


Tutorial: Set personal or team favorites

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Favorite  those views that you frequently access. You can favorite all sorts of Azure DevOps features and tools—such as a project, repository, build pipeline, dashboard, backlog, board, or query. You can set favorites for yourself or your team.

As your code base, work tracking efforts, developer operations, and organization grows, you'll want to be able to quickly navigate to those view of interest to you and your team. Setting favorites allows you to do just that.

Team favorites are a quick way for members of your team to quickly access shared resources of interest. You favorite an item for yourself by choosing the  star icon. The favorited item will then show up easily from one or more directory lists. You set favorites for a team through the context menu for the definition, view, or artifact.

In this tutorial you'll learn how to view your personal favorites and to favorite or unfavorite the following views:

- ✓ Project or team
- ✓ Dashboard
- ✓ Team backlog, board, shared query, or other Azure Boards view
- ✓ Repository
- ✓ Build and release definition
- ✓ Test plans

Prerequisites

- You must connect to a project through the web portal. If you don't have a project yet, [create one](#). To connect to the web portal, see [Connect to a project](#).
- You must be a member of the **Contributors** or an administrators security group of the project. To get added, [Add users to a project or team](#).
- To favorite projects, backlogs, boards, queries, dashboards, or pipeline views, you must have

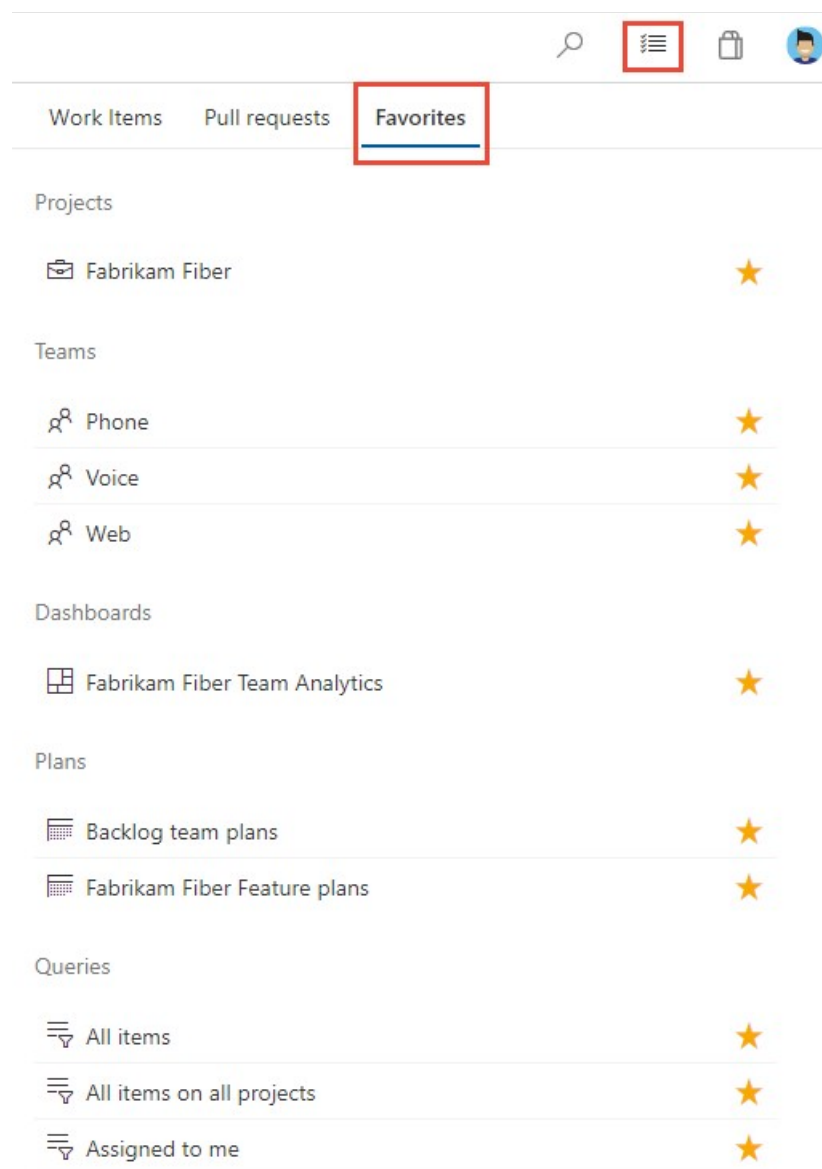
Stakeholder access or higher.

