The **Toolbar** contains elements that remain static and are available to the user at all times.

The **Log In Menu** in the top menu toolbar, provides you with several options related to your profile. The **RMS Logout** is also available in the menu.

Clicking the **Add New Content** button displays options based on your role permissions for creating content such as new Pre-award records.

The **Left Navigation Menu** provides access to research process and administration tools. The options that appear depend on your role and permissions.

The **Dashboard** **Things to do** section is where you will find records that are in progress and need your attention. The **Recently edited** list displays records recently edited by you.

The profile **Edit** feature is located in the **Dashboard Header**.