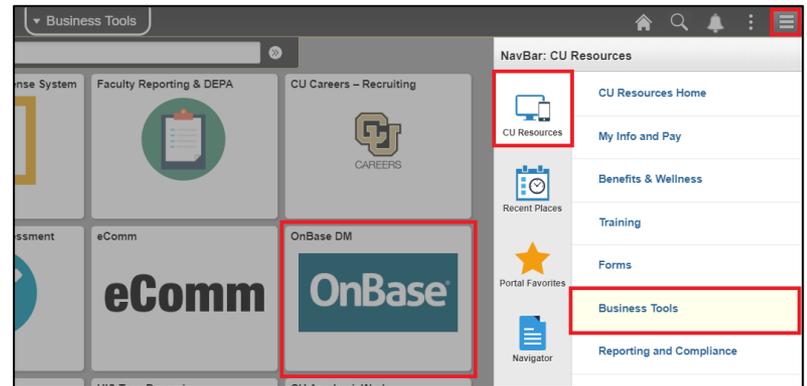


OnBase Clients

Access Web Client

Using any browser:

- Login through your campus portal
- Navigate to Business Tools by:
 - Using the central drop-down list
 - Using the NavBar
- Select the OnBase DM tile
- OnBase Web client will open in a new window



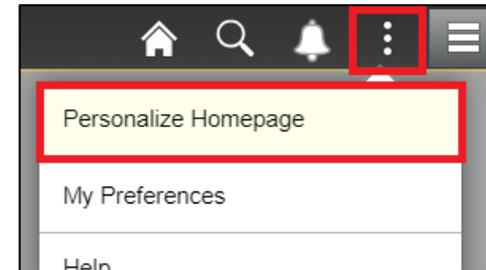
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Add OnBase Tile to Homepage

From your CU Resources Homepage:

- Click to open the menu and choose Personalize Homepage
- Click the Add Tile button in the upper right corner
- Select OnBase DM under Business Tools.
- Drag to the desired location and Save.



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