

Intrex Professional

Intrex Compact

RELEASE 5



Portlets

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Writing Conventions

In this handbook, text passages will be displayed in *italics* when they refer to settings in the displayed dialogs. Menu items that are available in context menus can, in addition, always be selected from the main menu. Main menu items will not be described if they are not available in the context menu. A description of the general main menu items can be found in the  *Portals* handbook. Programming code in the text will be displayed in the `Courier` font. Context menus can be opened by clicking with the right mouse button on the described element.

In the following, `<intrexx>` refers to your Intrexx installation path; under Windows, for example, this is usually  `c:\intrexx\`. On Linux, the normal install path is  `/opt/intrexx/`. The following symbols will be used for designation of special kinds of information:

-  Information
-  References to an Intrexx handbook
-  Directories
-  URLs
-  Click on buttons

Background Knowledge

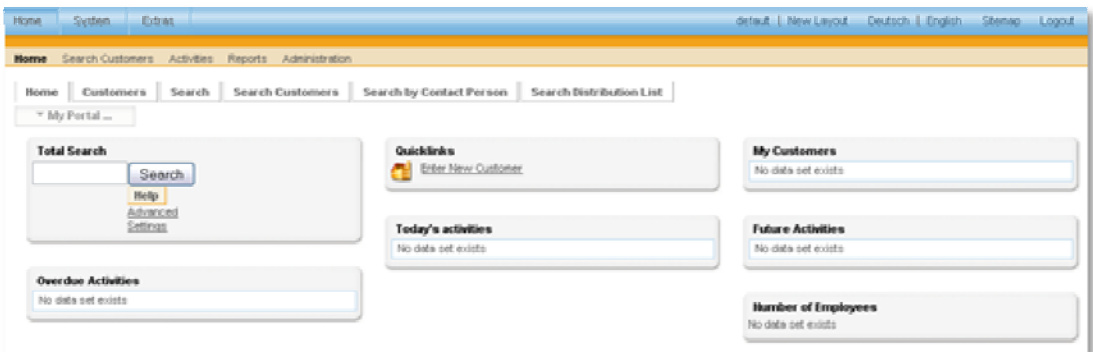
For this handbook, you require no special previous training. You can find helpful information in the Intrexx handbooks  *Portals*,  *Design* and  *Applications*.

1. Portal Pages and Application Portals

In Intrexx, all kinds of information from the portal can be combined into portlets and displayed on portal pages. The number and arrangement of the portlets on a portal page can be individually adjusted by each user with the appropriate access rights.

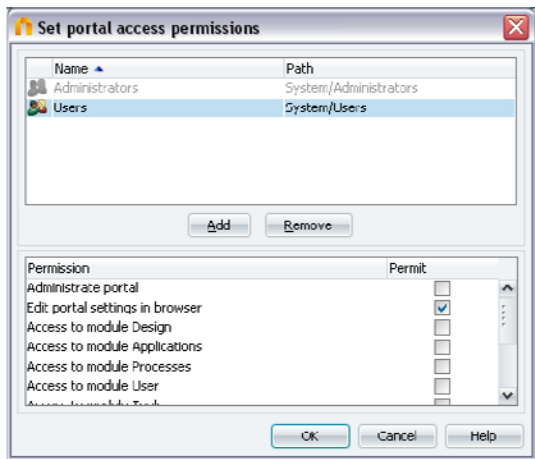


In addition to the portal pages, there exist application portals, where the most important information of the application will be prepared for presentation. An application portal is a special page in an application, such as here the application portal for the application CRM Studio (Applications). An unlimited number of application portal pages can be defined in the Applications module.

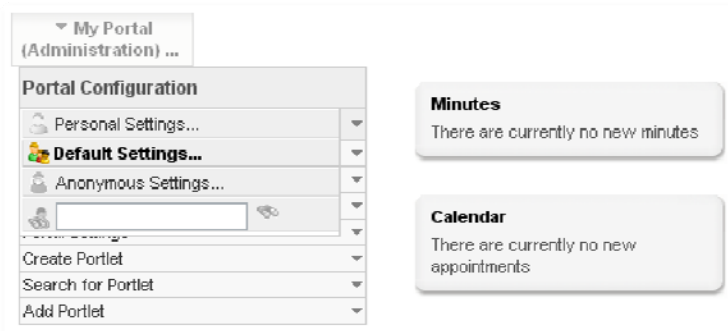


2. Permissions

The permissions to change portal pages in an Intrexx portal differ in regard to administrators and users. The administrator right, which members of the administrators group automatically possess, is assigned in the portal permissions (menu Extras / Portal permissions).



With the permission to *Edit portal settings in browser*, you can change the default settings for each portal page, which are valid for all users, such as the number and arrangement of portlets. You can reach the default settings via the link to *My portal*, directly from a portal page in the upper right area if you click on *Personal settings*.

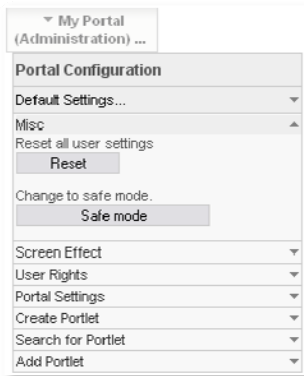



Here you also have the ability to search for an individual user, in order to change her individual settings. If you enter a user name into the search field, the results will be output underneath the search field. Click there on the link to the desired user. The user's portal page will then be loaded, where you can change the settings of this page. All changes will then only affect the user in question. They do not influence the display of the portal pages of other users.

If you click on *Anonymous settings*, you can change settings for the portal page as it should be viewed by users who have not logged in.

3. Portal Page Configuration

3.1. Actions

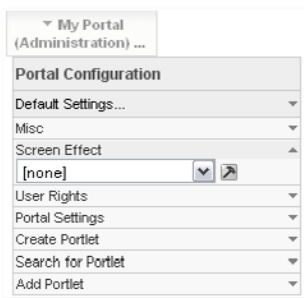



As administrator, you can reset all changes that users have made to the settings on their portal page to the portal standard, by clicking on  *Reset*. This default corresponds to the configuration of the portal page as it is shown to you when you are editing the *Default settings*. Please note, therefore, before performing a reset, that all changes that users have made to their pages will be lost.

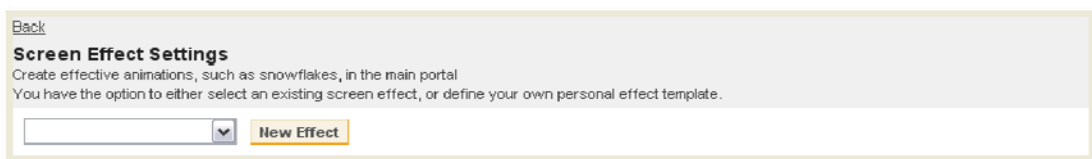
Clicking on *Safe mode* allows pages to be loaded with portlets containing errors on them. Nonfunctioning portlets can then be deleted, in order to make it possible to load the portal page in normal mode


Click on  *OK* to apply the new settings.

3.2. Window Effect



Here you have the ability to show animated window effects in the portal. Available are *Easter*, *Christmas*, and *Advertisement*. By clicking on the  tool symbol, the settings can be changed and new effects created.



 *New effect* allows your own effects to be created. This will animate an image file with the data set here.

[Back](#)

Screen Effect Settings

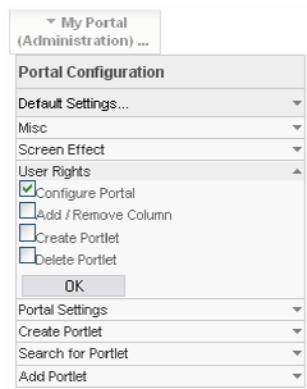
Create effective animations, such as snowflakes, in the main portal
 You have the option to either select an existing screen effect, or define your own personal effect template.

