

ePACT2 User Guide

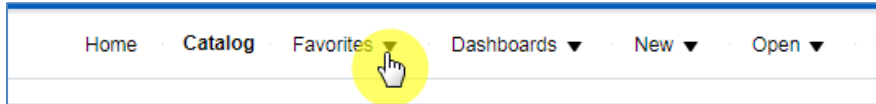
Setting up favourites

Contents

Setting up your favourites	1
Getting Help.....	3

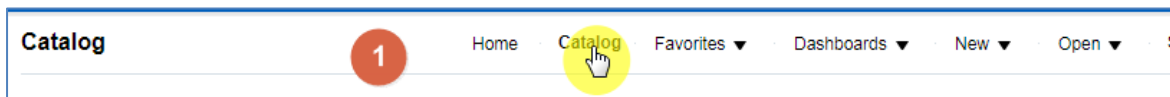
Setting up your favourites

It is possible to set content of ePACT2 as favourites, this means they will appear under your favourite tab on your account. Favourites can be found via the 'Favourite' icon

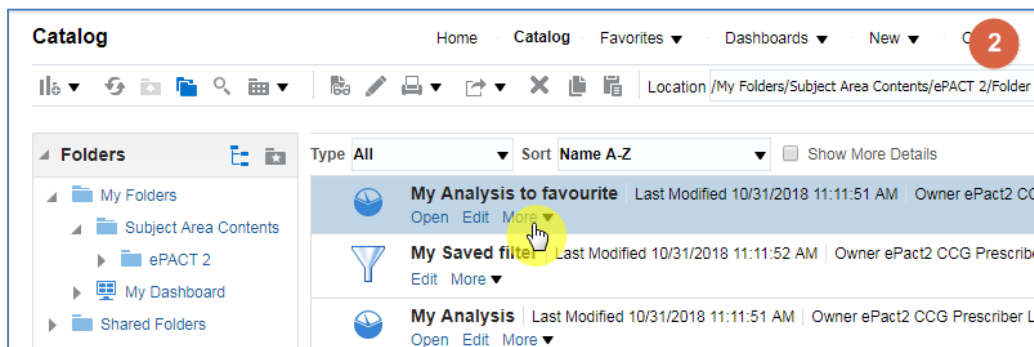


Analysis – Favourite

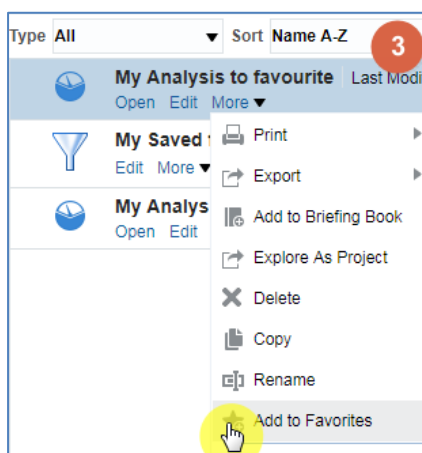
1. To set an analysis as a favourite first navigate to the 'Catalog via the icon in the toolbar



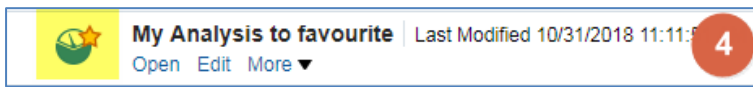
2. Select the 'More' option beneath the analysis title:



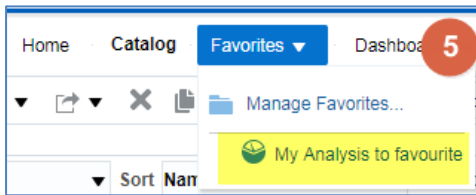
3. From the dropdown select 'Add to Favorites'



4. Your analysis will now show a star in the analysis symbol, this mean the analysis is a favourite:



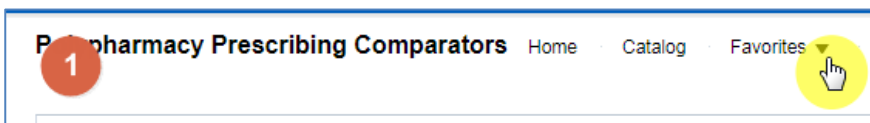
5. To access the favourite analysis in future select the dropdown for the favourite tab:



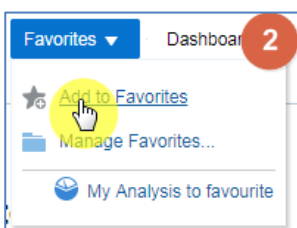
Dashboard – Favourite

To favourite a page from a dashboard, first open the dashboard you would like to add to your favourites, then navigate to the page you would like to favourite.

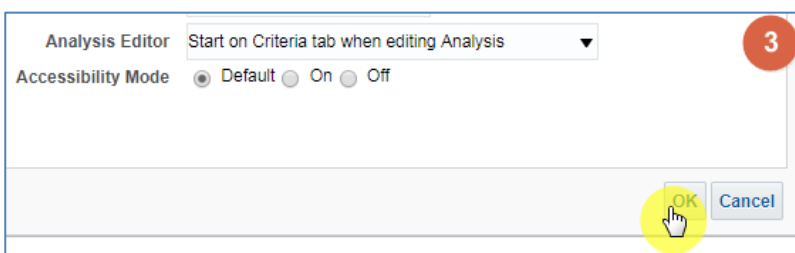
6. Select the drop down available for the 'Favorites' tab



7. Select 'Add to Favorites'



8. The page will now appear under the 'Favorites' tab



Getting Help



Additional training material and user guides

The NHSBSA has developed a number of how to guides to help you get the best out of ePACT2. These can be found at: [Additional User Guides](#)

WebEx sessions

WebEx will be provided on a number of different topics and features. More information about these can be found here: [WebEx Training](#)