- To favorite repositories, or delivery plans, you must have **Basic** access or higher.
- To favorite test plans, you must have **Basic+Test Plans** access level or equivalent.

For details about the different access levels, see [About access levels](#).

View personal favorites

Access views that you have favorited by choosing the ☰ inbox icon, and then choosing **Favorites**.

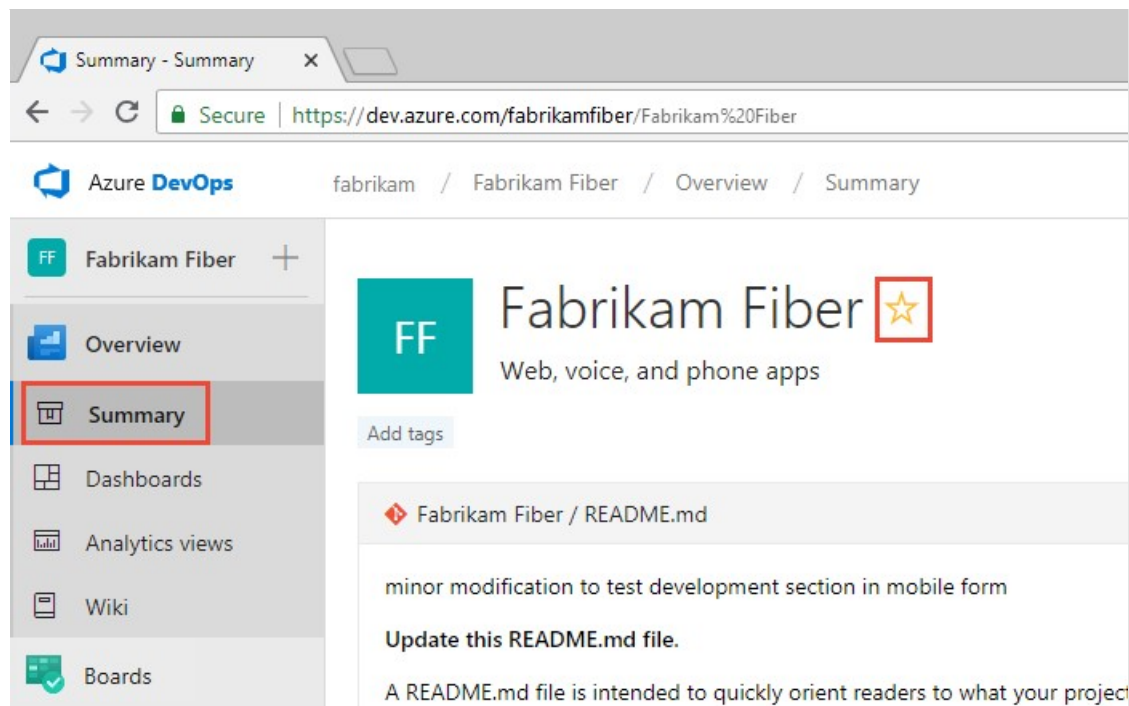


ⓘ Observação

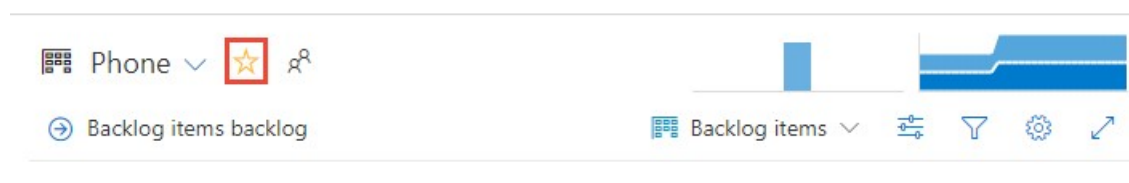
If a service is disabled, then you can't favorite an artifact or view of that service. For example, if **Boards** is disabled, then the favorite groups—Plans, Boards, Backlogs, Analytics views, Sprints, and Queries and all Analytics widgets—are disabled. To re-enable a service, see [Turn an Azure DevOps service on or off](#).