Name

Activate Animation
Animation Type Vertical
Images (Enter relative path here: e.g. images/mypicture.png)
Image Repetition 1-20
 Loop Animation will be repeated
 Fade In
 Fade Out

Starting Position Top 0 - top screen margin
 negative values - on bottom screen margin
 no entry - random value
Starting Position Left 0 - left screen margin
 negative values - on right screen border
 no entry - random value
Offset Right 0 - 500
Offset Below 0 - 500
Speed 1 (slow) - 20 (very fast)
 No entry (random value)
Oscillation 0 (none) - 1000 (very high)

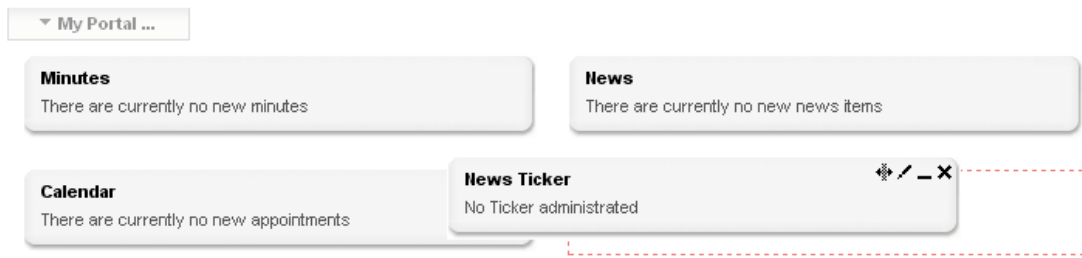
3.3. User Permissions



If you assign the user permission to *Configure portal*, the link to *My portal* will be shown to the user. With it, the portal page configuration will be available to the user.


Users with this permission can, under *Actions*, perform a reset of their individual portal page to the portal default and start in safe mode. The functions *Search portlet* and *Add portlet* are also available there for use.

In addition, portlets can be moved via drag & drop onto the portal page.

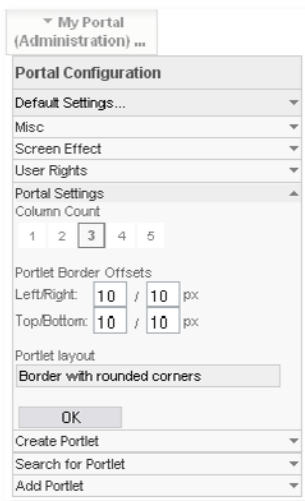


To do so, simply click on the title bar of a portlet and drag it to the desired position. The settings of individual portlets via the symbols in the portlet title bar will be made possible with the permission to *Configure portal* (see chapter *Editing Portlets*).

A user may optionally be given the additional permission to add further columns to a portal page (or remove them), create portlets or delete them.

Click on  OK to apply the new settings. The changes will be made effective as soon as a user logs into the portal again.

3.4. Portal Settings



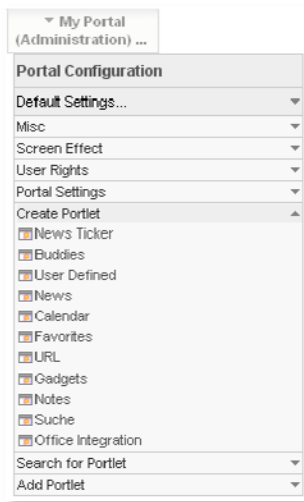
In the *Portal Settings* the number of columns will be defined in which the portlets are arranged. Simply click on the desired amount.

In the *Portlet border offsets*, define the distance of the portlets from one another. Enter the desired number of pixels for the vertical and horizontal offsets into their corresponding boxes.

In *Portlet layout*, you can change the appearance of the portlets. The following variants are available to you here:

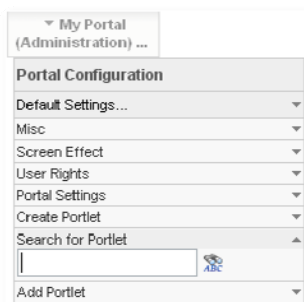
- *Standard borders* shows the portlets in a rectangular border with a title bar
- *Empty borders* shows only the portlets' contents without a title bar, borders, or background
- *Standard borders (round corners)* shows the portlets in rounded borders with a title bar
- *Empty borders (round corners)* shows the portlets with round borders without a title bar

3.5. Portlet Creation



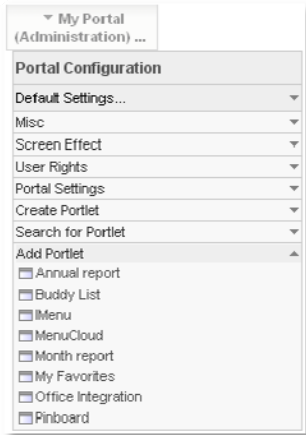
New portlets will be created based on portlet templates here. You can find more on this topic in the chapter on *Portlet Creation*.

3.6. Search Portlets



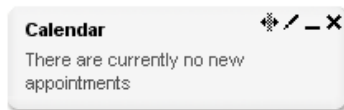
You can search for the title or name of a portlet here. If a portlet is found, a link will be output below the search field, which leads to the settings for the portlet (see chapter on *Portlet Configuration*).


3.7. Add Portlet

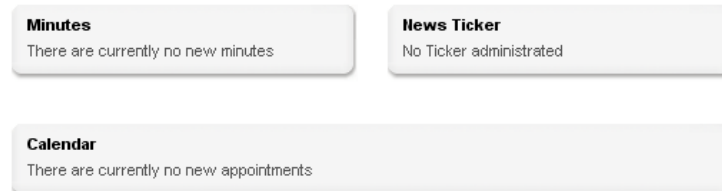



Here you can select existing portlets for display on the portal page. You can find all information on this topic in the chapter *Add Portlets*.



4. Editing Portlets



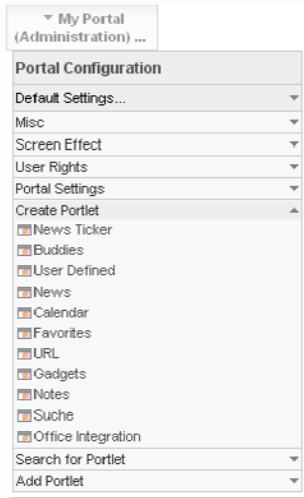
Upon mouse contact, with sufficient permissions, symbols will be shown in the title bar of a portlet. With  *Adjust portlet size*, you can stretch a portlet over multiple columns by dragging this symbol with the mouse.



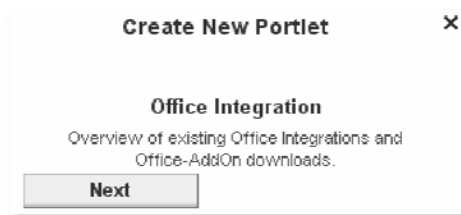
With  *Portlet configuration*, the settings for the portlet can be changed. The description of the possible settings varies by the type of portlet. You can find a description of the various types and their settings in the following chapters of this handbook.

With  *Maximize / Minimize portlet*, the portlet will be reduced to the display of the title bar, or made whole again.  *Move portlet to pool* removes the portlet from the portal page. It can be added to the page again at any time via the portal pages configuration.

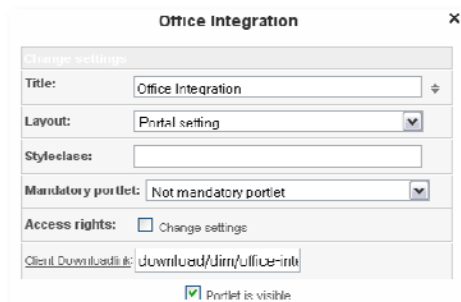
5. Creating Portlets




In this list you will see various templates for portlets. Here you can select a template in order to create a new portlet based on it. Simply click on the desired type.



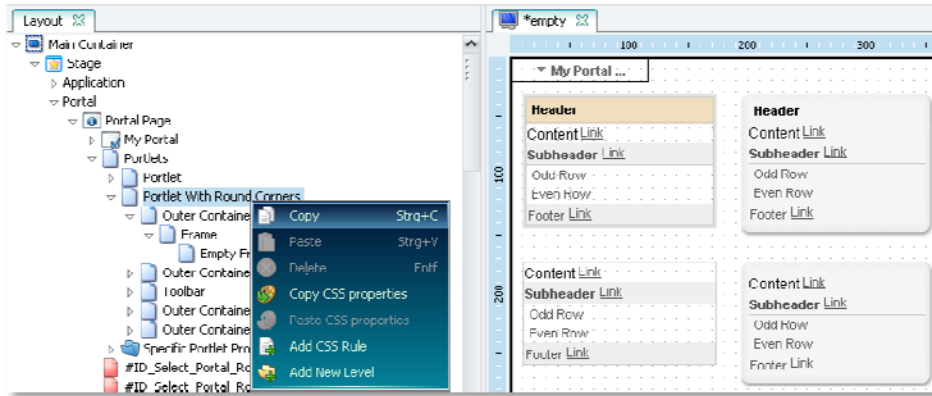
A short description of the portlet template will be shown. Click on  Next.



