
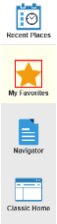
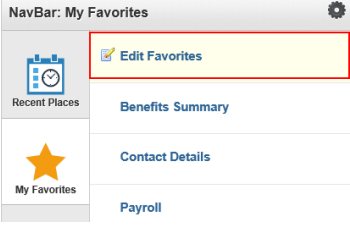
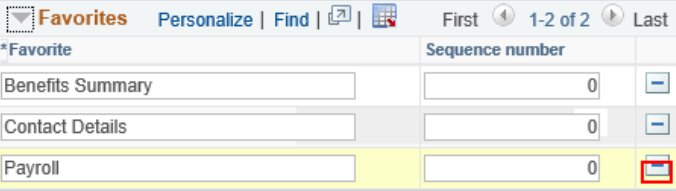
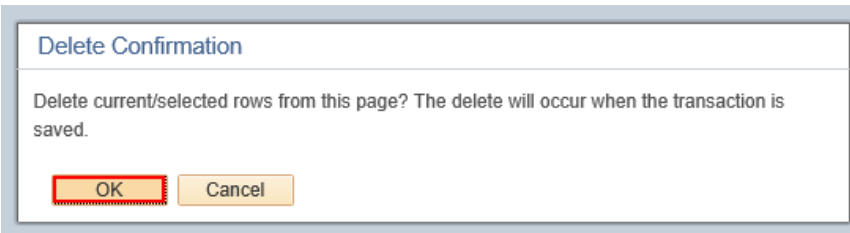
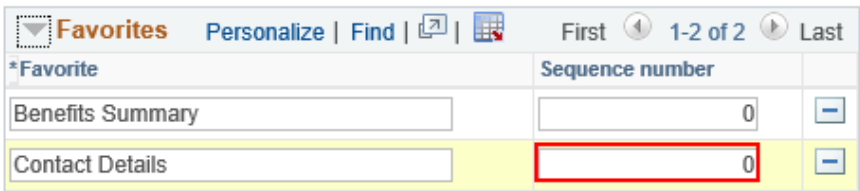
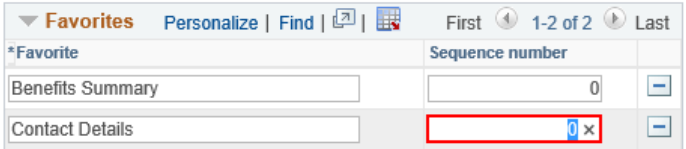
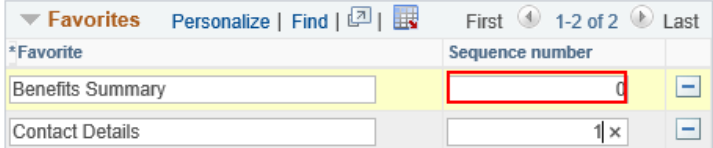




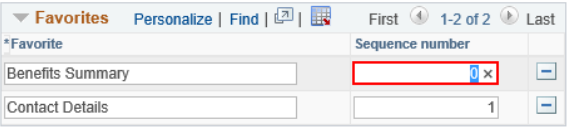


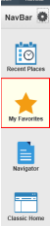
Editing Favorites from the NavBar

Step	Action
1.	<p>Click the NavBar button.</p> 
2.	<p>Click the My Favorites button.</p> 
3.	<p>Click the Edit Favorites menu.</p> 
4.	<p>The Edit Favorites page displays. This page is a classic page.</p> <p>You will use the minus button to delete the Payroll favorite.</p>
5.	<p>Click the Delete row button.</p> <p>Click the Save button after editing or deleting favorites.</p> 

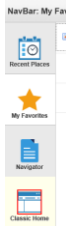



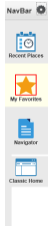
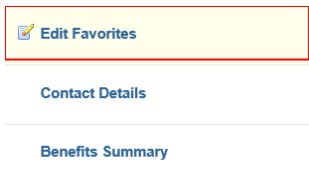


