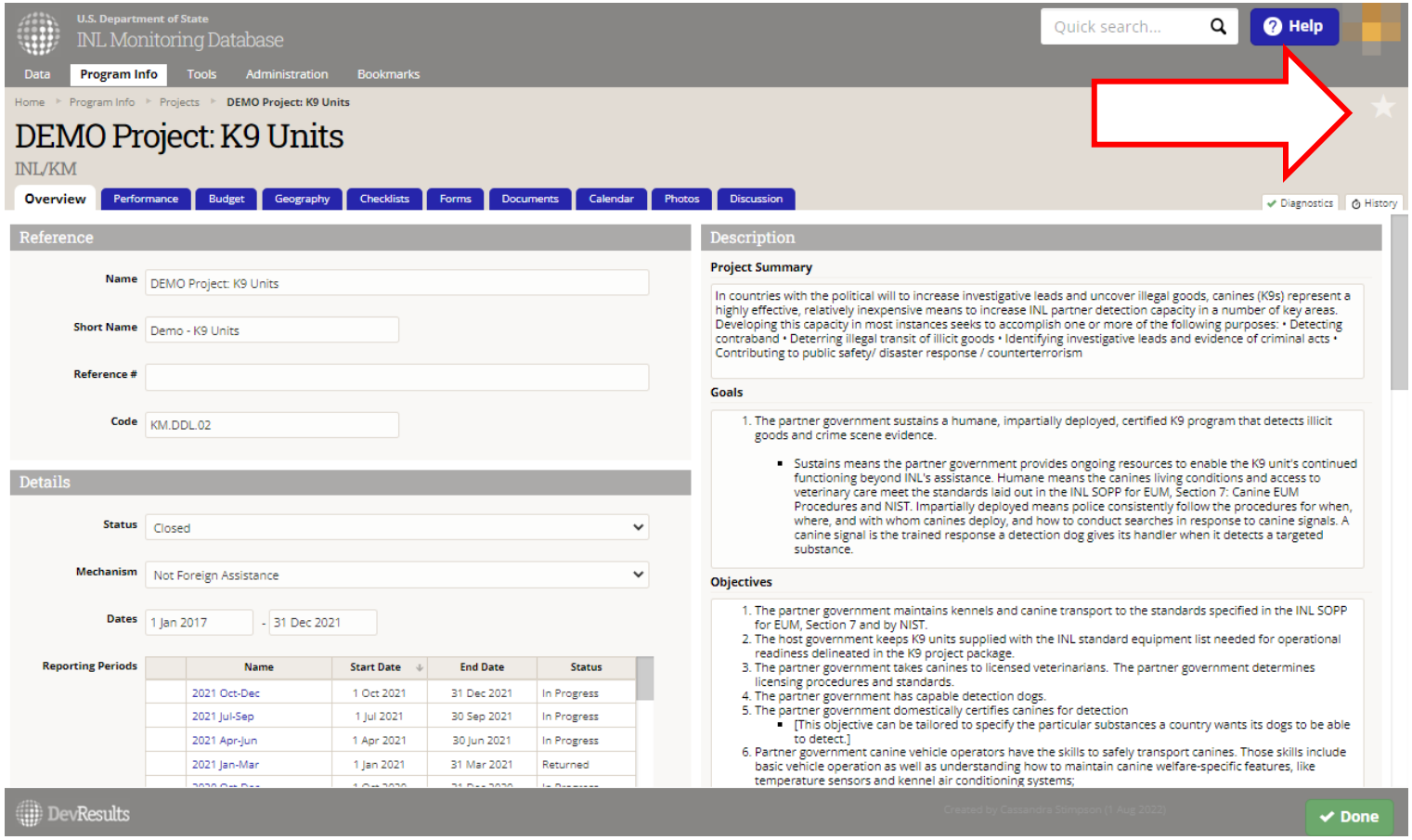
INL DevResults User Guide:

Bookmarking Projects

(INL Users)