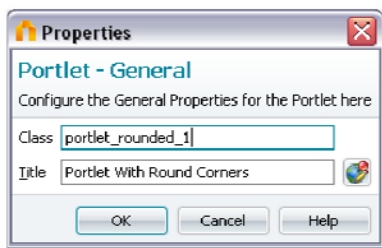
Here, for all portlet types, the name that will be shown in the title bar of the portlet can be changed. If you click on the  double arrow, you can enter the name in multiple portal languages.



In the *Layout* selection list, you can change the layout of the portlet.

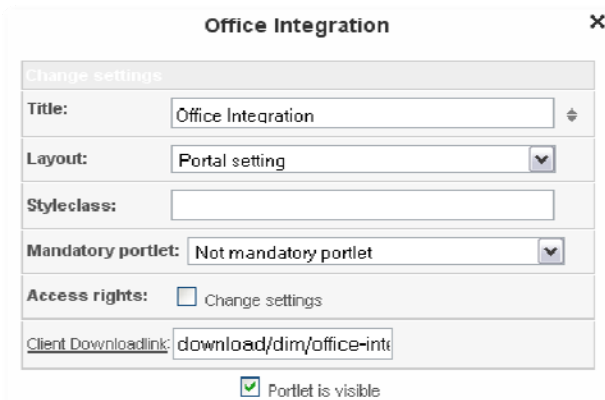
In *Style class*, the portlet can be assigned its own style class. Individual style classes will be defined in the *Design* module. There you will find, in the *Layout* area below the portal styles, the entries for *Portlet* and *Portlet with round corners*. The simplest way to proceed is to copy one of these entries via the context menu and then to paste it on the same level – i.e. below the *Portlets* entry.



When pasting, a dialog will open automatically in which the title and the name of the class can be edited.




After clicking on  **OK**, you can change the style properties of the new portlet class to your wishes. If the layout has been saved, you can enter the name of the new class (not the title) as style class into the portlet configuration on the portal page. You can find additional information on this topic in the handbook  *Design*.



Each portlet can be defined as *Mandatory portlet* for *All users*. Mandatory portlets cannot be removed from the portal page. The selection *Not for anonymous* has the effect that the portlet will only be mandatory for all users that are logged in.

With the setting to *Adjust settings*, you will allow the other users to edit the portlet properties.

The setting to *Show in portal* has the effect that the portlet will be arranged on the portal page immediately. If the setting is not chosen, you will find it in the portal page configuration as a new entry in the category of *Add portlet*.


The other settings differ, depending on which portlet type you have selected. You will find a description of the individual types in the following chapters. After clicking  *Finish*, the portlet will be created. As soon as you click on the link to *Add to my portal*, the portlet will be shown on the portal page.


6. Portlet Templates

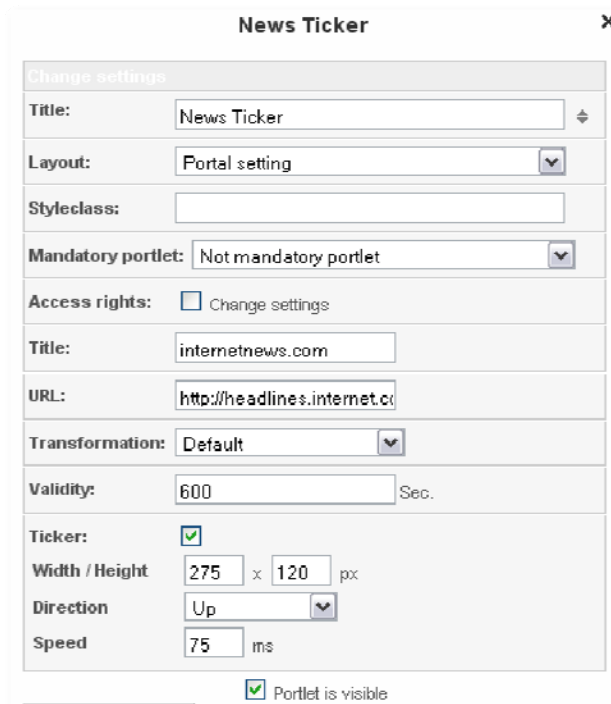
6.1. Ticker



News items will be displayed in this portlet. In the delivery package of Intrexx, a ticker portlet has already been entered to the portal.

To display its contents, internet access must be available. If access to the internet is only possible for the server through a proxy server, the connection details must be entered in the portal properties ( *Portals*).

-  Various news services offer up-to-date ticker contents, mostly in the form of an RSS file, which you will download from the internet with the ticker. Please note that the contents may be protected intellectual property, and in such cases can only legally be shown with permission of the publishers.



News Ticker [X]

Change settings

Title:

Layout:

Styleclass:

Mandatory portlet:

Access rights: Change settings

Title:

URL:

Transformation:

Validity: Sec.

Ticker:

Width / Height: x px

Direction:

Speed: ms

Portlet is visible

In the portlet settings, enter the *URL* to the RSS file. In the *Transformation*, you will set the way in which the contents of news items will be output. Selecting *Default* will show news items, one after another, in blocks. Selecting *Single-line* will output news items in one line.

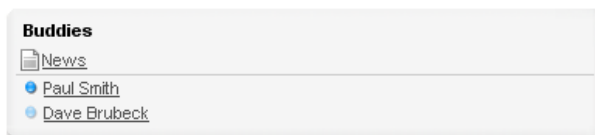
Choosing the *User* setting will show an edit field, in which an XSL stylesheet can be integrated with individual presets for the ticker transformation. The *None* setting will show the text without any additional changes.

In the *Validity* field, you will enter the length of time (in seconds) the data will be held in the cache before the ticker requests new data.



The *Ticker* setting allows you to activate animation for the text. In the *Width* and *Height* field, enter the display size of the ticker in pixels. With *Direction*, you will define the direction in which the text travels in the ticker. In the *Speed* field, enter the speed at which the text travels in milliseconds.

The ticker can be stopped, or if it has been stopped, started again simply by clicking on the news text in the portlet.

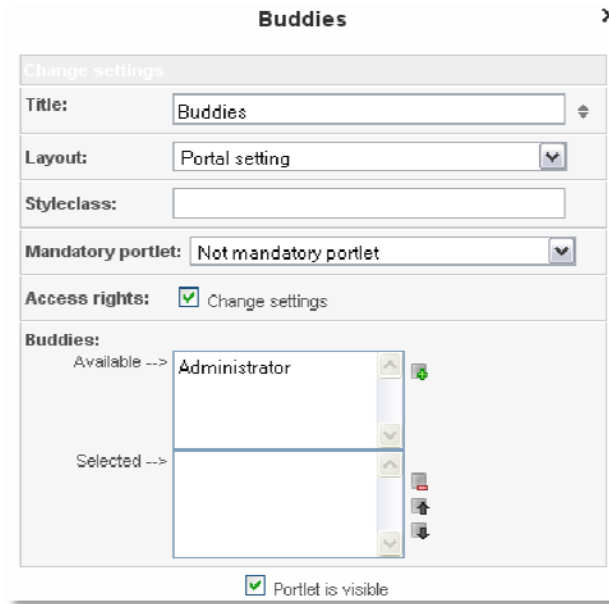
6.2. Buddies



In the *Buddies* portlet, you can enter the users with whom you are frequently in contact. Clicking on the name of a colleague in the portlet shows additional information, such as their contact data.

The  symbol in front of the name of a user shows whether the user is currently logged on to the portal. You can find additional information on the topic of user information in the handbook  *Applications*.

