

# Vendor Main Page

## Main Dashboard

Your dashboard is the first thing you see after logging in, and it is your home base for everything in the portal. It displays a card for each section that has been enabled for your account.

Each card shows:

- An icon representing the section
- The section name and a short description
- A blue number badge showing how many items are currently waiting for you (shown on Work Orders and Checklists)

Click any card to jump straight into that section. The navigation bar at the bottom of every page has a home icon to bring you back to the dashboard at any time, and a sign-out icon to log off when you are done.

## The sections you may see on your dashboard:

Section	What it is for
Work Orders	View and act on jobs assigned to you by your administrator
Checklists	Complete task-based checklists, sometimes tied to a specific work order
HSE Forms	Submit required health, safety, and environment compliance forms
Files	Manage your insurance certificates and compliance documents

---

Revision #8

Created Sun, Nov 29, 2020 10:18 PM by [Jeff Thornhill](#)

Updated Thu, May 28, 2026 9:52 PM by [Jeff Thornhill](#)