



General Usage Help for SAS[®] Viya[™] 3.2 Web Applications

Settings

Edit user preferences or customize accessibility settings for all SAS web applications. Some of the settings discussed in this topic might not be available for your product. In addition, your product might have other settings that are not listed here. Refer to your product's documentation for any additional settings that you might need to set. Changing these settings does not impact other users. To access these settings, click your name in the application bar and select **Settings**.

General

The browser locale indicates the geographic region whose language and conventions are used in the applications.

Illuminate is the default theme. In the **Theme** setting, you can select **Choose a theme**, and then select another theme from the drop-down list, if available, to change the look of the applications. The Theme change takes affect after you close the **Settings** window.

If you want messages to display that you previously asked not to display, click **Reset Messages**. By default, all warnings and confirmation messages are displayed.

Accessibility

Several settings in the **Accessibility** section can assist people who rely on assistive technologies.

- Select **Enable sounds** to hear audio indicators.
- Select **Enable visual effects** to show animations that indicate state changes. For example, if this setting is enabled when you delete an item, a subtle animation is shown when you remove the item.

- Prevent data from flowing into adjacent columns by clearing the **Rearrange column content when space is limited** option. This enables screen readers to navigate tables more consistently.
- Selecting **Invert application colors** can make the user interface easier to see. You can also use the Ctrl+` (Ctrl+back quote) keyboard shortcut to toggle the application colors.
- The focus indicator is an outline that indicates which user interface component is active. You can make the focus indicator easier to see by selecting **Customize the focus indicator settings** and adjusting the color, thickness, and opacity.

You can access a list of landmarks by using one of the following keyboard shortcuts:

- For Microsoft Windows, press Ctrl+F6.
- For Mac, press Command+F6.

Search

There are two types of search fields. One search field filters a visible list of items and another search field that returns a list of results based on information that you enter. Depending on your product, you might have one or both of these types of searches available to you. The following information is for the search field that returns a list of results and is available in the application bar. Once you enter a search term, a new window appears with a set of search results that you can further refine.

Find an item by entering text in the search field. The following operators are supported:

- plus (+) sign. Place the + operator before a term to designate it as required in the search results. For example, entering *2015 +2016* returns any item that contains *2016* and might also contain *2015*. Items that contain both *2015* and *2016* are returned in the search results and are ranked higher than items without *2015*.
- minus (–) sign. Place the – operator before a term to exclude it from the search results. For example, entering *+2015 –2016* returns any item that contains *2015* except for those items that also contain *2016*.
- asterisk (*) as a wildcard.
- quotation marks. To see search results that include only the search terms exactly as you entered them, add quotation marks around the terms.

Here are some considerations for searching:

- You can use any character in a term.
- Search terms are not case sensitive.
- If you include an operator as part of the search term, it must be indicated as such by prefixing it with a backslash (\) character. The backslash prefix prevents these characters from being interpreted as operators. If you try to use the backslash prefix with a character that is not one of the operators listed above, this action is considered an error.
- By default, search results are sorted by relevance. You can change the sort order so that results are sorted by title or date instead.
- You can also filter search results by type, by who last modified the item, or by date modified.
- Search results are not ranked by the number of matches in an item.