


# Overview Layout

Last Modified on 02/02/2024 11:25 am CST

Exciting news! Our ConnectBooster Support documentation is moving to a new location. Be sure to bookmark the new link below.

<https://help.cb.kaseya.com/help/Content/0-HOME/Home.htm>

The Overview Layout allows you to modify the overall view of your Overview page by hiding and moving the available widgets. Each section can be dragged to reorganize the order in which they will appear by clicking and dragging the  icon to the left each section, or you can choose to hide them from view. These include:

- **A/R by Company**

**A/R by Company**

A/R by Company

Total Balance	Total Past Due	Open Invoices	Companies
\$131,092.08	\$131,092.08	21	7

Search A/R by Company

Company Name	Open Invoices	Balance	Past Due
Area Sports Center	2	\$14,875.00	\$14,875.00
F12 Test Company	2	\$14,762.50	\$14,762.50
Carlini Company	4	\$12,129.25	\$12,129.25
SMO Design	1	\$6,740.00	\$6,740.00
Problems Search	1	\$2,575.00	\$2,575.00
MS Company	1	\$2,000.00	\$2,000.00
A. S. Baker Company	2	\$200.00	\$200.00

All Customers

**About**

This section shows aggregate values of all your Accounts Receivable, including: Total Outstanding Balance, the total balance of all open invoices, Total Past Due, the total balance of all past due invoices, Open Invoices, the count of all open invoices, and Companies, the count of companies that have an open invoice balance. The company list allows you to search and sort companies with open A/R. To view all customers, navigate to the Customers page from the site navigation or "All Customers" button, or use the global "Find Customers" customer search.

**Hide or Show**

Display A/R by Company on the Overview page.

**Widget Width**

Medium

- **Highest Balance**

**Highest Balance**

Highest Balances

**About**

A visual representation of the top six customers with past due and total due balances.

**Hide or Show**

Display Highest Balance on the Overview page.

**Widget Width**

Medium

- **Synchronize Status**

**Synchronize Status**

Synchronization Status

Icon	Sync Date	URL	Status
	01-02-2024 11:04 AM	Business (108.2%)	Finished
	01-02-2024 11:04 AM	Business (108.2%)	Finished
	01-02-2024 11:03 AM	Business (108.2%)	Finished

**About**

The three latest synchronizations are shown in this section. Details include: Sync Date, the time and date the synchronization ran, Status, the status of the sync, possible values are Success, Running and Failed, and Output, when available, a download of the output is listed.

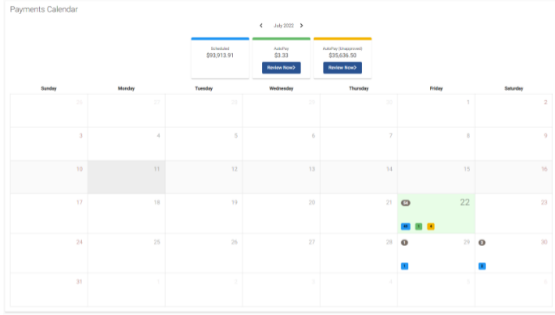
**Hide or Show**

Display Synchronize Status on the Overview page.

**Widget Width**

Medium

- **Payments Calendar**



### About

The calendar lists any upcoming payments on the day they are scheduled. This includes scheduled payments and AutoPay. Note, only invoices in the system will display on the calendar. Both unapproved and approved AutoPay will be shown - please see AutoPay setup for more information on AutoPay approval.

### Hide or Show

Display Payments Calendar on the Overview page.

### Widget Width

Medium