

Reorder My Workspace Links

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Reorder My Workspace Links:

1. Go to **My Workspace** > **My Workspace Links**.
2. At the bottom of the page, there are separate lists for **Building Services** and **Tenant Tools**. Select the desired link and move the link up or down on the list using the arrows.

Note:

- The order of the links correlates with how they are displayed on the **My Workspace** page.

3. Click on **Save**.

The screenshot shows a user interface for reordering workspace links. It consists of two main sections, each with a list of links and a set of up/down arrows for reordering. A 'Save' button is located at the bottom left.

Building Services Links:

- Weight Watchers Support Group
- Brian Employees**
- Lease Intelligence Demo
- LI DEMO
- rCash
- Change a Light Change the World Pledge
- Commuter Club
- FedEx

Tenant Tools Links:

- Hikers Club
- Emergency Planning and Awareness
- Bus Routes
- Sig Alert**
- Los Angeles Phone Book
- Entertainment
- Movie Listings

Save