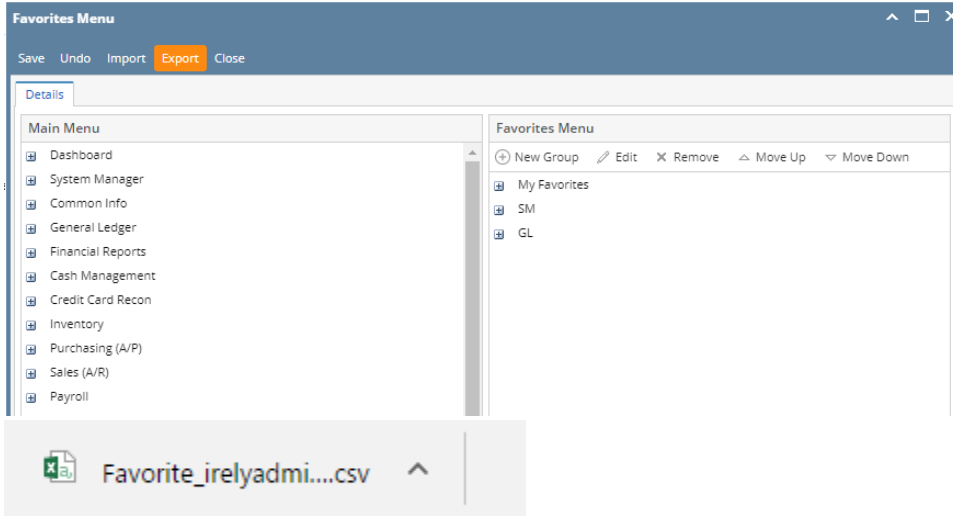
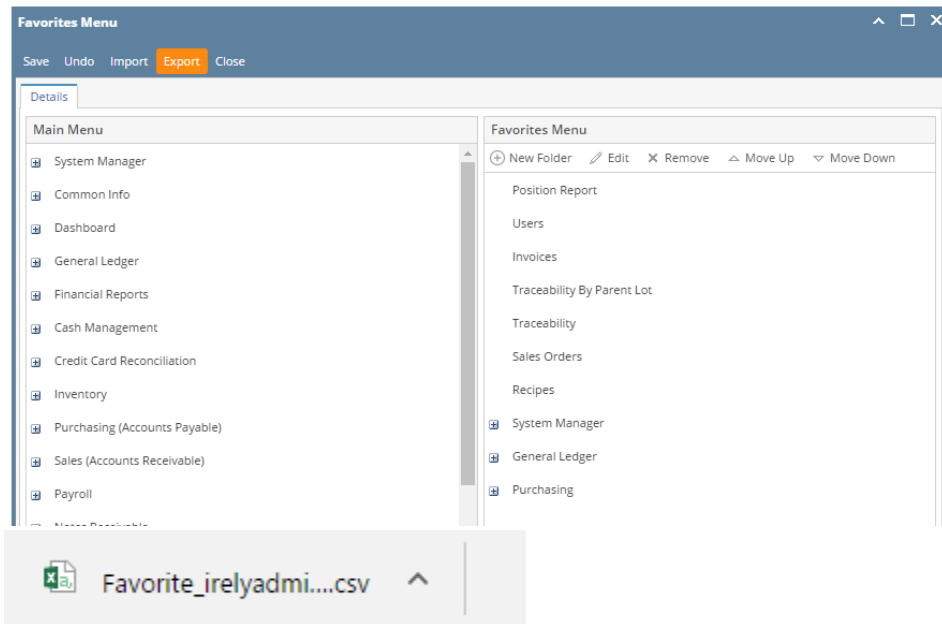


How to Export Favorites List

1. Log in on i21
2. Click the Home button at the top most part of the navigation menu
3. Click the **Customize** hyperlink to open the Favorites Menu screen
4. Click the **Export** button to download the list. A csv file will be downloaded.

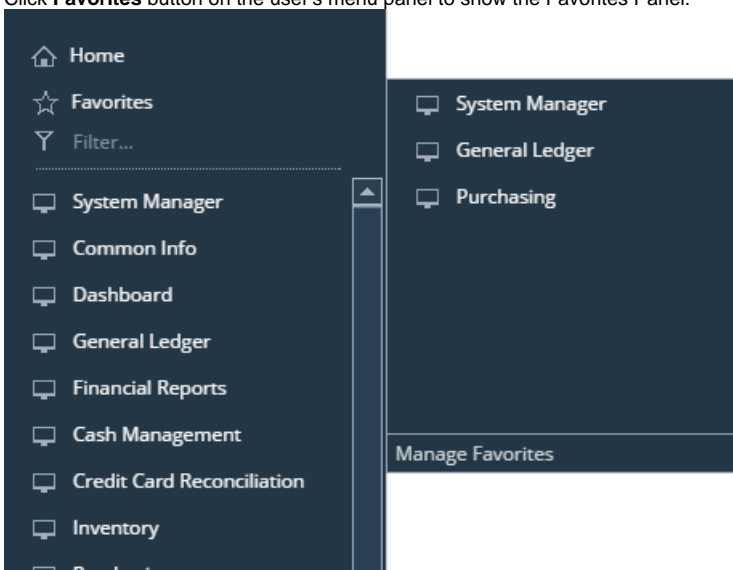


1. Log in on i21
2. Click the username on menu header then select **Manage Favorites** menu
3. Click the **Export** button to download the list. A csv file will be downloaded.

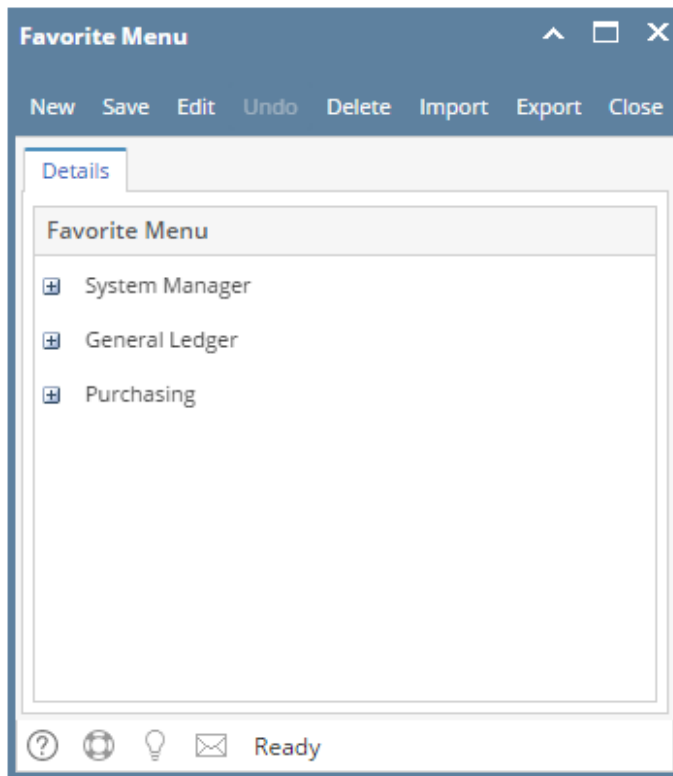


1. Log in on i21

2. Click **Favorites** button on the user's menu panel to show the Favorites Panel.



3. Click **Manage Favorites** button to open the **Favorites Menu** screen



4. Click the **Export** button to download the list. A csv file will be downloaded.