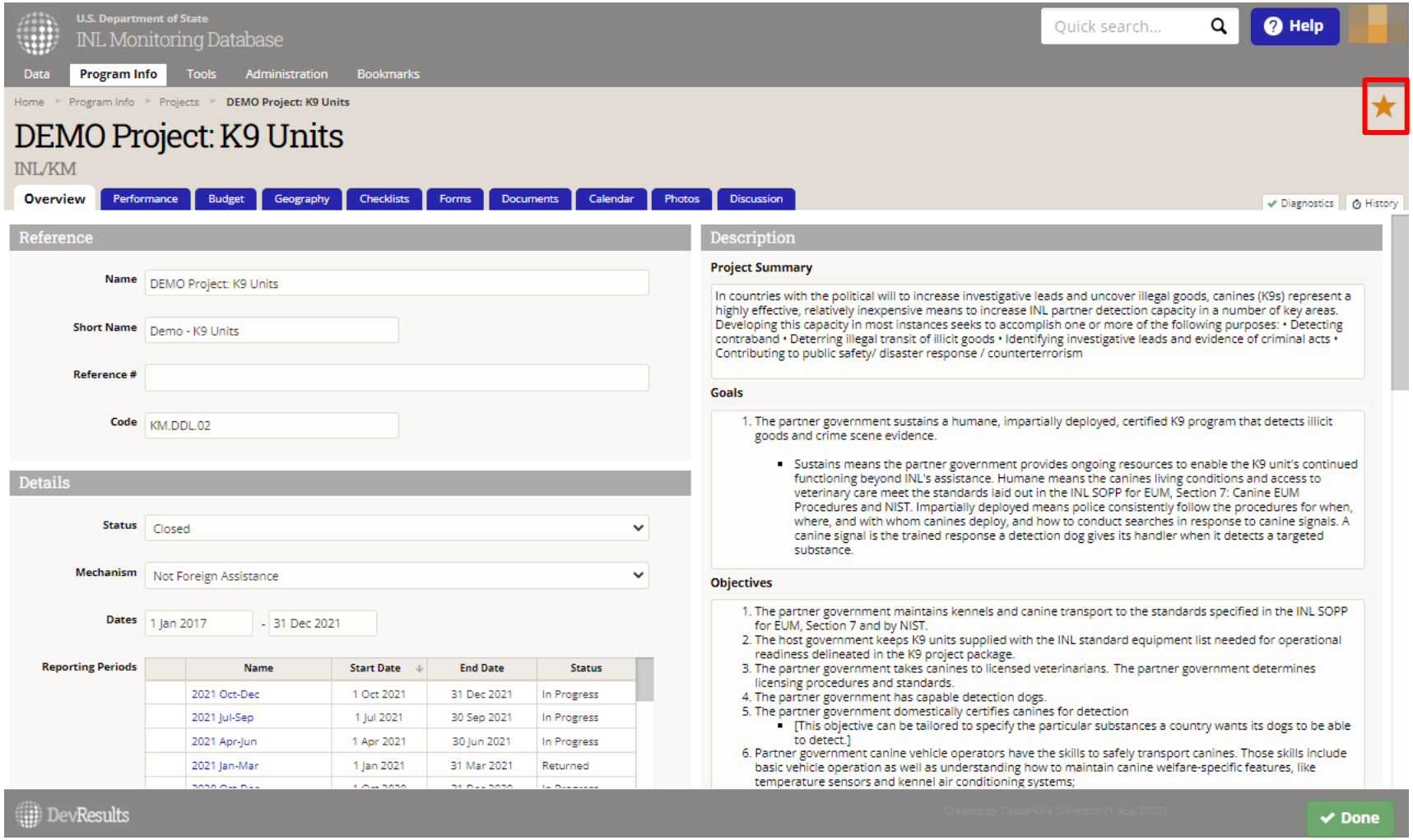
1. *Add a Bookmark*

INL staff can add bookmarks in order to easily access the projects for which they enter, submit, and/or approve data. To add a bookmark, navigate to your project's overview page and click the star in the top right corner.