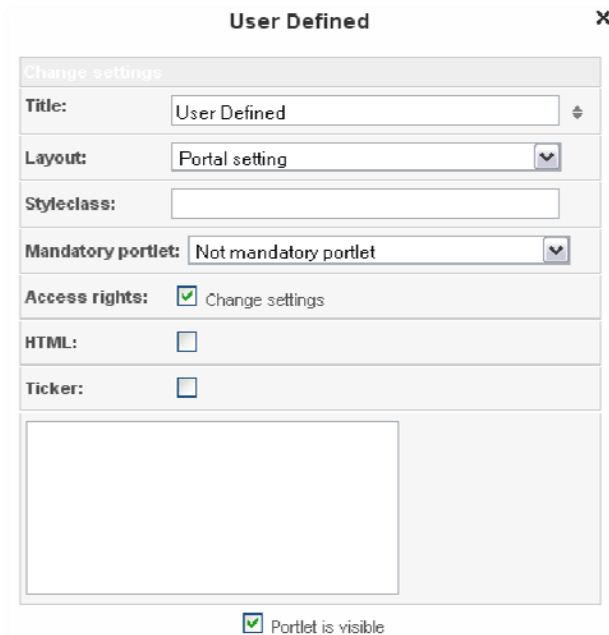
In the upper area of the portlet, you have with corresponding access permissions the ability to open the Intrexx messenger to send a message or view *News* (see *Messenger* chapter).



In the settings, move the colleagues that you wish to see in the portlet, with the help of the plus symbol, from the *Available* list to the *Selected* list. With the arrow buttons, you can change the order of the list. Confirm the new settings by clicking OK.

6.3. User-Defined

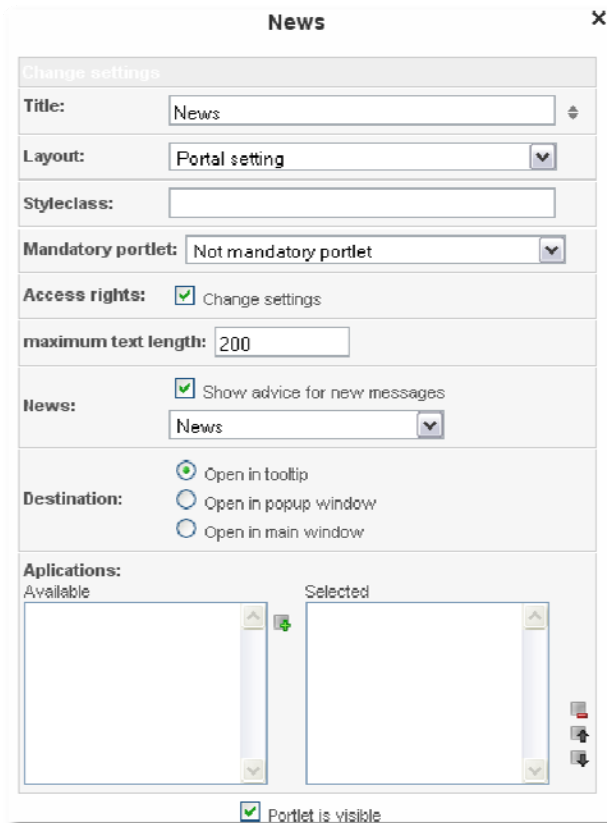
With the user-defined portlet, all kinds of text, including text formatted in HTML, can be shown on the main portal page.



Enter your text into the edit field in the area at the bottom. The setting for *HTML* will cause the text to be output as HTML. All HTML tags will be interpreted. Without this setting, normal text will be output. With the *Ticker* setting, the contents will be shown as a ticker.

6.4. News / Minutes

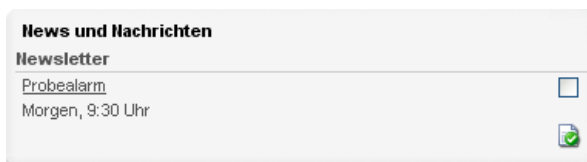
In a newly created portal, the portlets *News* and *Minutes* will have already been entered to the main portal page. The *News* portlet shows entries from newsletter applications, and the *Minutes* portlet shows entries in meeting summary applications.




The screenshot shows the configuration window for the 'News' portlet. It includes the following fields and options:

- Title:** News
- Layout:** Portal setting
- Styleclass:** (empty)
- Mandatory portlet:** Not mandatory portlet
- Access rights:** Change settings
- maximum text length:** 200
- News:** Show advice for new messages; News
- Destination:** Open in tooltip; Open in popup window; Open in main window
- Applications:** Available and Selected lists (both empty)
- Portlet is visible

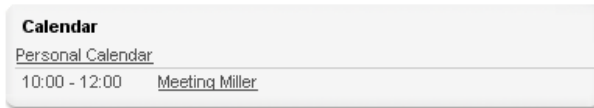
In the *Maximum text length* field, enter the maximum number of characters that can be shown in the text of a news or minutes item. If the setting to *Notify upon new news entries* is set, an eMail will be sent to all members of the distribution list. A prerequisite for this function is that the *SMTP service* tool has been set up (see handbook [Tools](#)). With the *News* setting, news that has already been read will no longer be shown in the portlet. The setting for *News + quick hide News* allows news and/or minutes to be highlighted and set to *Read* via a checkbox.



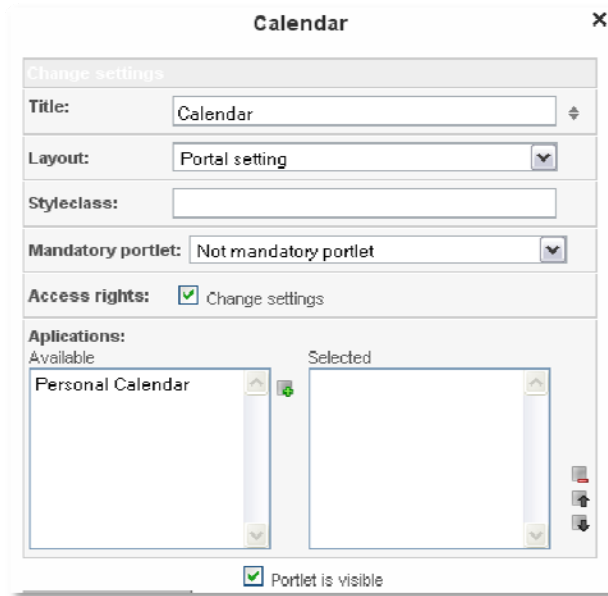
Clicking the  icon will hide the marked entries in the portlet. With the *All News* setting, all news and/or minutes will be shown. With sufficient access permissions, the news item or meeting summary can be opened by clicking its header. *All news + quick hide* shows all news, including read items, and offers the possibility to mark them for removal.


If you click on the title of a news item or meeting minutes in the browser, the page will be loaded that shows the complete message. Under *Jump target*, you will define whether this page should be loaded in a tooltip, popup, or in the main window.

6.5. Calendar

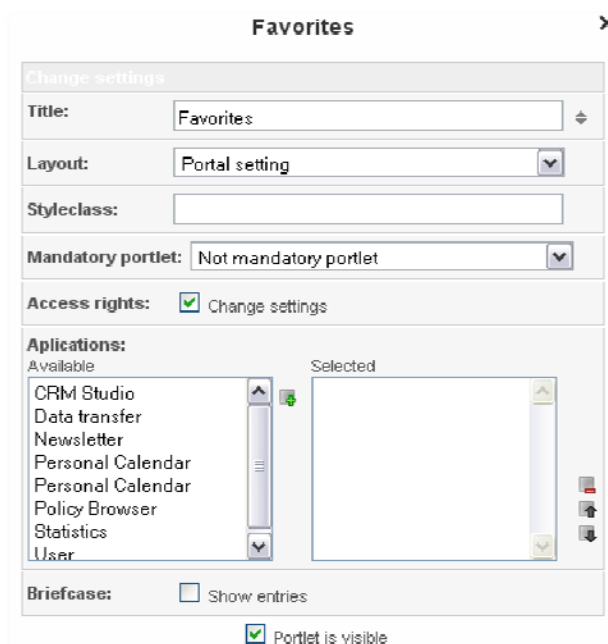



In the calendar portlet, current daily appointments from all kinds of calendar applications can be shown, and edited by clicking on a link.




Move the calendar, the appointments of which you wish to display, with the help of the  symbol from the *Available* list to the *Selected* list. The order of the entries in the portlet can be set with the arrow buttons.

