

Dashboard

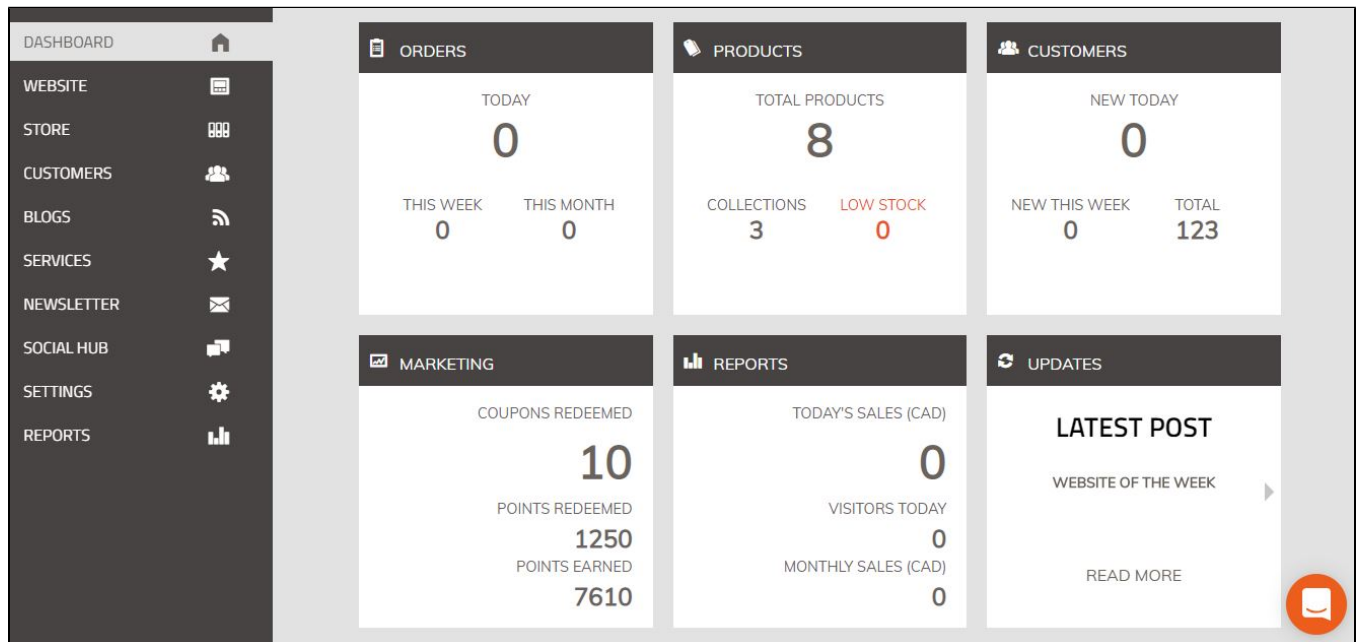
Dashboard features

The **DASHBOARD** is the homepage of the Workspace.

On the **DASHBOARD**, you will find information about

- orders
- products
- customers
- marketing
- reports, and
- updates.

This is what the **DASHBOARD** looks like.



Access the dashboard

You need to login to the website to access the **DASHBOARD**.

1. Go to **/admin**
2. Enter your login credentials.
3. Click **LOGIN**.

This is what the login page looks like.



Registered Users

Enter your email and password to sign in.

Email Address *

Password *

Password is case sensitive

LOGIN

[Forgot your password? click here](#)

Not Registered?

Register now to take advantage of the following features:

- Manage your profile and orders
- Access members-only content and special offers

REGISTER NOW

After logging in, you are taken to the Workspace.

Information on the dashboard

The **DASHBOARD** gives you a brief overview of the recent activity of the website.

This list provides details about the information found on the **DASHBOARD**.

- **ORDERS** - orders today, this week, and this month
- **PRODUCTS** - total number of products, total number of collections, and number of products low in stock
- **CUSTOMERS** - new customers today, this week, and this month
- **MARKETING** - discount coupons redeemed, loyalty points redeemed, and loyalty points earned
- **REPORTS** - total visitors today, sales today, and average time spent on the site
- **UPDATES** - the most recent posts from the Webware blog



Read about each of the sections of your Workspace [here >](#)

Related articles

- [Build, save, and view the site](#)
- [Dashboard](#)
- [Get started with workspace](#)
- [Help Access in Your Workspace](#)