2. *Add a Bookmark (continued)*

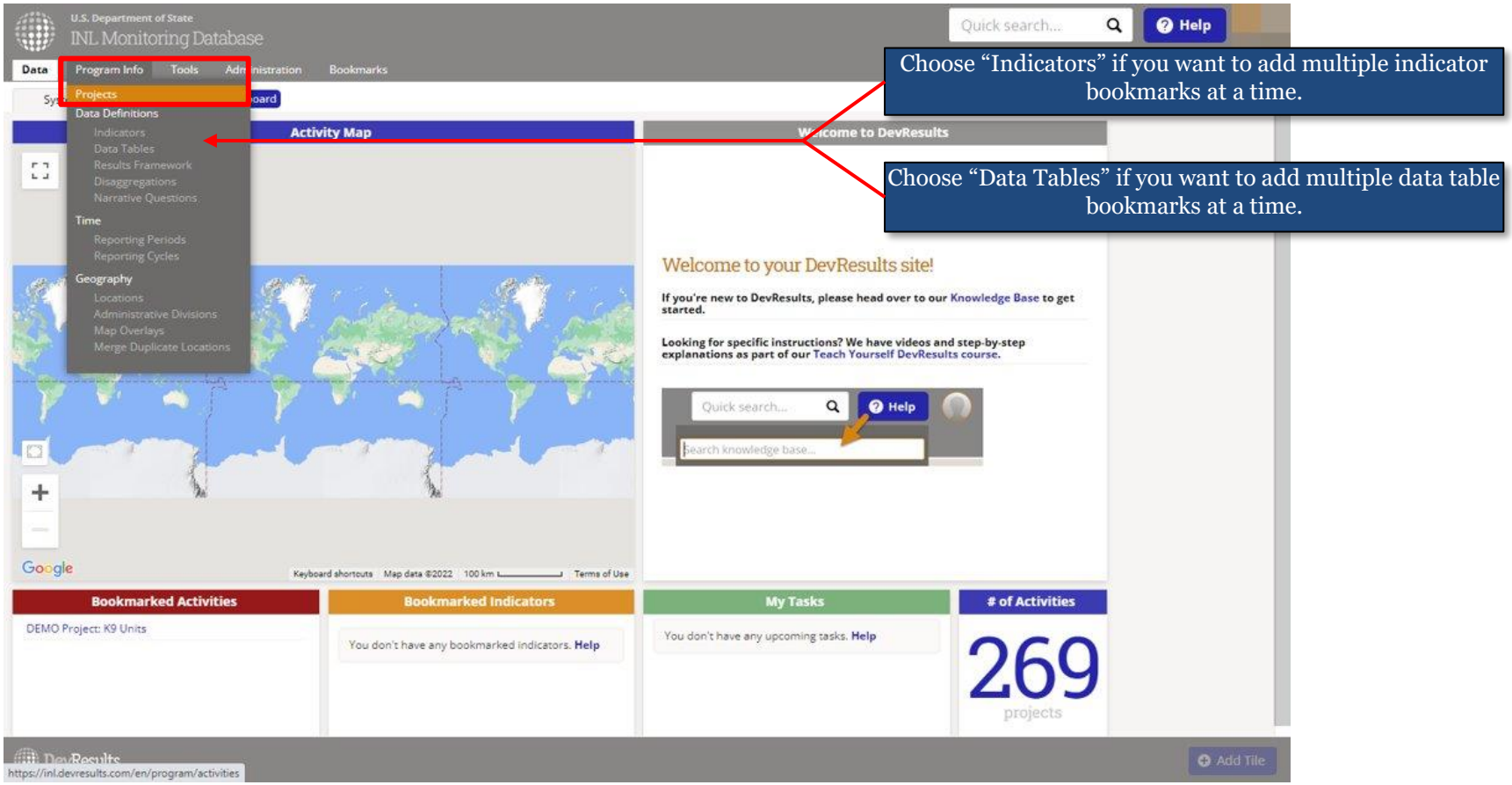
Once the star is clicked, it will turn orange indicating that a bookmark has been added.



NOTE: Using this same method, INL staff can add bookmarks to individual indicators and data tables which they use or monitor frequently.