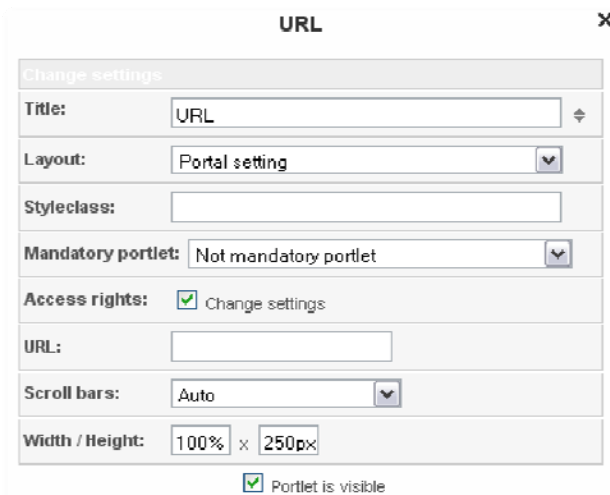
6.6. Favorites



With this portlet, frequently used applications can be reached quickly via a link. Highlight the application that you wish to include in the portlet in the list *Available* and move it, with the help of the  plus symbol, to the *Selected* selection list.

With the setting *Show briefcase entries*, you can additionally show all links to application pages that you have added to your briefcase. Information on the *Briefcase* additional control can be found in the  *Design* handbook.

6.7. URL

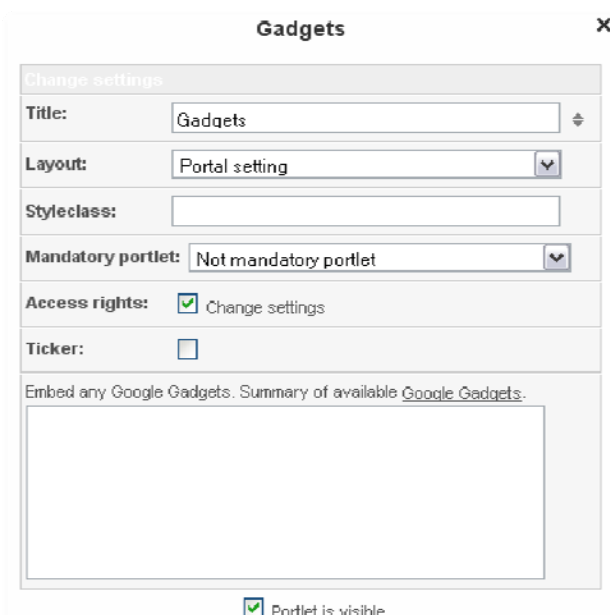


The screenshot shows a dialog box titled "URL" with a close button (X) in the top right corner. The dialog is divided into several sections:

- Change settings:** A header for the configuration options.
- Title:** A text input field containing "URL".
- Layout:** A dropdown menu set to "Portal setting".
- Styleclass:** An empty text input field.
- Mandatory portlet:** A dropdown menu set to "Not mandatory portlet".
- Access rights:** A checked checkbox labeled "Change settings".
- URL:** An empty text input field.
- Scroll bars:** A dropdown menu set to "Auto".
- Width / Height:** Two input fields, the first containing "100%" and the second containing "250px".
- Portlet is visible:** A checked checkbox at the bottom of the dialog.

With this portlet, a website of your choice can be shown on the portal page. Enter the URL in the *Link* field. For *Scroll Bars*, the settings *Auto*, *Yes*, and *No* can be selected. Under *Width / Height*, enter the dimensions in which the portlet should be displayed on the portal page. The width will be defined in percent in proportion to the column width, whereas the height can be entered in pixels.

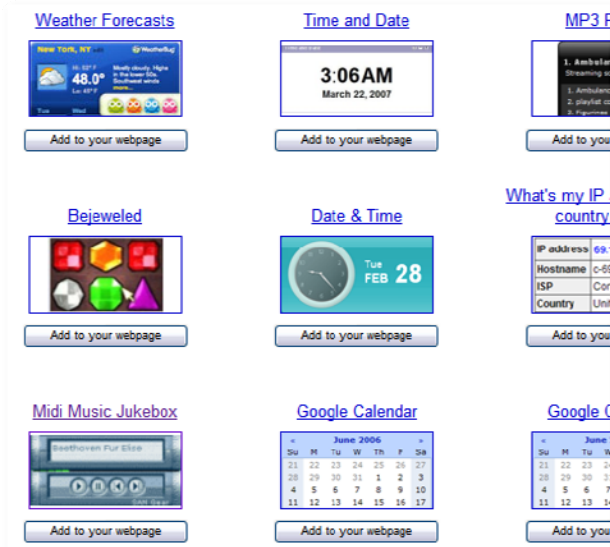
6.8. Gadgets



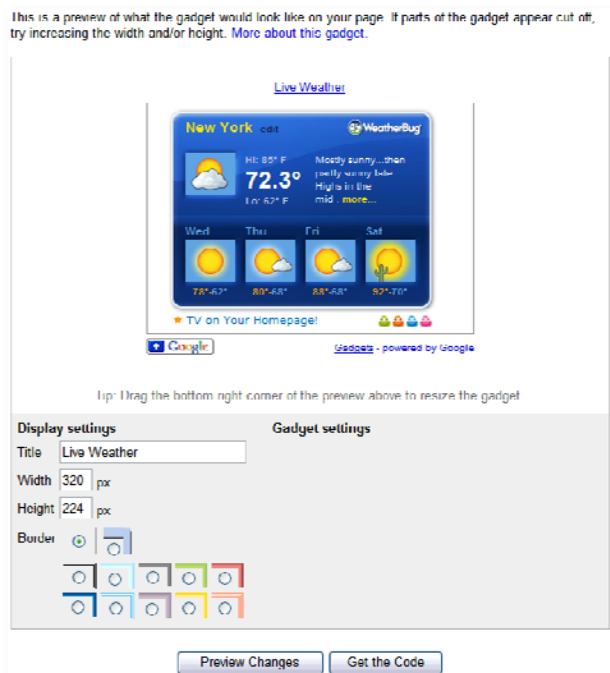
The screenshot shows a dialog box titled "Gadgets" with a close button (X) in the top right corner. The dialog is divided into several sections:

- Change settings:** A header for the configuration options.
- Title:** A text input field containing "Gadgets".
- Layout:** A dropdown menu set to "Portal setting".
- Styleclass:** An empty text input field.
- Mandatory portlet:** A dropdown menu set to "Not mandatory portlet".
- Access rights:** A checked checkbox labeled "Change settings".
- Ticker:** An unchecked checkbox.
- Embed any Google Gadgets. Summary of available Google Gadgets:** A large empty text area for pasting gadget information.
- Portlet is visible:** A checked checkbox at the bottom of the dialog.

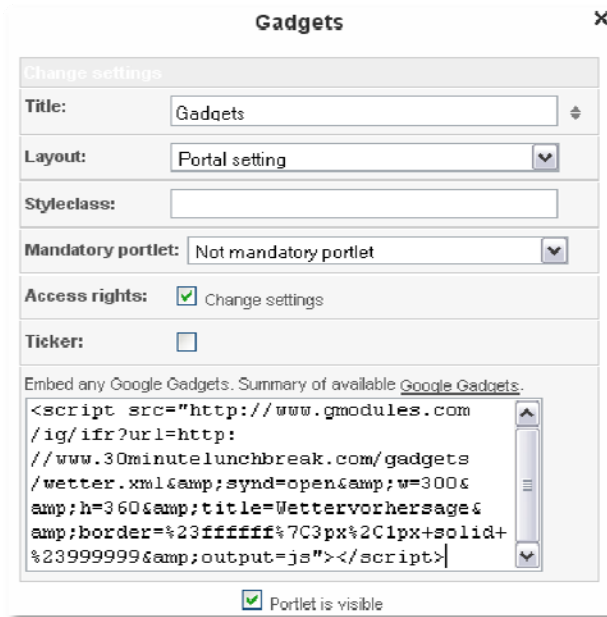
Google offers a large selection of interactive mini-applications, which you can offer quite easily in an Intrexx portlet on a portal page. You can reach an overview of the available gadgets can be via the link below the setting *Ticker*, which will take you to Google's offerings.



For a desired gadget, click on *Add to your webpage*.



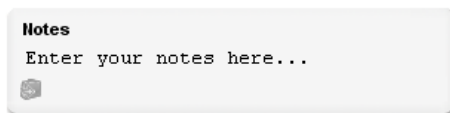
Click here on *Get the Code*. In the lower part of the page, the HTML code will now be shown.




