Rearranging Site Tabs

You may want to rearrange your tab bar to make the sites you use more often more accessible, or perhaps to arrange your sites from left to right along the tab bar.

Rearranging the Tab Bar

a. Make sure you are in your “My Workspace” site.
b. Open the Preferences tool and click “Customize Tabs.”
c. In the “Sites visible in Tabs” list, click to select a site you want to move to a different position in the tab bar.
d. Click the up or down arrow button.
e. Click “Update Preferences” to make your changes take effect. Note: your changes will not be immediately apparent; you need to refresh the page to see them.

For further assistance, contact the Digital Media Center at (253) 535-8728, visit the Sakai support site: http://www.plu.edu/~sakai or email sakai@plu.edu.