

## My Favourites - Quick Start Guide

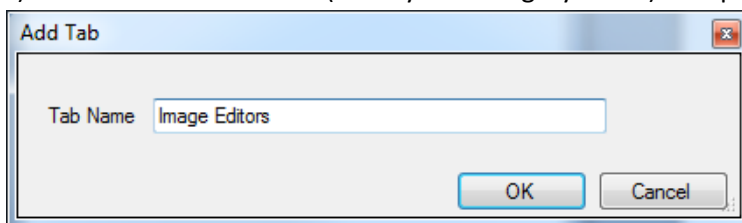
Quickly categorize and access your favourite apps, folders, URLs and even music playlists. Work faster with this time saving by organizing all your resources in one place.

Perfect for concentrating all of a project's resources in one place for easy quick access. Minimizes to the Notification area (where the clock is).

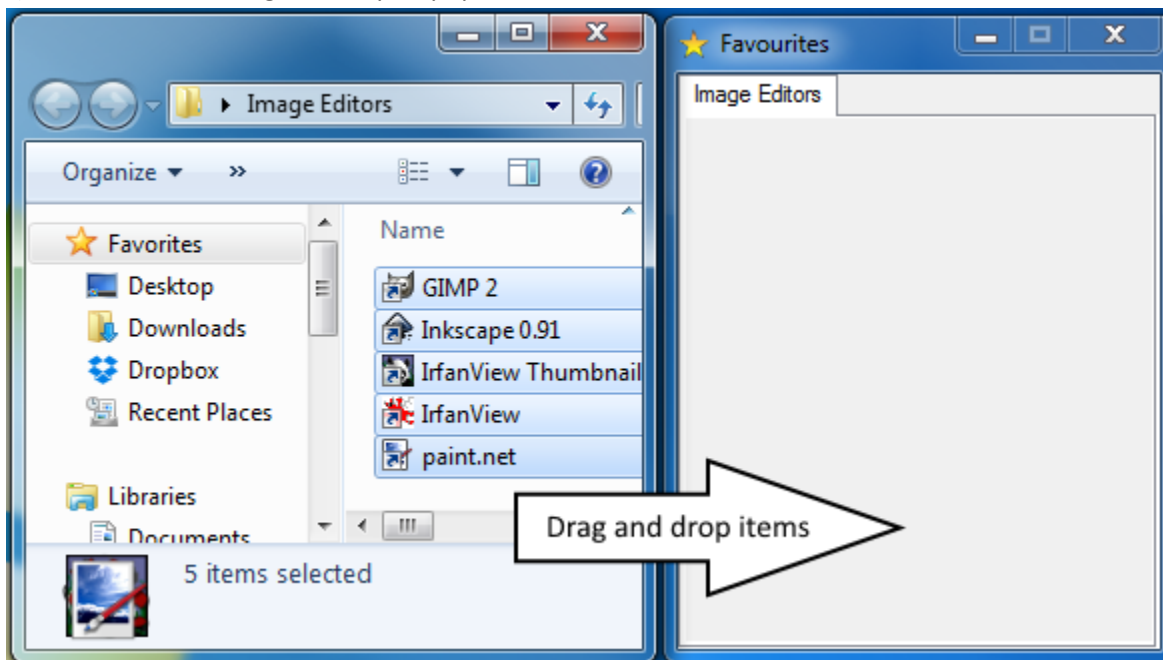
### 0) Installation

- a) Unzip contents to a folder of your choosing. For example, *C:\MyProgramFiles\MyFavourites*
- b) Double click *MyFavourites.exe* to start the application.

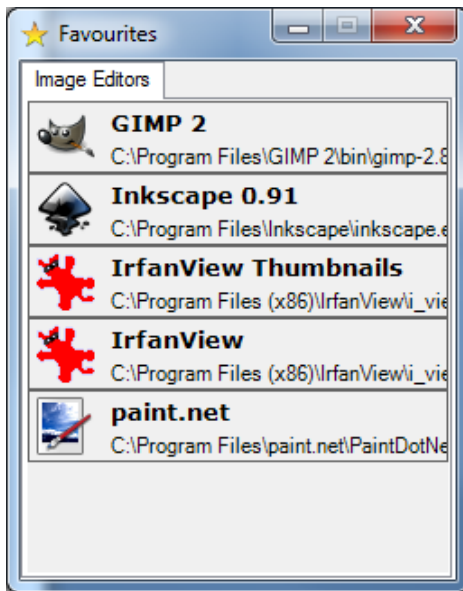
### 1) New Tab - Enter a name (usually the category name). It is possible to rename a tab at any time.