Favorite a project or team

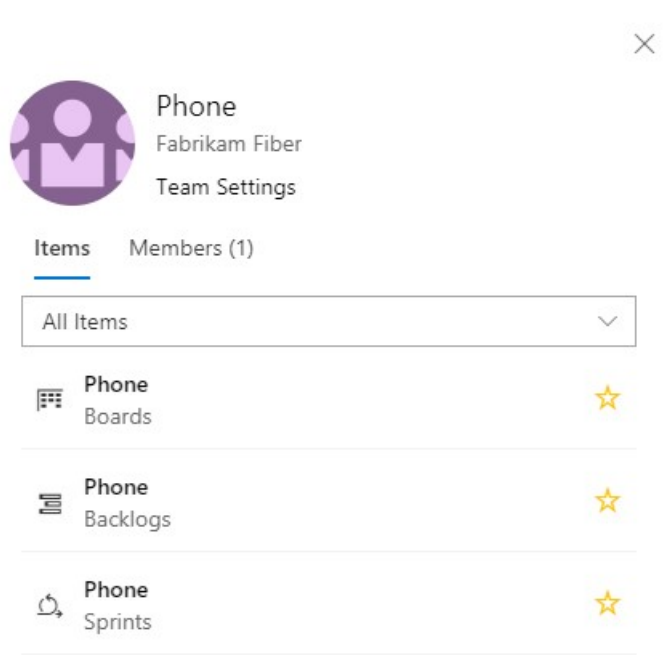
1. To favorite a project, open the project **Summary** page and choose the ★ star icon.



2. To favorite a team artifact, open **Boards>Boards** or **Boards>Backlogs**. Select the team you want to favorite from the team selector and choose the ★ star icon.

