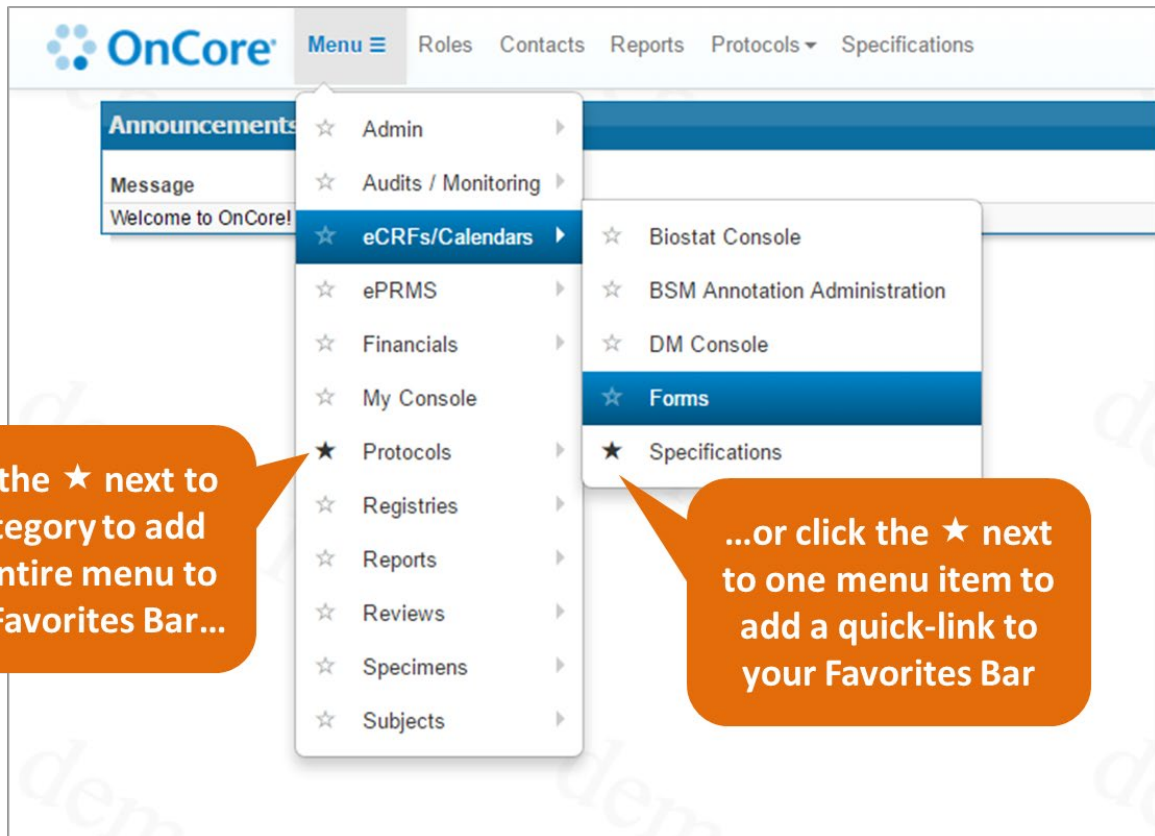


# SET UP YOUR FAVORITES BAR

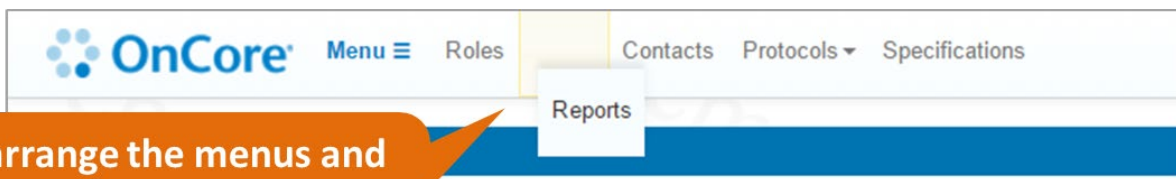
**Description:** All of the menus and tools that you have access to appear under the main **Menu**. You can easily select your most-used items from the main Menu and add them to the middle of menu bar to create a “favorites” bar.

## CUSTOMIZE THE FAVORITES BAR

1. Click on the main **Menu** icon.
2. Click the **star** next to any menu or item listed to add it to your **Favorites Bar**.



3. Once you have items in your Favorites Bar, you can drag and drop the items to reorder them.



[CLICK HERE FOR VIDEO DEMO](#)