

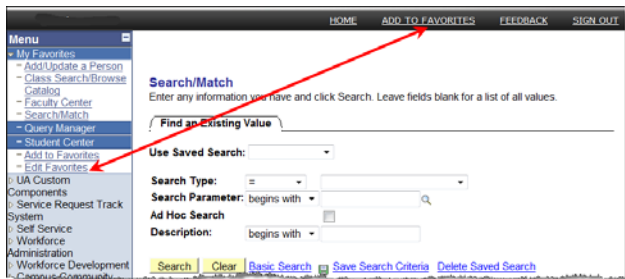
Creating Favorites

Frequently used ISIS *pages* can be set as **Favorites** for quick and easy access without using the full navigation path.

Favorites are saved as part of your user id, not the browser, so they are available to you from any computer that can access ISIS.

NOTE: Only ISIS *pages* may be saved as favorites.

1. Navigate to the ISIS *page* you want to create as a favorite.
2. Click the [Add to Favorites](#) link in the top right of the page, or on the link in the left-side menu.




3. After clicking either [Add to Favorites](#) link, another window opens allowing you to edit the description of that page.
 - You may change the page name to anything you choose; you are the only user who will see it.
4. Your selection now resides in the **My Favorites** folder in the left-side menu.
 - Click the **My Favorites** folder to view and use your saved favorites.
 - Click the desired Favorite from the list.

Editing Favorites

Click the [Edit Favorites](#) link to alter or delete a **Favorite** you have already created. Below are your editing options:

- Edit the Name of the Favorite
- Edit the Sequence Number
- Delete the Favorite

1. Click  to save your changes.
2. Your changes are now reflected in your **My Favorites** folder.

Creating Personalized Start Page

You can personalize your entry into ISIS by selecting a specific page to open when logging in.

1. Navigate to the ISIS page you want as your entry point.
2. Click [Add To Favorites](#) in the top navigation bar.

ADD TO FAVORITES

3. Highlight the name of the designated page.
4. Type **START** in the field.

Add to Favorites

Please Enter a Unique Description for this Favorite

*Description:

5. Click .

NOTE: This field is *not* case sensitive, but will only function correctly with the single word. *No variations will work.*