



Rename a Workspace

^ Table of contents

- **The first option:**
- **The second option:**
- **The third option:**

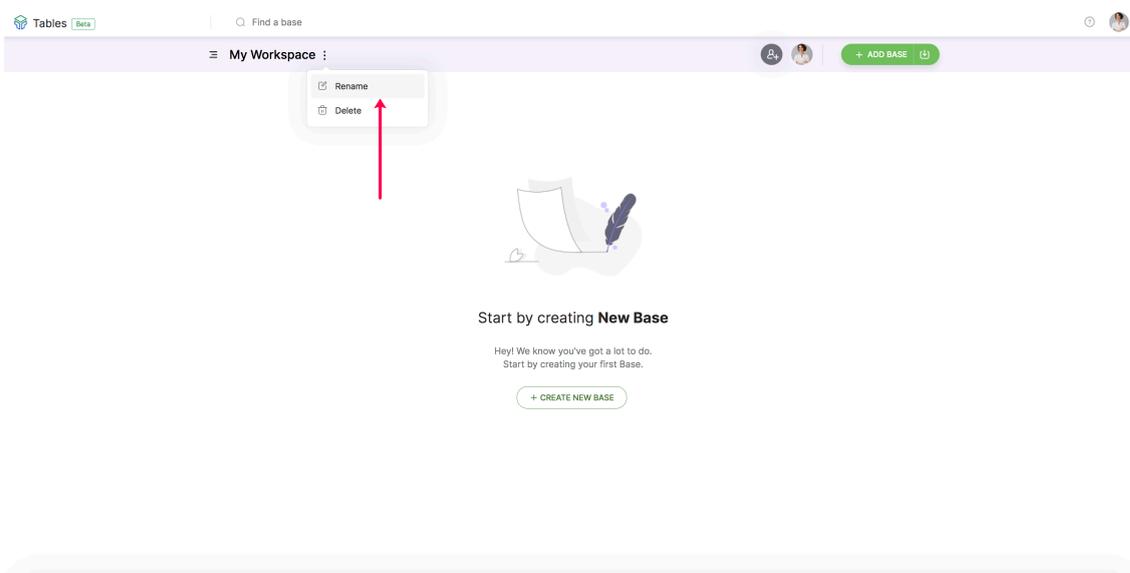
'**My Workspaces**' is a section where you can view the list of workspaces that you have created.

By default, a new workspace created will be named "**Workspace 1**" or "**Workspace 2**" as per the order.

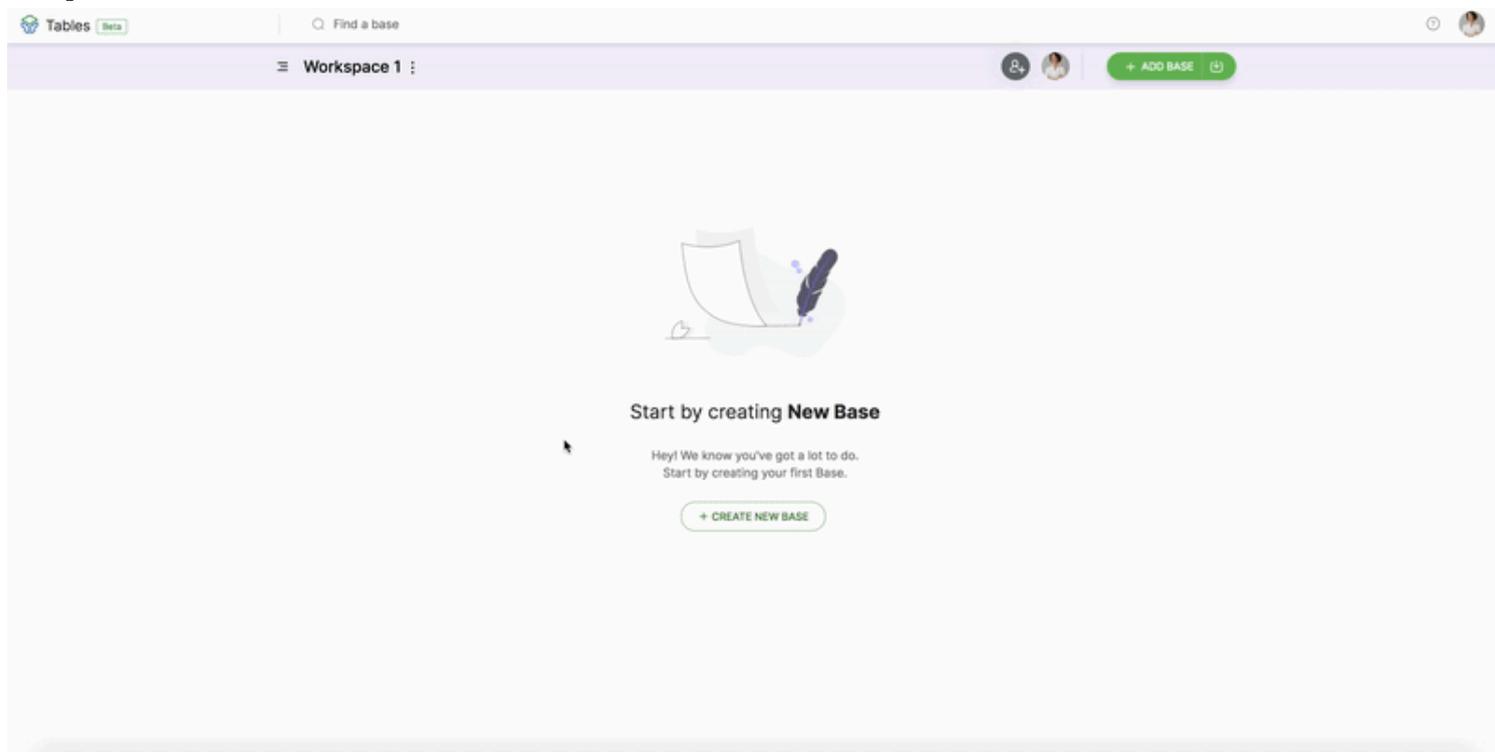
It is possible to rename your workspace in three different ways.