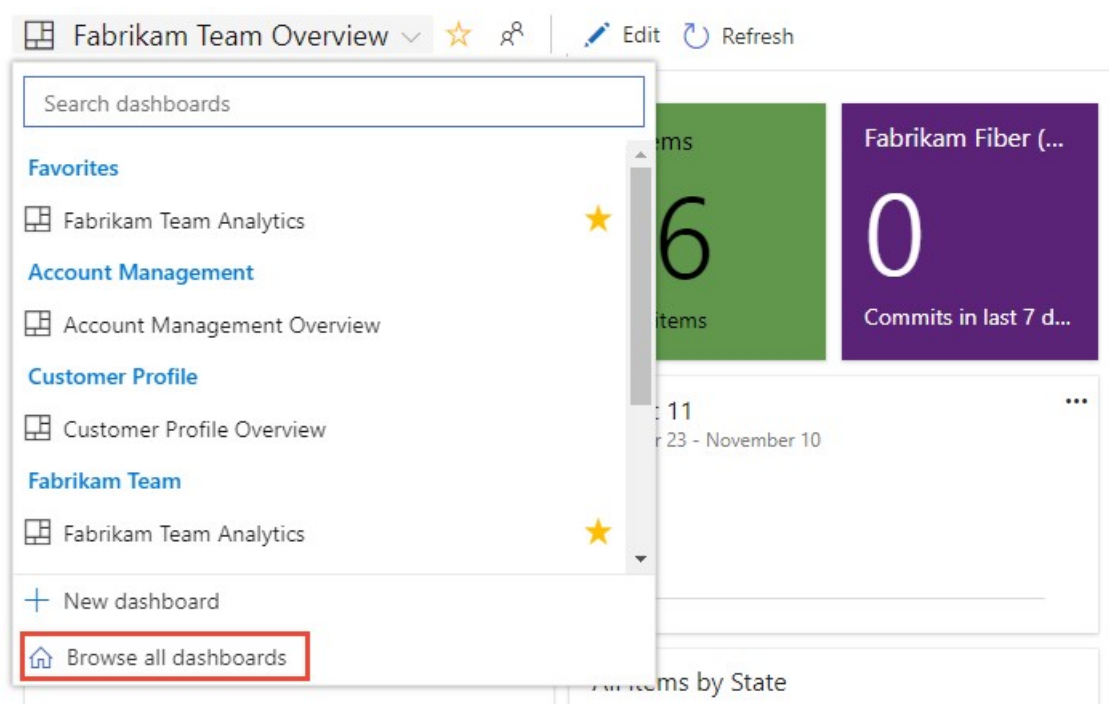


3. To favorite other team artifacts, choose the 👤 team icon, and then choose the ★ star icon next to one of the listed artifacts.

