

# Activity Dashboard - Start Here

Last Modified on 06/16/2026 9:18 am CDT

Tool Search: Activity Dashboard

The Activity Dashboard allows primary and secondary activity owners to manage their activities and rosters. Users with proper tool rights can create and submit proposed activities for approval.

## How-To Guides

### Manage Activities

- [View activities](#)
- [Create an activity proposal](#) | [Video](#)
- [Copy activities](#)
- [Update or change activity forms video](#)
- [Cancel or delete an activity](#)

### Manage Registrations and Rosters

- [Process registrations video](#)
- [Manually add students](#) | [Video](#)
- [Remove or transfer students](#)
- [Refund payments](#)
- [Manage waitlists](#) | [Video](#)
- [Post to Course/Section](#)
- [Accept or decline a document upload](#)

## Reference

- [Activity Proposal Processes](#)
- [Preapproval Configuration](#)
- [Forms Setup](#)
- [Tool Rights](#)
- [Activity Registration Ad hoc Reporting fields](#)