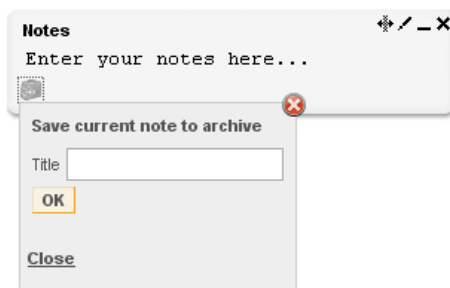
Copy the code and insert it into the portlet.

With the setting to *Show in portal*, the portlet will be shown on the portal page after completion. If the setting is not selected, it can be added to the portal page later from the portlet pool.

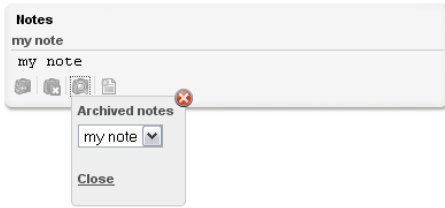
6.9. Notes




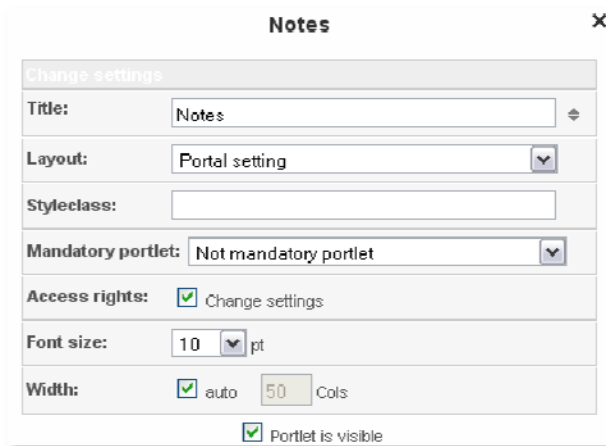
You can write directly in the notes portlet. This provides to you an edit field on the portal page for use, in which you can effortlessly save and edit text passages of your choice. If you wish to save a note, simply click on  *Save current note to archive*.



A title can be entered here. If the title has already been assigned to another saved note, this note can be replaced with the current note, if the setting to *Replace a saved note* has been activated.

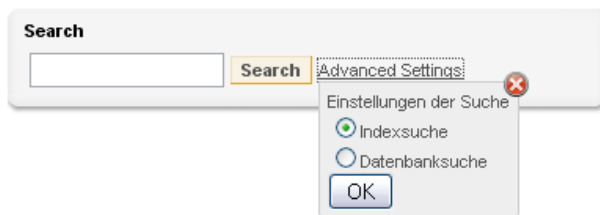


After a note has been saved, you will see the icon to  *Show archived notes*. Selecting this button will show a selection list, from which a note can be selected and loaded in the portlet.

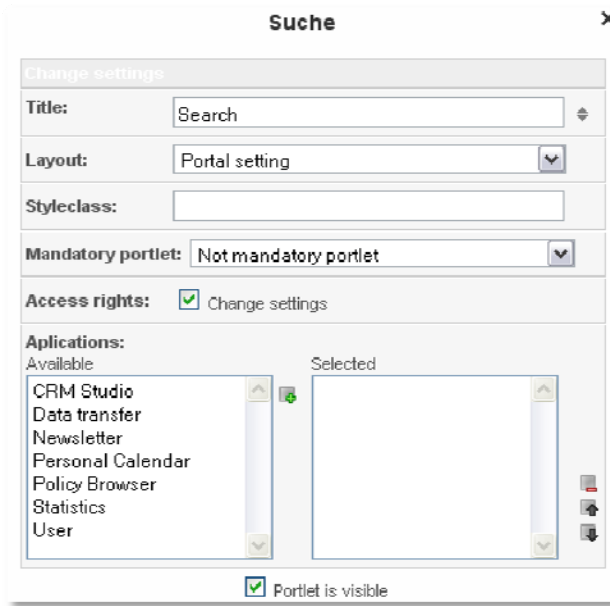


In *Font Size*, the size of the text can be preset. If the *Dynamic Width* is set, the line break will orient itself to the width of the portlet. The width can also be set as a fixed number of characters. This will increase the size of the portlet if the number of characters is greater than the width of the portlet. Otherwise, the width will be retained.

6.10. Search



This portlet type allows a selection of portal applications to be put together, which will then be searched through for a search term entered here. In the *Advanced settings*, you can enter whether you want an index search, through file attachments like PDFs or text files, or a database search, through the entries that have been created in the applications themselves.



In the settings, the desired applications will be added to the list of *Selected* with *Add*. With *Remove*, applications can be removed again from the search.

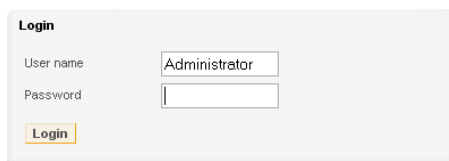
The position of the applications in the list of *Selected* can be changed with the help of the *Arrow symbols*. The applications will be searched through in the order defined here. The search results will be shown directly in the portlet in link form, so that by clicking on a hit, one can quite easily move to the corresponding application.

6.11. Office Integration

You can find this portlet in every newly created Intrexx portal on the main portal page. You can install the Office add-in for Intrexx Office Integration here and later use it to reach all active Office integrations.

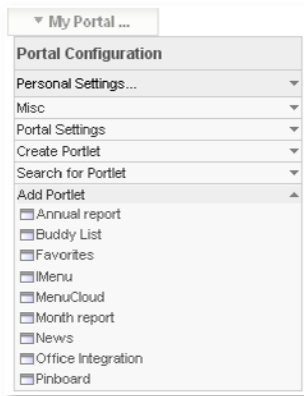
You can find a complete description of this in the handbook *Office Integration*.

7. Login Portlet

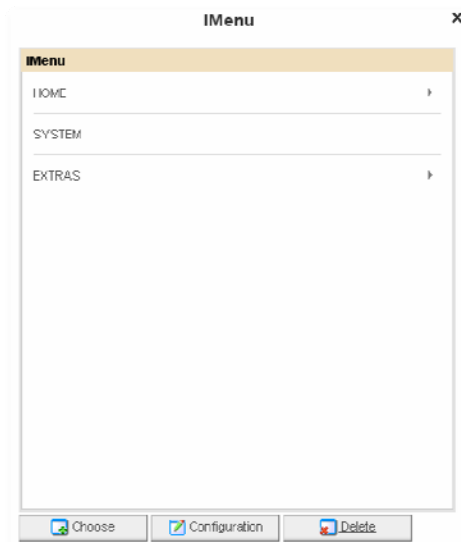





With this portlet, a user can log onto the portal. The portlet will be hidden for logged on users. A further possibility for login is offered by the *Login button* additional control. Information on this topic can be found in the *Design* handbook.

8. Adding Portlets

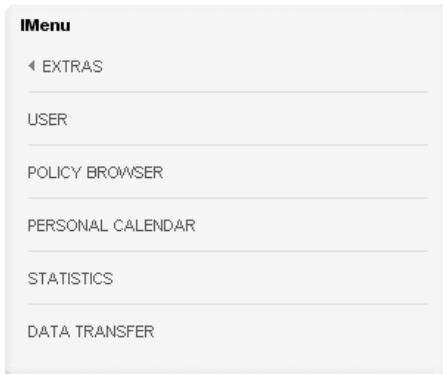


Here you will see complete portlets, which you can add very easily to the portal page by clicking on the desired portlet in the list. The portlets will also be listed here that you have created in applications and released for use (see chapter *Portlets From Applications*).

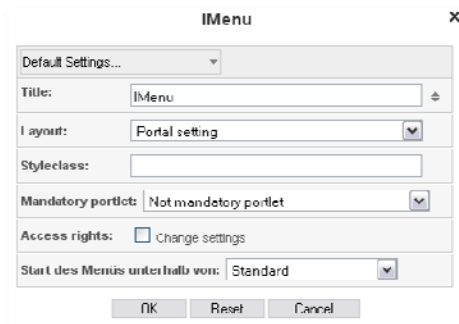


By clicking  *Add*, it will be entered to the portal page and can be moved to the desired position via drag & drop. Clicking on  *Configuration* opens the portlet settings (see chapter on *Editing Portlets*). With  *Delete*, the complete portlet will be deleted. Available for selection to you, in addition to the portlets that you have created yourself in applications, are the portlets described in the following.