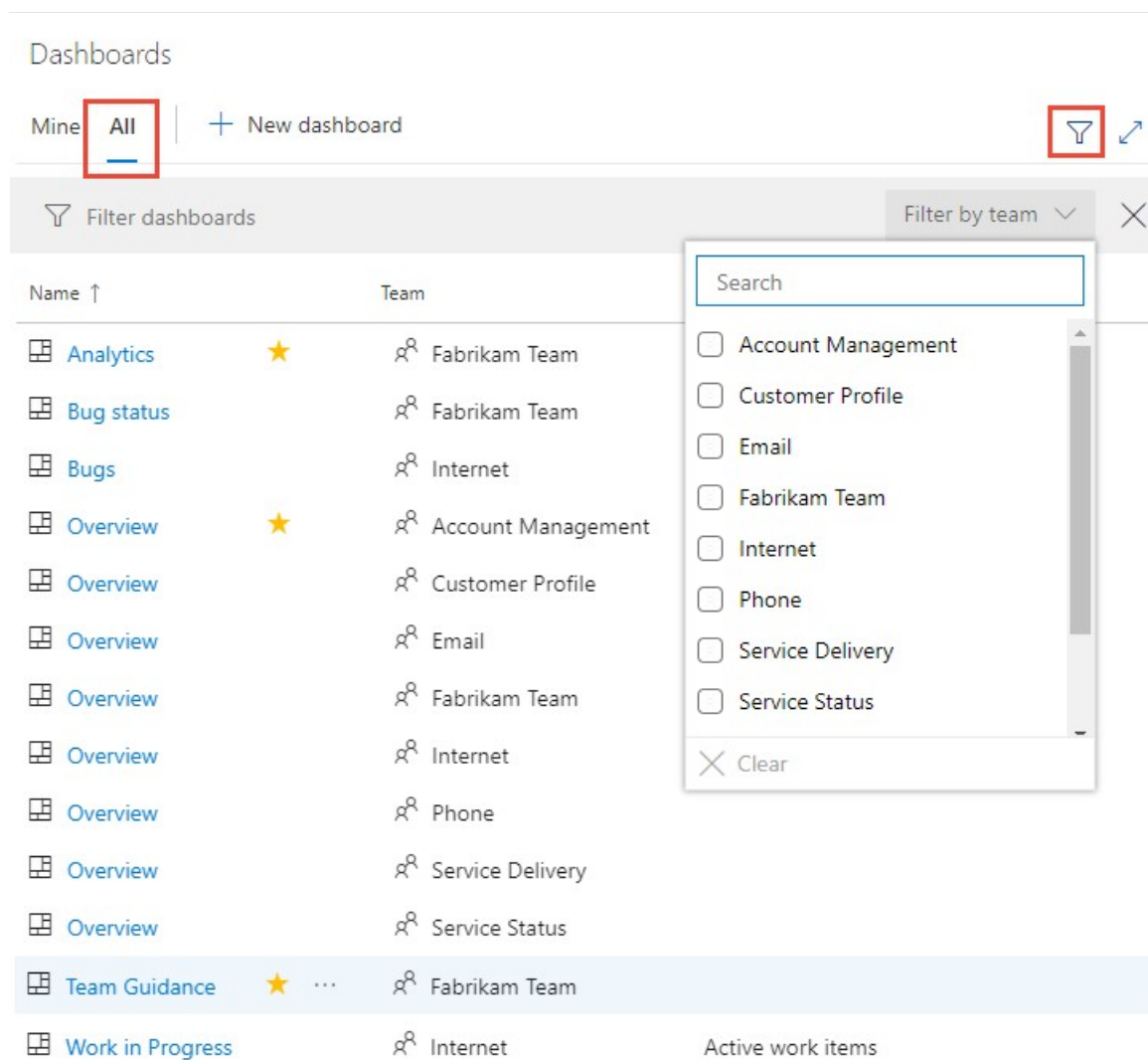


Favorite a dashboard

1. From **Overview>Dashboards**, open the selector and choose the **Browse all dashboards** option.



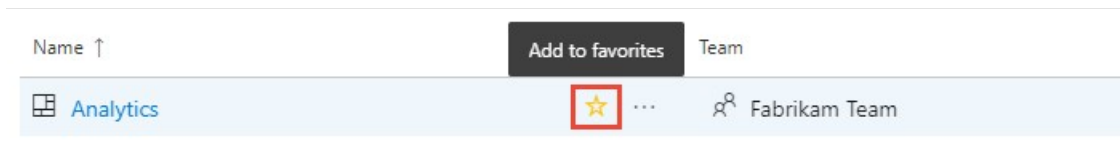
2. The **Mine** page shows your favorited dashboards, and all dashboards of teams that you belong to. The **All** page (shown below) lists all dashboards defined for the project in alphabetical order. You can filter the list by team or by keyword.



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You can change the sort order of the list by choosing the column label.

3. To favorite a dashboard, hover over the dashboard and choose the ☆ star icon.



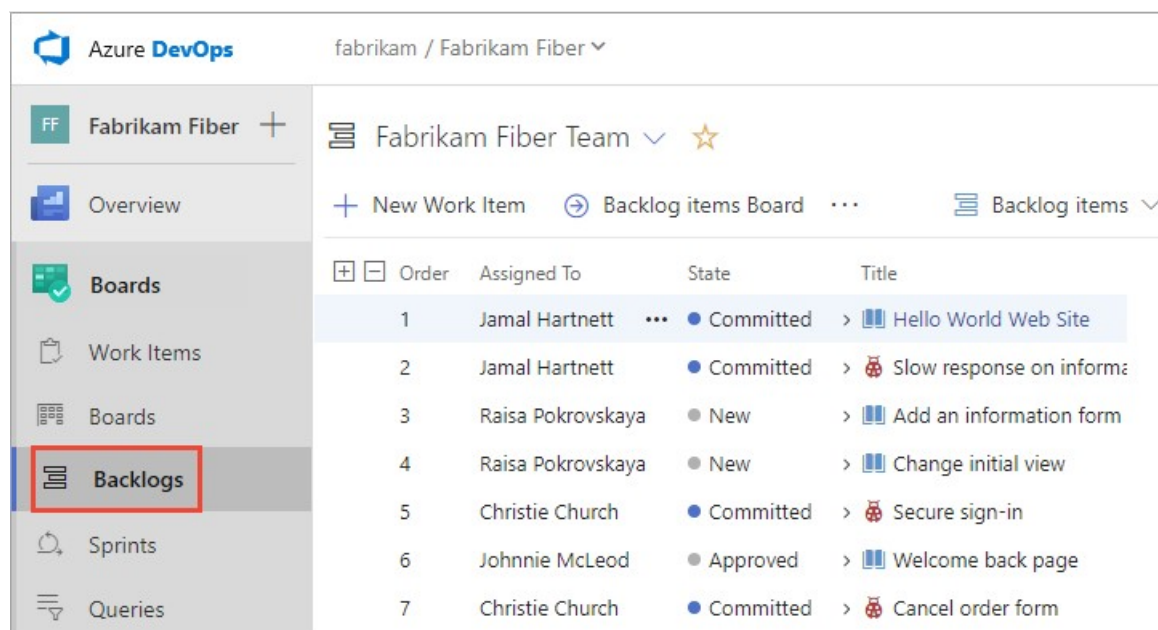
Favoriting a dashboard will cause it to appear on your **Favorites** page and towards the top in the **Dashboards** selection menu.

