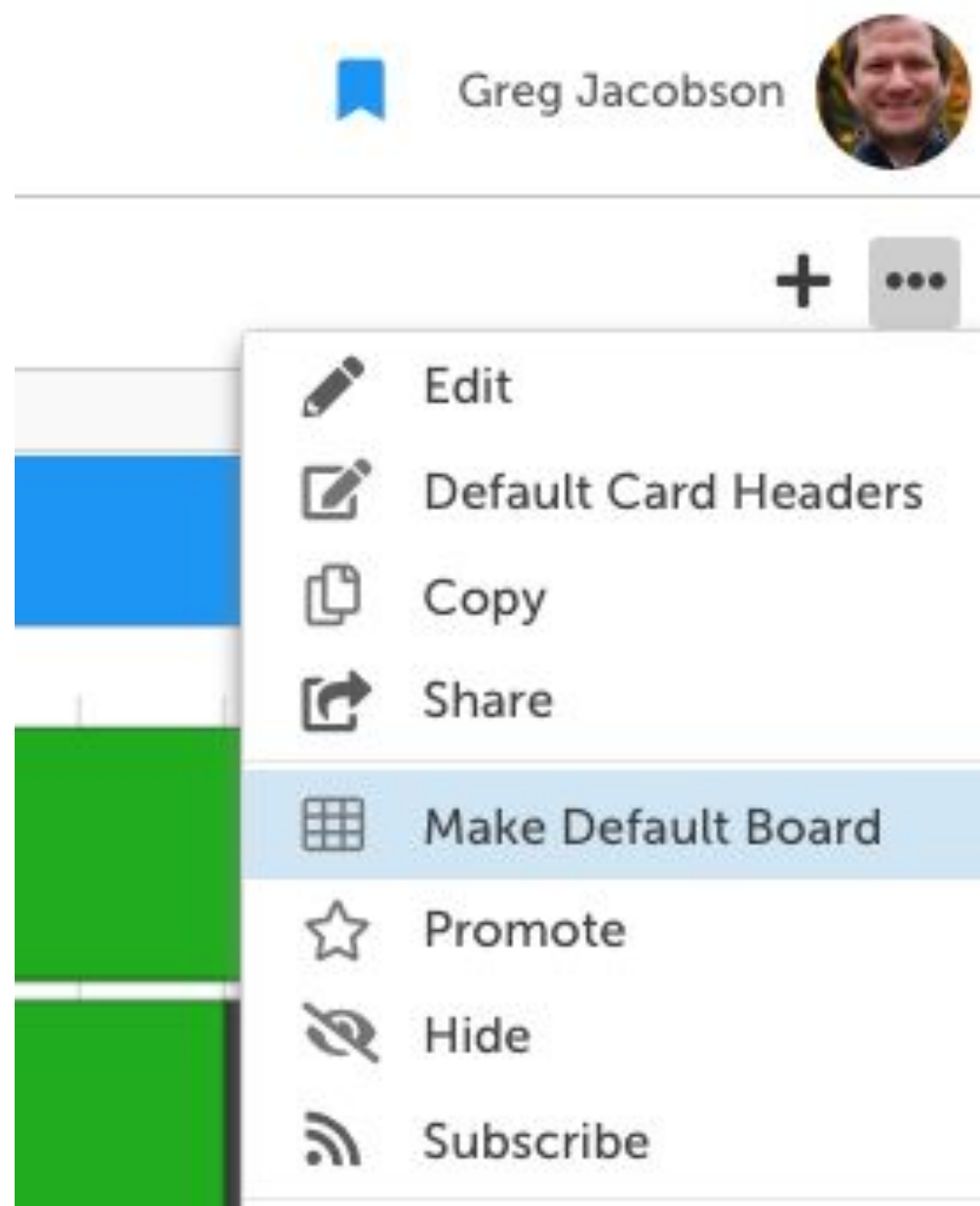
Board Overview

Navigate Between Boards

Click the Board Picker to view all other Boards to which you have access.

Create a Board

Click Create Board at the bottom of this dropdown. For more info on this, check out the Boards 101 Training course.

The information on your Boards is displayed on Cards.

Board Overview

To change the default Board you see upon logging into KaiNexus, click the ellipses in the top right of the Board and click "Make Default Board."

Need More Help?

Visit support.kainexus.com to search, browse, or request assistance.