3. *Add Multiple Bookmarks At Once*

Users also have the option of adding *multiple* bookmarks in DevResults at once. To begin, navigate to the top left of the homepage and hover over the **Program Info** tab. From the dropdown menu, select **Projects**.

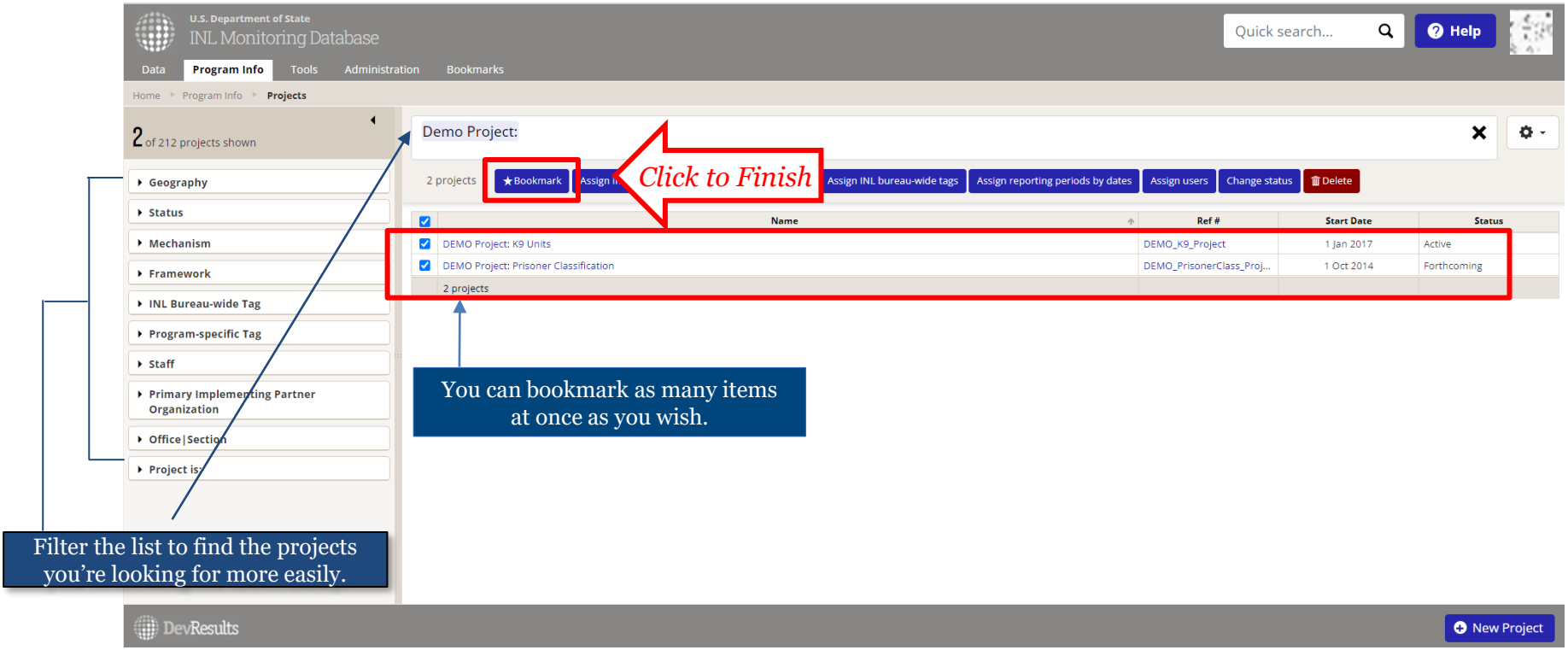


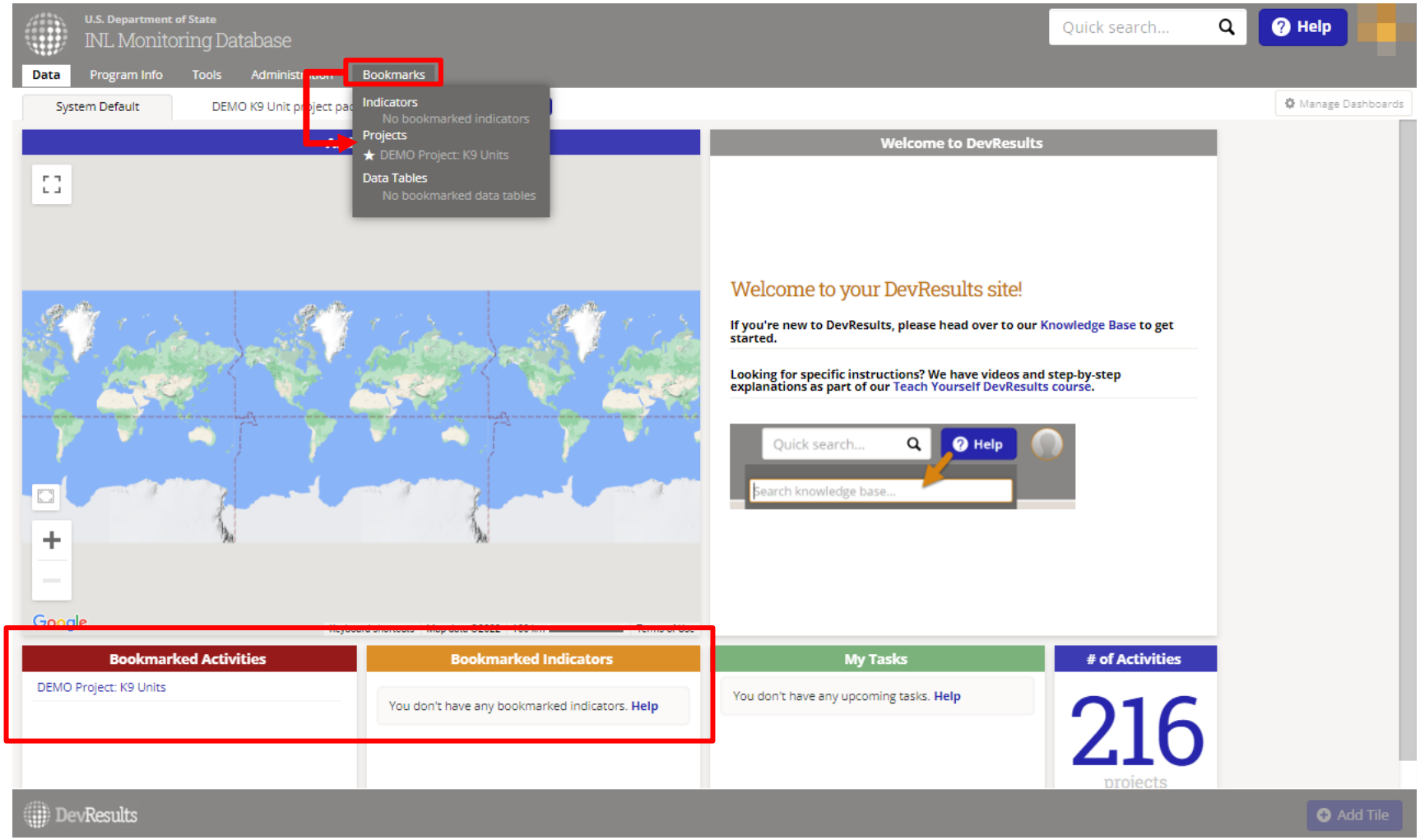
NOTE: This procedure can be adapted to bookmark multiple indicators or data tables at once, as well. Simply choose the relevant option (Indicators or Data Tables) from the dropdown menu instead of Projects to replicate the process.

4. *Add Multiple Bookmarks at Once (continued)*

Next, check the box to the left of each item you want to bookmark (as shown below). You can navigate the list of available options by scrolling, but it is easier to filter results either by using keywords in the search bar or by using the filter options in the menu on the left of the screen (see this Navigation Tutorial for additional details).

Once you have selected all of the items you want to bookmark, click **Bookmark**.



5. *View Bookmarks*

After adding bookmarks, INL staff can view their bookmarks by hovering over the **Bookmarks** tab to select the bookmark they'd like to view. You can also access **Bookmarked Activities and Indicators** at the bottom of the Dashboard.