Favorite a team's backlog, Kanban board, or other view

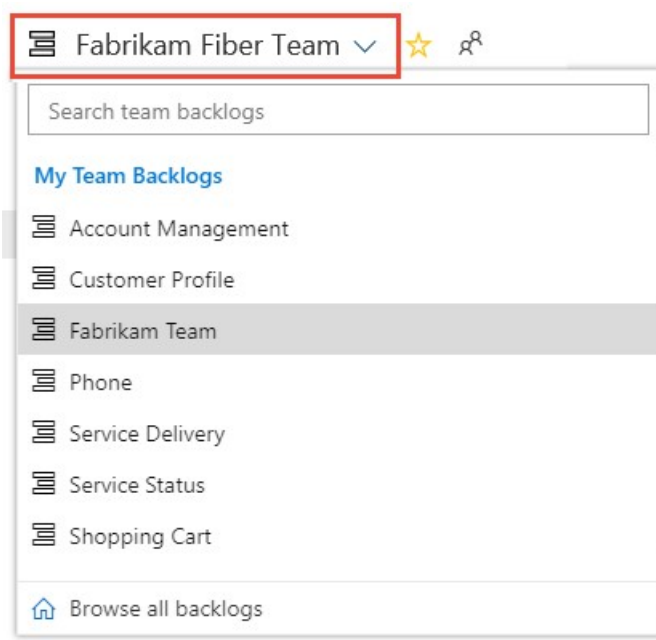
You can favorite several Agile tools for a team from a **Boards** page.

1. Choose **Boards**, and then choose the page of interest, such as **Boards**, **Backlogs**, or **Sprints**.

For example, here we choose (1) **Work** and then (2) **Backlogs**.



To choose a specific team backlog, open the selector and select a different team or choose the [Browse all team backlogs](#) option. Or, you can enter a keyword in the search box to filter the list of team backlogs for the project.