### 2) Add items - use drag and drop to populate the tab.



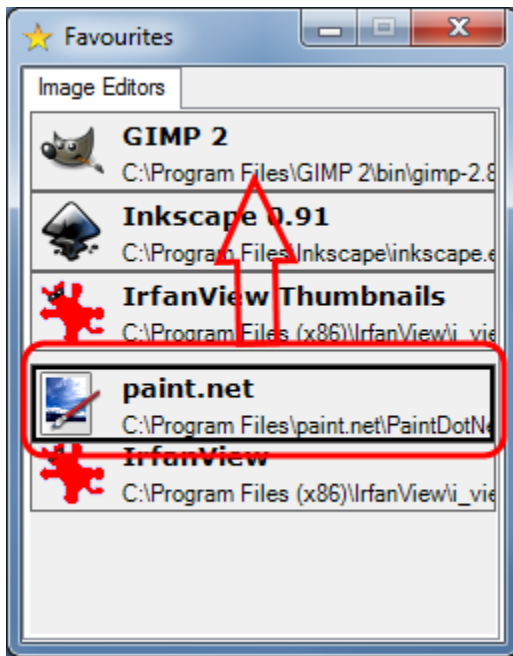
3) To open a link or file, click on the item



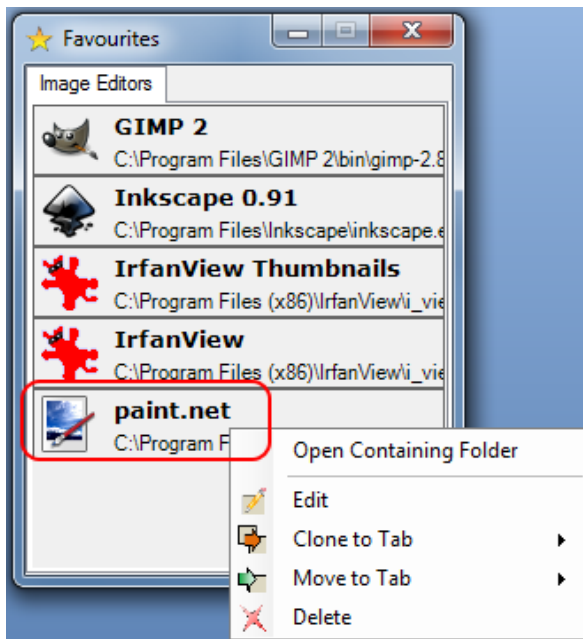
4) To add another tab, right click on the empty areas within the window



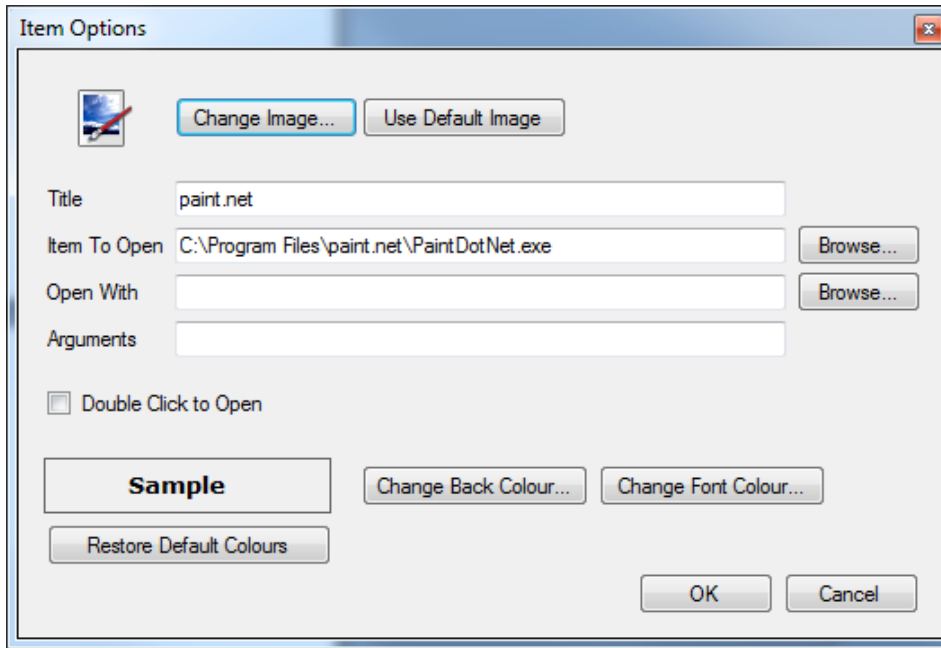
5) To relocate an item, click on it and drag up or down



6) For extra options to configure the items, right click on the item



7) To change the Title, Opening Application, Colours for the item, click **Edit** on the item context menu



## Tips

For quick access, make sure the My Favourite notification area is set to: Show icon and notifications

