



Zoho Corporation

Z O H O

Changing basic settings

After creating your space, you have the flexibility to modify settings such as the name, description, URL, and even add a logo image for your space. This logo image will be visible when your space is listed in the spaces list.

The maximum size of the logo image that can be uploaded is 10 MB.

To change basic settings:

1. Navigate to your space and click Manage, then click Settings.
2. Go to the Basic tab.
3. Enter a new name, description, or URL.
4. Click Update to save your changes.
5. To add a logo, click the Camera icon ()
6. Choose an image from your device and click Update.

