

## App Menu Guide Table of Contents

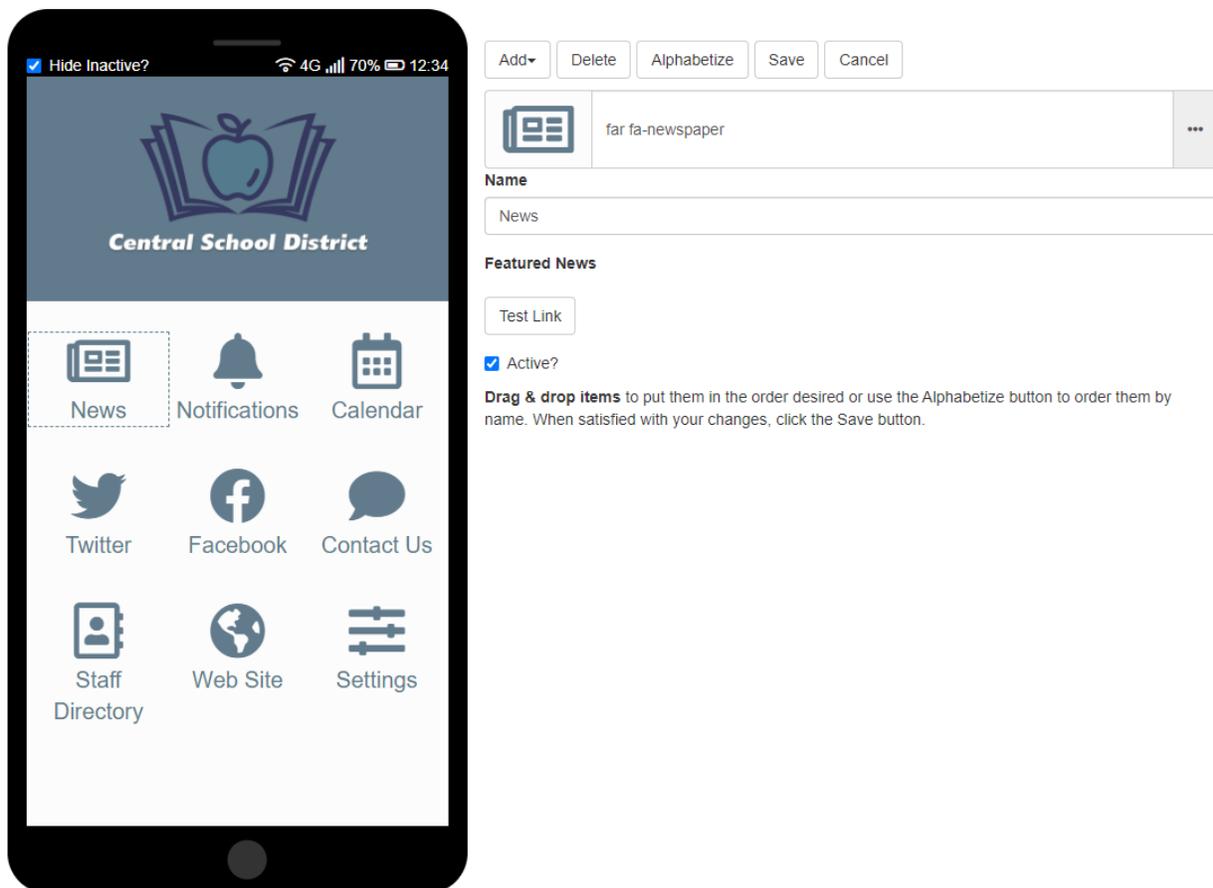
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## App Menu Guide

The App Menu provides you a way to modify the links you wish to provide on your App in the Stores.

Select **Admin, App Menu** from the SOCS Toolbar.

### App Menu



Hide Inactive?    4G    70%    12:34

   far fa-newspaper    ...