Step	Action
6.	<p>Click the OK button.</p>  <p>The dialog box titled "Delete Confirmation" asks: "Delete current/selected rows from this page? The delete will occur when the transaction is saved." It has "OK" and "Cancel" buttons. The "OK" button is highlighted with a red border.</p>
7.	<p>Noticed the Payroll favorite no longer appears. You still have two favorites: Benefits Summary and Contact Details. These display by default in alphabetical order.</p> <p>You will change the display order so that Contact Details displays above Benefits Summary. To do so you will change the values in the Sequence number field of each favorite.</p> <p>You will assign 1 to Contact Details and 2 to Benefits Summary.</p>
8.	<p>Click in the Sequence number field.</p>  <p>The screenshot shows a table with two rows: "Benefits Summary" and "Contact Details". Both have a "Sequence number" of 0. The "Contact Details" row is highlighted in yellow, and its "Sequence number" field is highlighted with a red border.</p>
9.	<p>Enter the desired information into the Sequence number field. Enter a valid value e.g. "1".</p> <p>Click the Save button after editing or deleting favorites.</p>  <p>The screenshot shows the same table as in step 8. The "Contact Details" row is highlighted in yellow, and its "Sequence number" field is highlighted with a red border. A red "X" icon is visible next to the field, indicating an error.</p>
10.	<p>Click in the Sequence number field.</p> <p>Click the Save button after editing or deleting favorites.</p>  <p>The screenshot shows the same table as in step 8. The "Benefits Summary" row is highlighted in yellow, and its "Sequence number" field is highlighted with a red border. The "Contact Details" row now has a "Sequence number" of 1, also highlighted with a red border.</p>

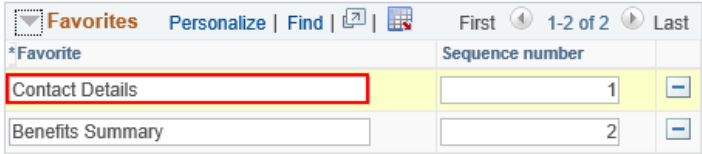
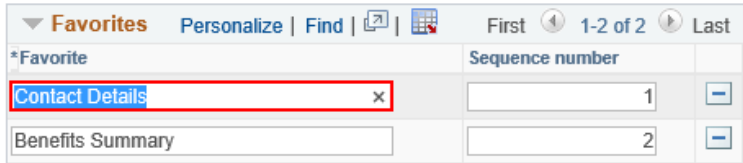


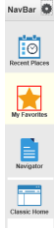



Step	Action
11.	<p>Enter the desired information into the Sequence number field. Enter a valid value e.g. "2".</p> <p>Edit Favorites</p> <p>Click the Save button after editing or deleting favorites.</p> 
12.	<p>Click the Save button.</p> 
13.	<p>Notice the order in which the favorites display has changed.</p> <p>Contact Details appears at the top and Benefits Summary at the bottom.</p>
14.	<p>Now you will navigate back to My Favorites on the NavBar to see the effects of these changes.</p> <p>Click the NavBar button.</p> 
15.	<p>Click the My Favorites object.</p> 
16.	<p>Notice the My Favorites section now displays just two favorites and Contact Details displays above Benefits Summary.</p>
17.	<p>Next you will navigate to the Classic Home page and review how favorites display.</p>



Step	Action
18.	Click the Classic Home button. 
19.	Click the Favorites button. 
20.	Notice, only two favorites display and Contact Details displays above Benefits Summary . Next you will navigate back to the Edit Favorites page using the NavBar . Then you will rename Contact Details to Email and Phone .
21.	Click the Home link. 
22.	Click the NavBar button. 
23.	Click the My Favorites button. 
24.	Click the Edit Favorites menu. 



Step	Action
25.	<p>Click in the Favorite field.</p> <p>Click the Save button after editing or deleting favorites.</p> 
26.	<p>Enter the desired information into the Favorite field. Enter a valid value e.g. "Email and Phone".</p> <p>Click the Save button after editing or deleting favorites.</p> 
27.	<p>Click the Save button.</p> 
28.	<p>Click the NavBar button.</p> 
29.	<p>Click the My Favorites button.</p> 
30.	<p>Notice, Contact Details has been replaced by Email and Phone.</p>
31.	<p>Click away from the NavBar to close it.</p>
32.	<p>Click the Home link.</p> 



Step	Action
33.	End of Procedure.