The first option:

Click on the three dots (**More Options**) next to your Workspace name, and select the **Rename** option.

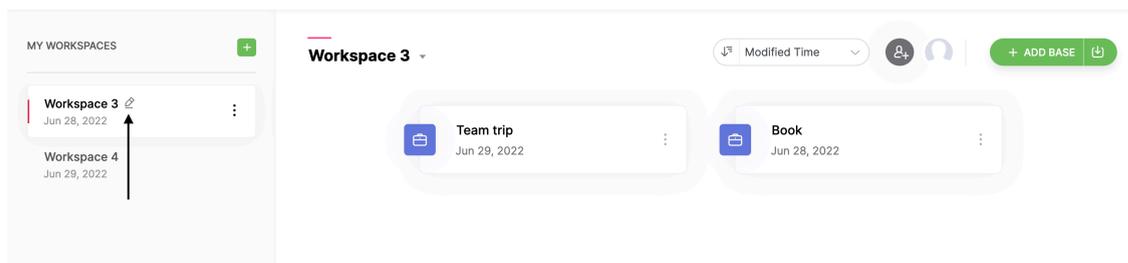


The process is shown in the Gif below:

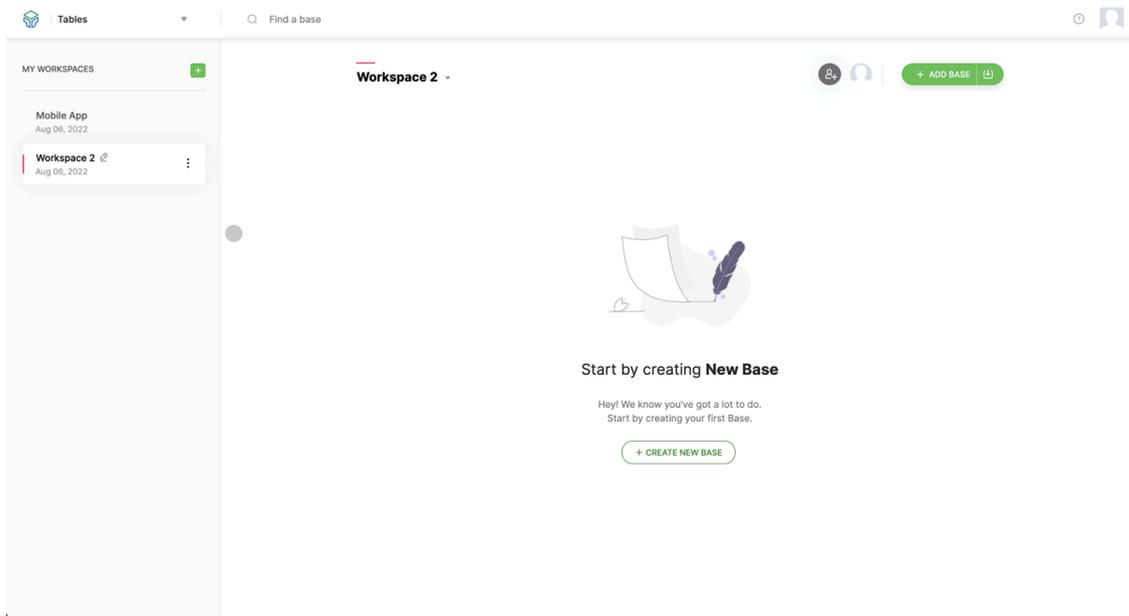


The second option:

Click the **Pencil icon** that appears when you hover your mouse over the Workspace name and **Rename** it.

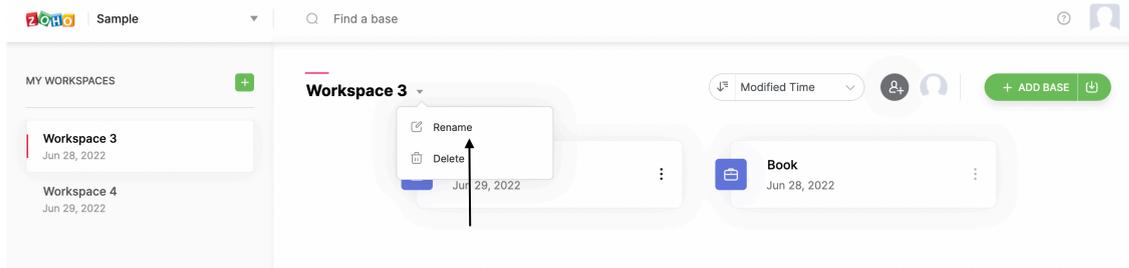


The process is shown in the Gif below:



The third option:

Click the **down arrow button** beside your workspace name **at the top** and select the **Rename** option.



The process is shown in the Gif below:

