

**Customization & Enhancement Guide**

**Using This Document**

These simple customizations are required for full functionality of the All Birthdays Reminder.

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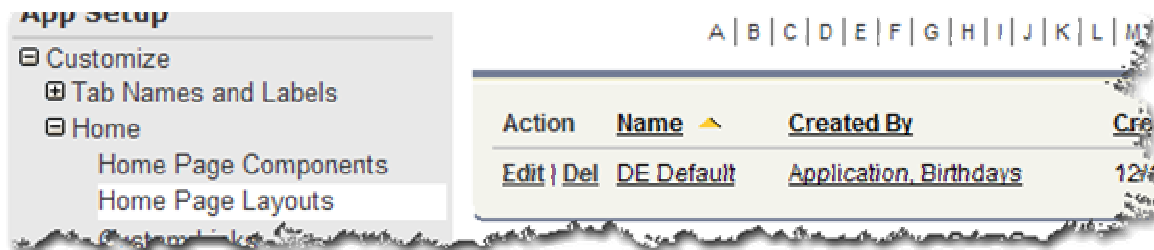
**1. Add the Upcoming Birthdays Component to Your Home Page Layout(s)**

**What:** Update Home Page Layouts with Upcoming Birthdays Component

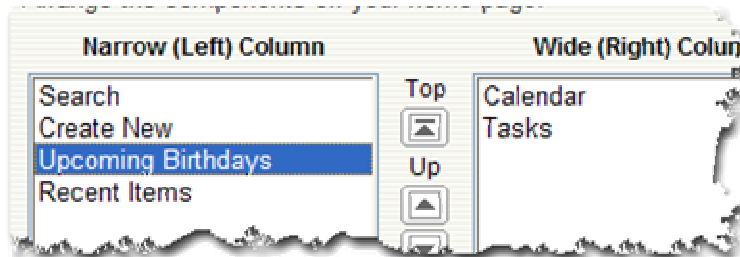
**Why:** Required for viewing the list of birthdays within the side-bar of the Salesforce application.

**How:** Update Home Page Layout(s)  
The Home Page Layout is modified by going to: **Setup > Customize > Home > Home Page Layouts**

The page will display all the Page Layouts for the Home tab - click the **Edit** located on the left-hand side of the Home Page Layout name.



Check the box next to **Upcoming Birthdays** under the section of the page reading "Select Narrow Components to Show." Click **Next**. Use the selectors to move the Upcoming Birthdays component to the top of the page or into whatever order makes sense for the page layout.



Click **Save**

**Note:** If your organization uses multiple page layouts for the Home tab you may have to repeat the above steps for each page layout.