

Using the B.O.B. Dashboard

Use the Dashboard as your meeting-readiness summary, then follow the highlighted next action.

Open B.O.B.	>	Dashboard	>	Review status	>	Continue
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What the Dashboard does

The Dashboard summarizes your saved profile, preferred devices, hardware readiness, and detected meeting applications. It does not replace the Hardware or Applications screens.

First-time dashboard walkthrough

1

Open B.O.B.

Launch B.O.B. The Meeting App. Accept the EULA if this is your first launch. The main window opens to the Dashboard.

2

Review your profile

Confirm your name and profile details. If anything is missing, open Profile, make the correction, and select Save.

3

Check Preferred Settings

Review the saved camera, microphone, and speaker shown on the Dashboard. A named device is easier to verify than Windows Default.

4

Follow the next highlighted action

Use the illuminated action button or the sidebar to continue to Hardware when a scan or device test is needed.

5

Review meeting applications

Open Applications to confirm whether Teams, Zoom, Meet, Webex, or Slack is currently detected.

Important - B.O.B. Free

B.O.B. Free saves your preferred-device plan and detects meeting applications. It does not push those selections into Zoom, Teams, Meet, Webex, or Slack. Confirm the same devices inside each meeting application.

How to read the Dashboard

Profile The person and local B.O.B. profile currently in use.	Preferred camera The camera saved from the Hardware screen.
Preferred microphone The microphone saved from the Hardware screen.	Preferred speaker The playback device saved from the Hardware screen.
Hardware status Whether devices were found during the most recent scan.	Application status Whether supported meeting applications appear to be running.

Success checklist

✓	Your profile is saved without an error message.
✓	The Dashboard shows the same named devices selected under Hardware.
✓	A hardware scan has completed and the microphone/camera tests work.
✓	Running meeting applications appear on the Applications screen.
✓	You have confirmed the same devices inside the meeting application itself.

Closing versus quitting

Closing the main window leaves B.O.B. available in the Windows system tray. To exit completely, right-click the B.O.B. tray icon and select Quit.

If the Dashboard looks outdated

Return to Hardware, select the devices again, save, and then return to Dashboard. If the values still do not refresh, quit B.O.B. from the tray and reopen it.