8.1. IMenu

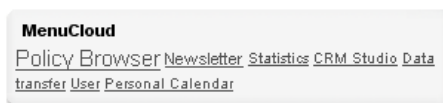


The *IMenu* portlet offers a navigation mode that is compatible with mobile end devices such as the iPhone. In this mode, the levels of hierarchy will be moved through from “top to bottom”. If you select a menu item that contains subordinate menus, this menu item will be set at the head of the portlet and the subordinate menu items will be shown.

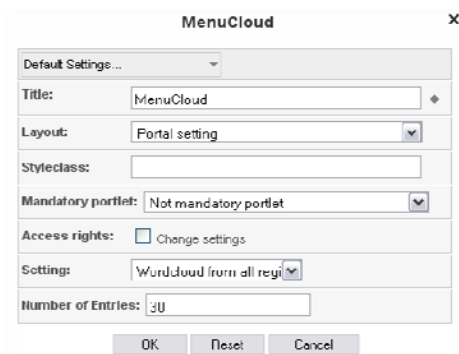


In the settings you can select the starting point from which the portlet should show subordinate levels of the portal menu.

8.2. Wordcloud




In the wordcloud menu, the clicks by users on individual applications will be counted and the links will be shown in the portlet correspondingly large or small.



In the *Settings*, you can select how the wordcloud should be constructed. This option allows the clicks of all logged in users, the anonymous users, the individual user, or all users (logged in and anonymous) to be counted and shown.

Clicking on one of the links in the wordcloud opens the corresponding application.

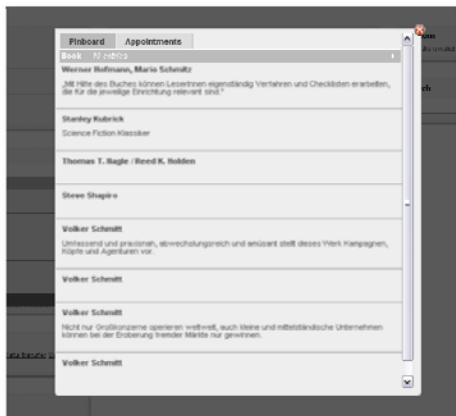
8.3. Pinboard

The portlet shows the most up-to-date changes to data records in applications. Every data group of the portal applications can be configured for evaluation in the *Pinboard* portlet (see handbook  *Applications*).

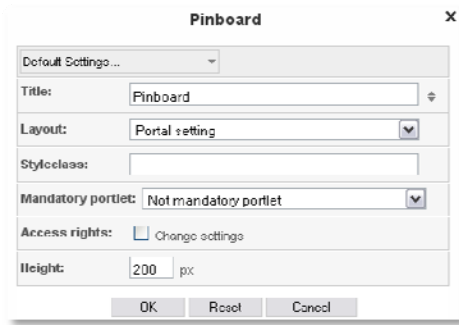


The portlet shows entries on the *Pinboard* tab that have been changed in applications, and on the *Appointments* tab changes to appointments. The data records that will be seen as entries on the *Pinboard* tab or as entries on the *Appointments* tab will be determined in the applications module when configuring the Pinboard in the properties of a data group.

In the lower area of the portlet, you can also maximize the complete portlet by clicking on the link to *Large view*.



The large view can be closed with the escape key.



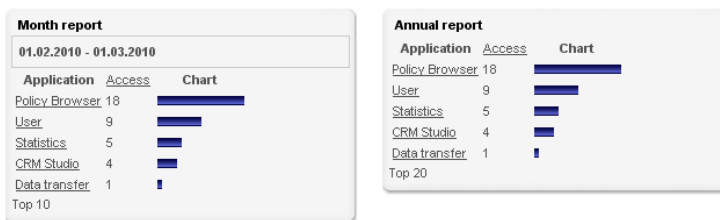
The height of the portlet in pixels can be defined in the settings.

8.4. My Favorites

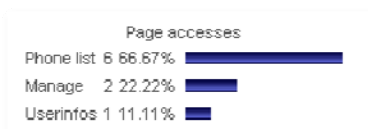
The *My Favorites* portlet offers the same functions as the *Favorites* portlet (see chapter *Portlet Templates / Favorites*). In addition, keyhole pages can be included in the *My Favorites* portlet.

You can find out how to define keyhole pages in the handbook on [Applications](#).

8.5. Statistics Month / Year



This pair of portlets show you which of your applications are visited most frequently. The month portlet lists the top 10, the year portlet the top 20. The list of applications will be output in link format. Clicking on the link to an application loads the distribution of page accesses in a popup window.




The pages on which the portlet is based stem from the system application *Statistics*.

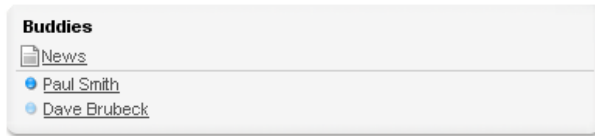
9. Messenger


9.1. Sending and Receiving Messages

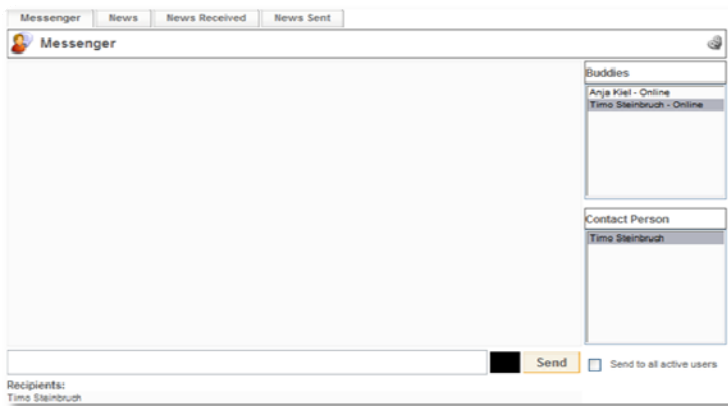
The messenger in Intrexx is first available after it has been activated in the portal properties ([Portals](#)). After activating it, the portal must be restarted.


Users require the *Messenger* portal permission in order to use the messenger ([Permissions](#)). You can reach the messenger through the *Buddies* portlet in the main portal. The messenger window can also be opened via a view field with the control type *User Information* ([Applications](#)).

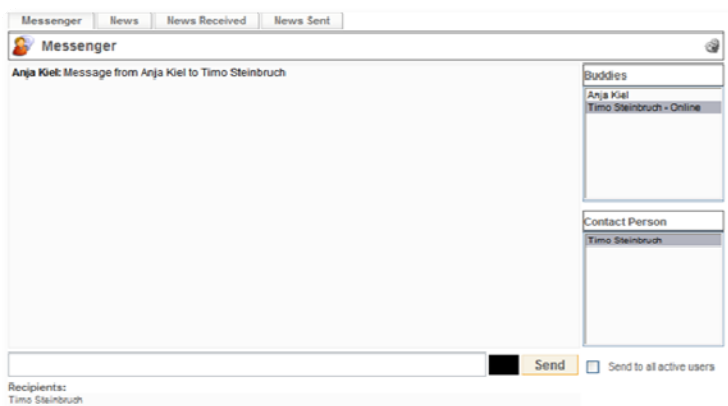
A message to a selected user can be composed by clicking the  online status icon. If the selected user is not currently logged onto the portal, this symbol will be displayed as not active.




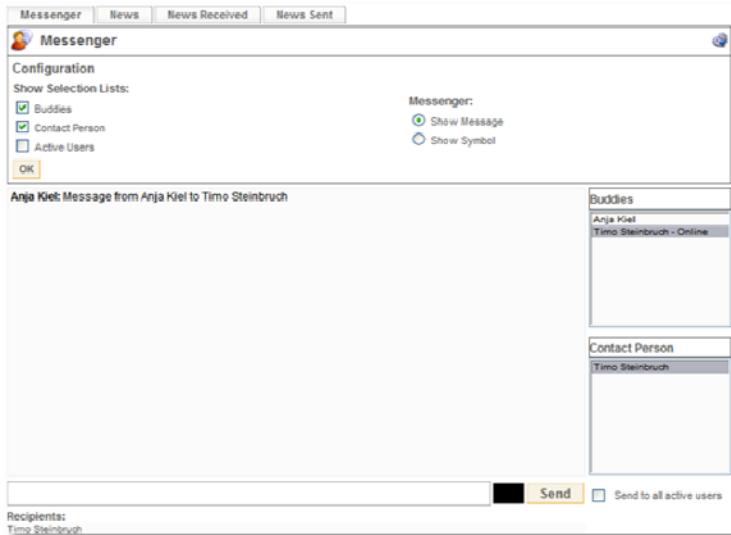
Click on the  online status icon in order to open the messenger window.