**Name**

News

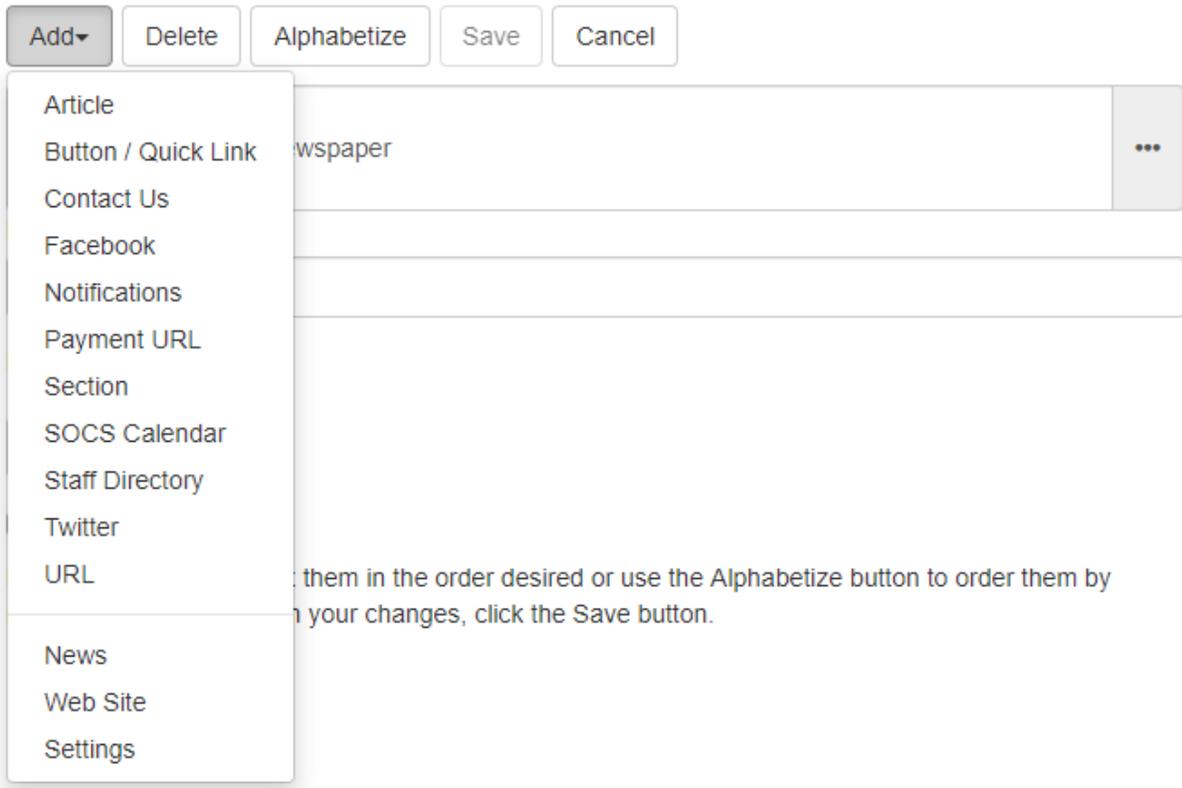
**Featured News**

Active?

**Drag & drop items** to put them in the order desired or use the Alphabetize button to order them by name. When satisfied with your changes, click the Save button.

App in the Stores comes standard with News, Notifications, Calendar, Social Media, Contact Us, Staff Directory, Web Site, and Settings.

**Add:** Allows you to create new links. Your App image to the right provides you with a preview as you are adding your link.

