

# WalkMe for Up-Front Data Gathering

## Brief Overview

You are able to track general information for the DAC Dashboard before WalkMe content is available.

## Steps to Tracking Information

Access Systems and the extension set up in the Admin Space on [eu-dap.walkme.com](https://eu-dap.walkme.com), then follow the steps below:

- Create a new system that you want to use to track WalkMe information with.
- Update the extension for that system to include the relevant URLs.
- Impersonate the new system's Editor and assign a [unique user ID](#). You can start with a WalkMe ID, but the numbers may be inflated.
  - It is recommended to use the IDP integration for the user identifier
  - Make sure to publish the Editor settings in Test/Production
- Log in to [eu-analytics.walkme.com](https://eu-analytics.walkme.com) and assign yourself access to the new System(s) under "[User Management](#)".
- When you log in to [eu-insights.walkme.com](https://eu-insights.walkme.com), you will see the Digital Adoption Center [Dashboard](#) with a list of all of the systems and new metrics

Please note:

- If you're looking to be able to login to the individual system's Insights and see DXA information, then you will need to impersonate the new system's Editor and enable DXA.
- This information is only relevant when you impersonate an individual system in Insights.
- You can also utilize the new [Business Productivity Dashboard](#) as long as the IDP integration is used for the unique user ID in each system.