Enter your message text here. If you click on the color field to the right of the edit field, a small palette will open, from which you can select a color. This will form the background color of your message. Next, click  *Send*. The message will be shown for the recipient in the lower right area of the portal briefly. The message will be shown for the recipient and the sender in the messenger window.




In the *Buddies* list, all colleagues from the *Buddy List* portlet will be shown. Select the desired recipient for your message here. In the *Contact Person* list, all users will be shown that you have sent messages to recently. With the setting to *Send to all active users*, your message will be sent to all users that are currently logged onto the portal. Clicking  *Adjust Settings* will open the settings dialog.



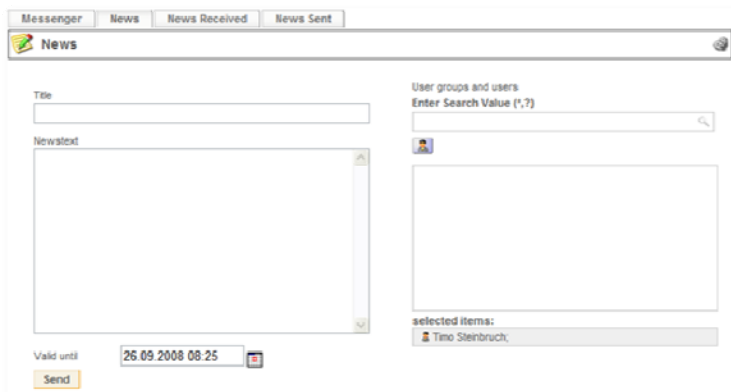
Activating the *Buddies* setting will show the *Buddies* selection list in the messenger window. The *Contact Person* setting will show an additional selection list, from which the current users in contact with the user will be shown. The *Active Users* setting will show the *Send to all active users* checkbox in the messenger window. New messages will be shown in a box in the lower right of the portal if the *Show Messages* option is selected. With the *Show Symbol* option, you will be made aware of a new message with a symbol instead.

In the menu *Extras / Portal Permissions*, you will define which users may use the messenger to send messages. Regardless of what you choose here, all received messages will be shown. Administrators can send messages to all users that are logged onto the portal, and they will be received by the users.


 Please note that messages will not be saved and after closing the messenger window, these messages will no longer be available.

9.2. News



On the *News* tab, news can be composed and sent.

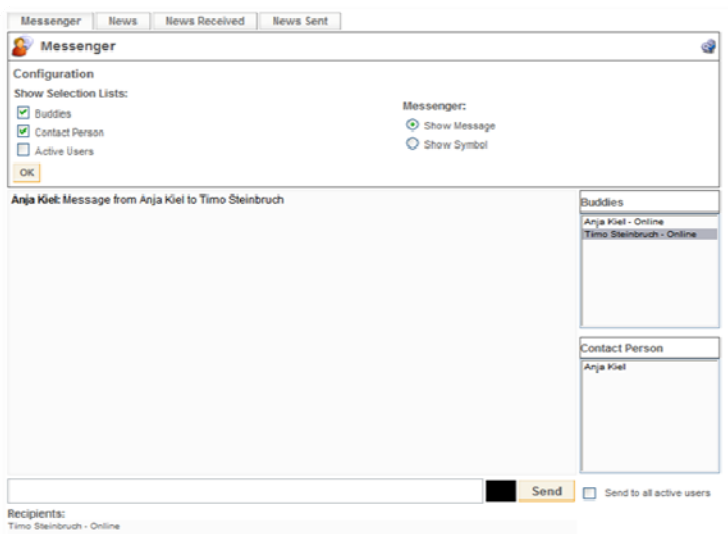


Enter a *Title* and the *News text*. In the *Valid until* field, you will define the length of time the news will be shown in the *News* portlet. Select one or more recipients from the *User groups and users* list.

By clicking  *Send*, the news will be sent. The news will be shown for recipients in the messenger window on the *Received news* tab, and for the sender on the *Sent news* tab. The messenger window can be opened again at any time via the *My Buddies* portlet.



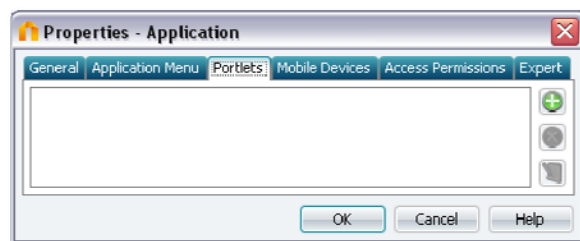
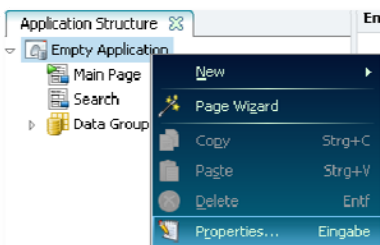
With  *Delete Selected News*, the news will be deleted that the recipient has marked by clicking their checkbox. With the small calendar, you can show news that were received on the selected date. If you click on  *Adjust Settings*, the settings options for the distributor will be shown.



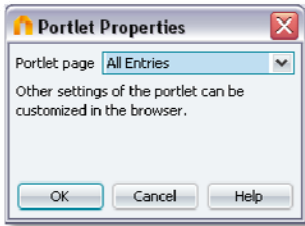
Here you will define whether users, groups, or both will be shown as possible recipients for news.


10. Portlet Pages From Applications

Every view page on the uppermost level of an application can be defined as a portlet. Open the application properties by double-clicking on the application node or via the context menu item *Properties* and switch to the *Portlets* tab.



Click on  *Add Portlet*.

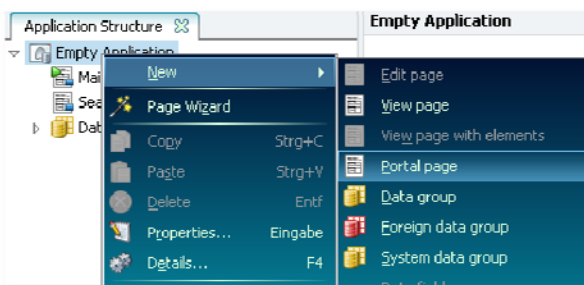


In the list above, all pages that can be used as portlets will be offered for selection. Select the desired page and confirm by clicking  **OK**.

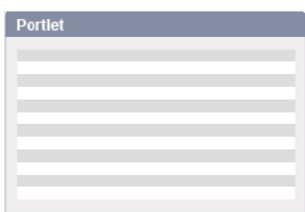
Save the application. The portlet can now be added to portal pages.

11. Portlets in the Application Portal

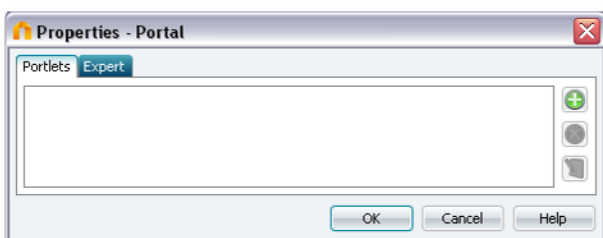
An application portal will be created in the *Applications* module with a special page type, the portal page. Every application may contain one or more portal pages. Every newly created portal page automatically contains a portal element, in which view pages can be included as portlets. Portal pages can be entered to every level of the application structure. Open an application in the *Applications* module. A portal page can be entered via the application node or a data group.



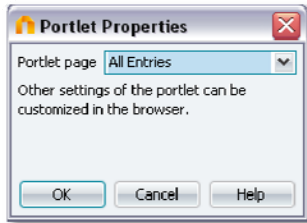
An application portal can be assigned view pages from the same level or from super-ordinate data groups.





On the portal page, you will find the portlet element. Open the properties dialog with a double-click.



Click  **Add Portlet**.



Select the page here that will be shown as a portlet in the application portal.
Confirm the new settings with  **OK** and save the application.

You can find additional information on this topic in the  *Applications* handbook.