

# Navigating Archibus Web Central

Quick Tips







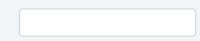
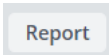
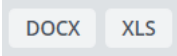

**Facilities & Services**

UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN

# Quick Tips

- Use Favorites to streamline your navigation bar

- Navigation

-  • Minimizes left side menu
-  • Adjust window horizontally
-  • Adjust window vertically
-  • Sort Ascending/descending
-  • Filter (search)
-  • Create PDF
-  • Export
-  • 3 gray dots is a selection menu

More information can be found in the Archibus Web Central User Guide



# Practice navigating Archibus Web Central in our Training Environment

<https://archibustrain.fs.illinois.edu/archibus/login.axvw>

