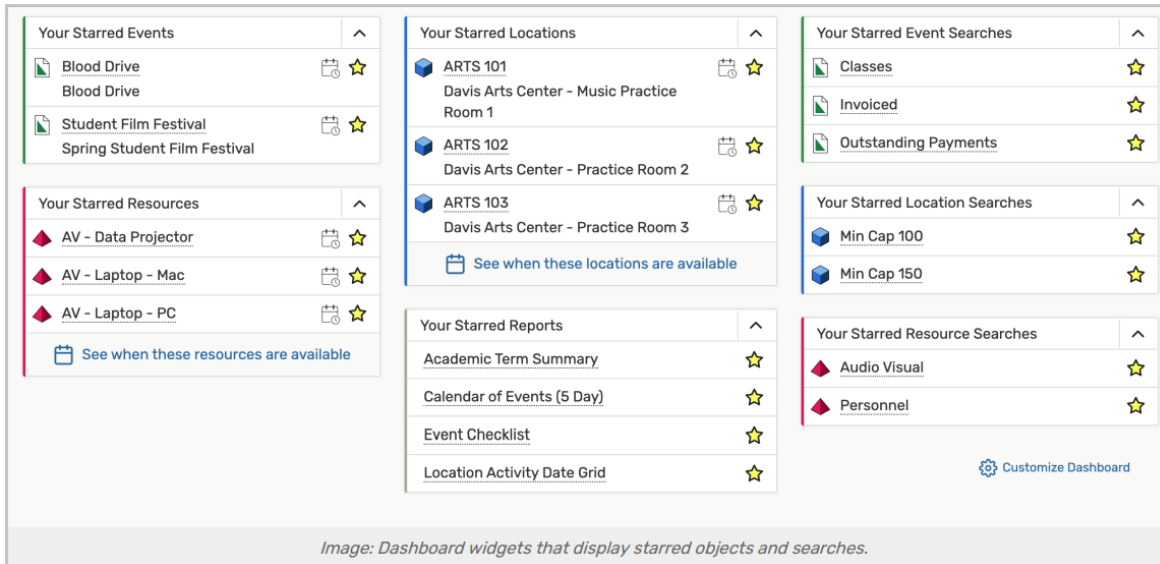




## USING FAVORITES AND STARRED ITEMS

Starring your favorite events, locations, resources, organizations, contacts, searches, and reports gives you quick access to the objects you work with most often.



- A filled star icon next to an item indicates the item is currently a favorite
- Tap or click the filled star icon to remove that object from your favorites
- Tap or click the empty star icon to add that object to your favorites

Starred events, locations, resources, organizations, and contacts are available in a default pre-defined group listed in the Saved Searches choices in the Search section.