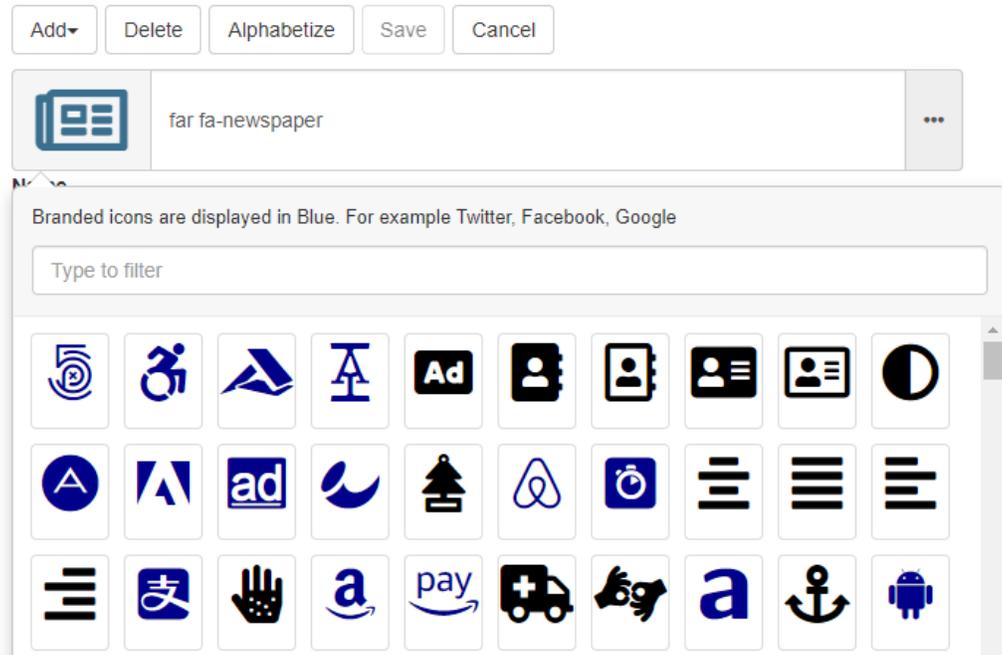


Article, Button/Quick Link, Contact Us, Notifications, Section, SOCS Calendar, and Staff Directory options supply you with a quick add dropdown of your existing data within your SOCS site.

Facebook, Twitter and URL will need the URL entered for the site you are redirecting to. These links will be redirected within the App.

Payment URL will redirect outside of the App.

Select the **icon** for your link. SOCS uses icons from Font Awesome. Use the filter to search for icons relating to your link. Branded icons are displayed in blue.



Enter the **Name** of the link.

Select the **quick add dropdown** of your existing data within your SOCS site or enter the **URL** for your Link.

**Name**

  
**Button / Quick Link ID** required  
  
 Active?  

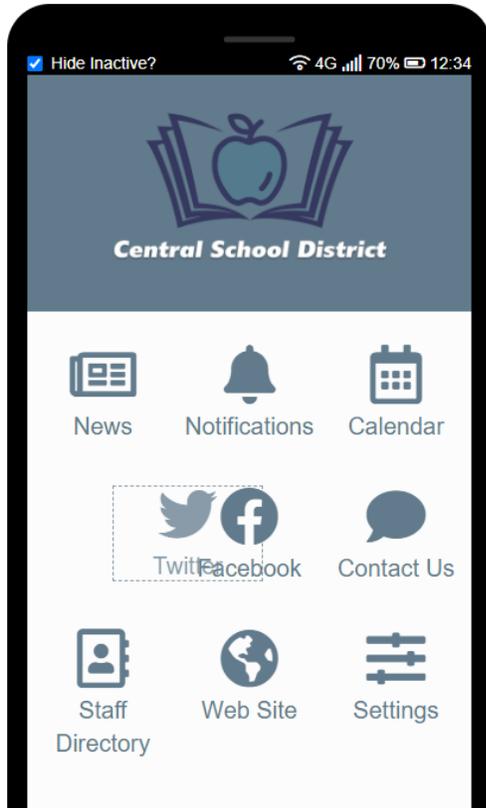
**Drag & drop items** to put them in the order desired or use the Alphabetize button. When satisfied with your changes, click the Save button.

- Menus
- Careers
- District Calendar
- Employment Forms
- Enrollment Center
- The Campaign
- Donate

Select **Test Link** to preview.

Make sure **Active?** is checked. You may want to inactivate a link rather than delete if the link is reoccurring.

**Drag & Drop** the icons to change the order. Select **Alphabetize** to quickly reorder your icons. Select the checkbox **Hide Inactive?** in the top left corner to toggle active and inactive links.



Edit an existing link by selecting the link in the preview. Make your changes and save.

**Delete:** You can delete links by highlighting the link on the preview and selecting delete.

**Save:** After making changes be sure to select save.

**Cancel:** Reverts back to your latest saved version.