

## USING LEGACY FAVORITES

Some favorites in myUFL must be recreated following a system upgrade. This year, a new feature, called "Legacy Favorites," is available to help. Legacy Favorites enables you to view a listing of your favorites prior to the upgrade. Each favorite displays as a hyperlink. You can click a link to navigate to the new location in the system and then quickly recreate your favorite.

To navigate to Legacy Favorites, perform the following steps:

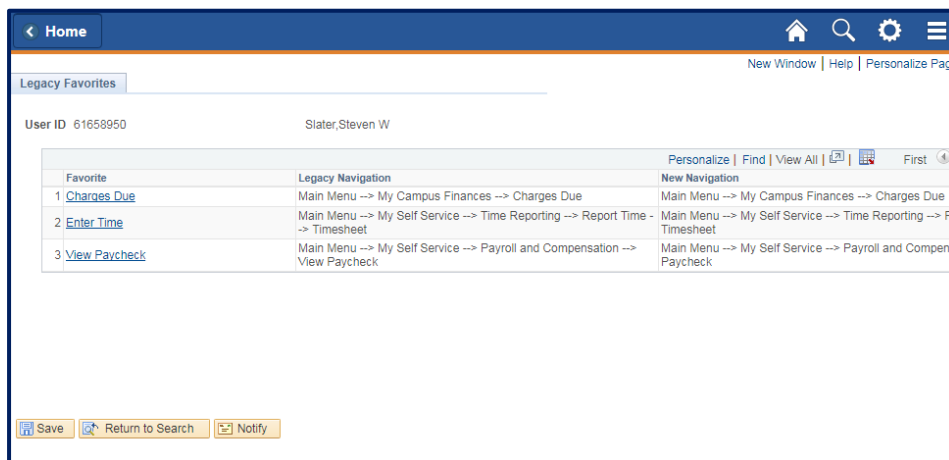
1. Click the **Menu** icon and then click **Main Menu**.
2. Click **My Account**.
3. Click **Legacy Favorites**.

The Legacy Favorites page displays your previously saved favorites in a table format. For each item, you can view:

- A hyperlink to the favorite in the updated system.
- The navigation path used in the last version of myUFL.
- The navigation path used to access the feature in the updated system.

To recreate your favorites using Legacy Favorites, perform the following steps:

1. Click the hyperlink for the favorite you want to recreate. The destination page displays.
2. Click the **Gear** icon and then click **Add to Favorites**.
3. Click **OK**. Click **OK** again.
4. Click the **Legacy Favorites** navigation button in the upper left corner.
5. Repeat steps 1–4 as needed.



## FOR ADDITIONAL ASSISTANCE

### Technical Issues

The UF Computing Help Desk

352-392-HELP

[helpdesk.ufl.edu](http://helpdesk.ufl.edu)