



## Setting up your business dashboard

Tags: **ACG**

This article will help you ensure your Business dashboard is personalized and ready for inviting members. As your team gets ramped up, the Business dashboard is where you'll monitor and manage your teams.

### Getting started

1. Click **Manage your team** at the top of your ACG dashboard to access your [Business dashboard](#).
2. Click **your avatar**, then click **Settings** from the drop down list.
3. From the Organization Settings page, you'll have the option to update your organization's details as follows:
  - In the Details Plan tab, view your plan details including Seats in use and Subscription end date.
  - In the Organization Logo tab, upload your logo. This allows you to personalize your page and team invites.

**Note:** You can always update your organization's details in the future if your logo changes.

- In the Customize Invitations tab, personalize the message in your team invites. The text box allows you to add a unique note to your Student, Admin or Team Coordinator. We recommend including the following:
  - Why you're inviting them
  - What the company's goals are in providing this education
  - Who they can reach out to with questions

**Tip:** Feel free to include links to company boards or documentation to help get your learners excited about building their cloud culture.

- In the Invitation Settings tab, choose whether to copy an invite link. You can also deactivate old links and add new links within this same tab. A link is an easy way to add learners to your organization.

The screenshot shows the 'Organization Settings' page for A Cloud Guru. At the top left, there is a logo and text: 'A Cloud Guru' and '360 User Licenses - Valid until 30 July 2019'. The main heading is 'Organization Settings'. On the left, there is a sidebar menu with options: 'Details', 'Organization Logo', 'Seat Limit', 'Customize Invitations', and 'Invitation Settings' (which is highlighted). The main content area is titled 'INVITE LINKS' and contains the following text: 'Another easy way of adding users to your organization is by sharing of an Invite Link.' Below this is a 'Please Note' box: 'Please Note: Anyone who receives this link can join your organization, so please share these wisely.' Underneath, it says 'Active Invite Links' and shows a single link: 'https://acloud.guru/join-organization/1461208753%3AeyvcmdJZCIBjZMGZkYjQlWjJkZjA3My02...'. To the right of the link are 'Copy' and 'Deactivate' buttons. At the bottom of the link list, there is a '+ Add Invite Link' button.

**Important:** Share your link cautiously as unsolicited users can also join using the link.

Now that you have your organization settings down, it's time to get your team organized. Head back to [Admins - Getting started](#) to learn more.

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If you need help, please contact [Pluralsight Support](#).