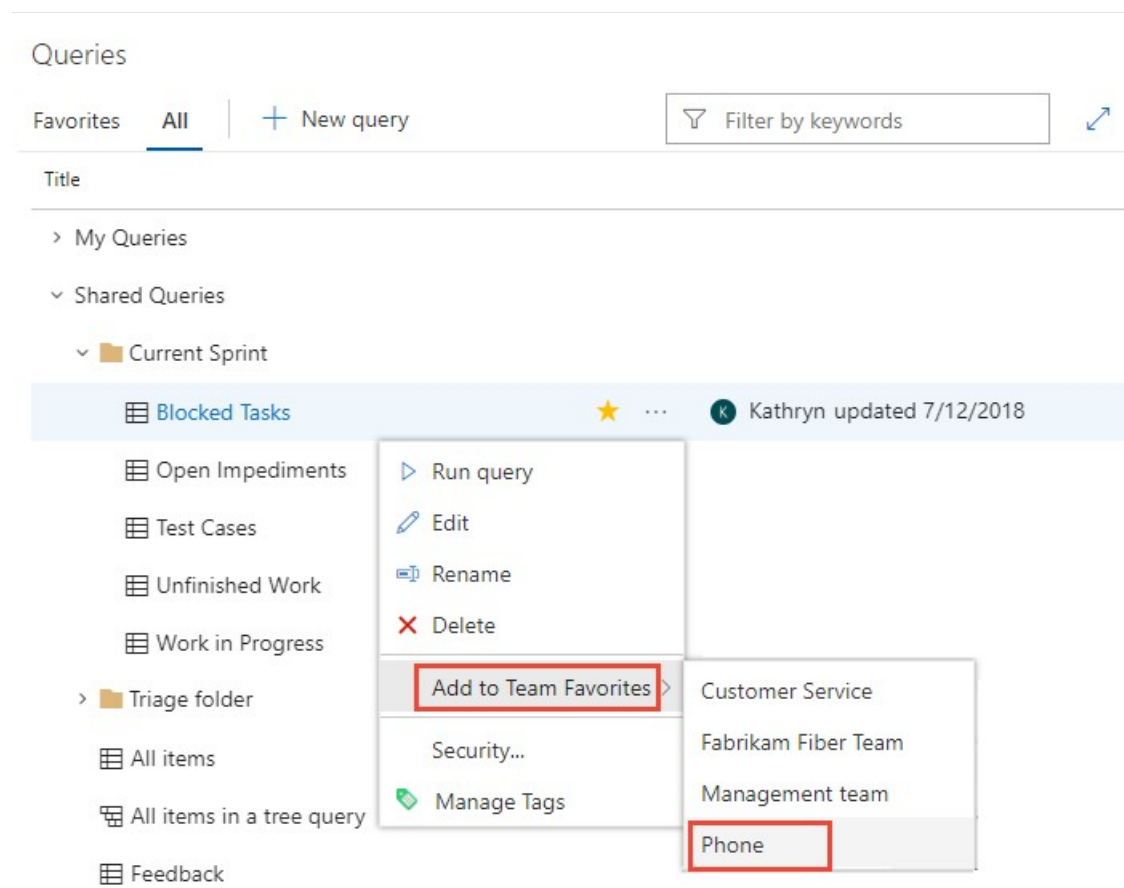


2. Choose the ★ star icon to favorite a team backlog. Favorited artifacts (★ favored icon) appear on your **Favorites** page and towards the top of the team backlog selector menu.

Favorite a shared query

Open **Boards>Queries** and choose the **All** page. Expand a folder as needed. Choose the ★ star icon next to the query you want to favorite.

Or, open the context menu of the query, and then select **Add to Team Favorites**, and then select from the list of teams.



You can also set a query as a personal favorite by opening the query and choosing the ★ star icon.



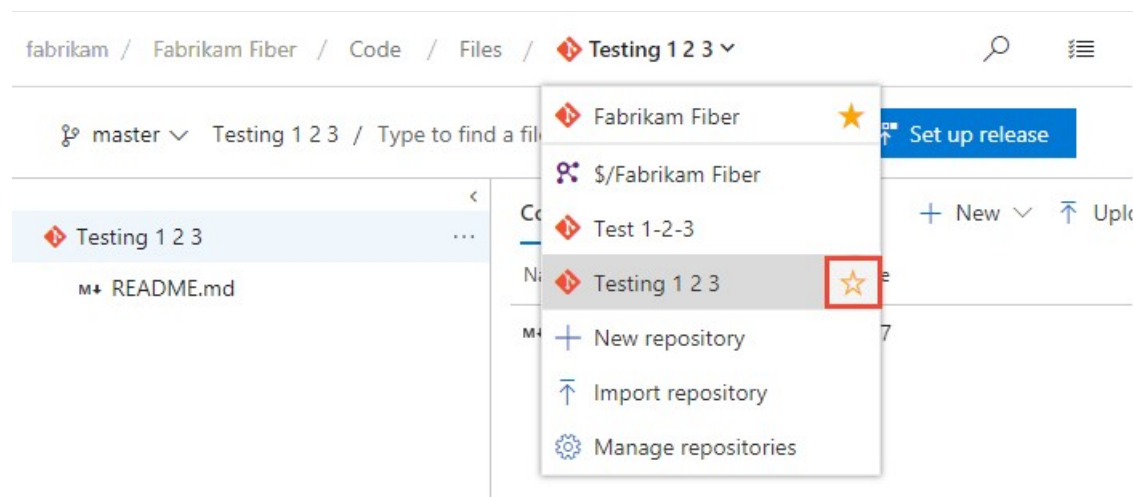
Favorite a delivery plan

To learn more about delivery plans, see [Review team Delivery Plans](#).

To mark a delivery plan as a favorite, open the **Boards>Plans** page and choose the ★ star icon next to the Delivery Plan.

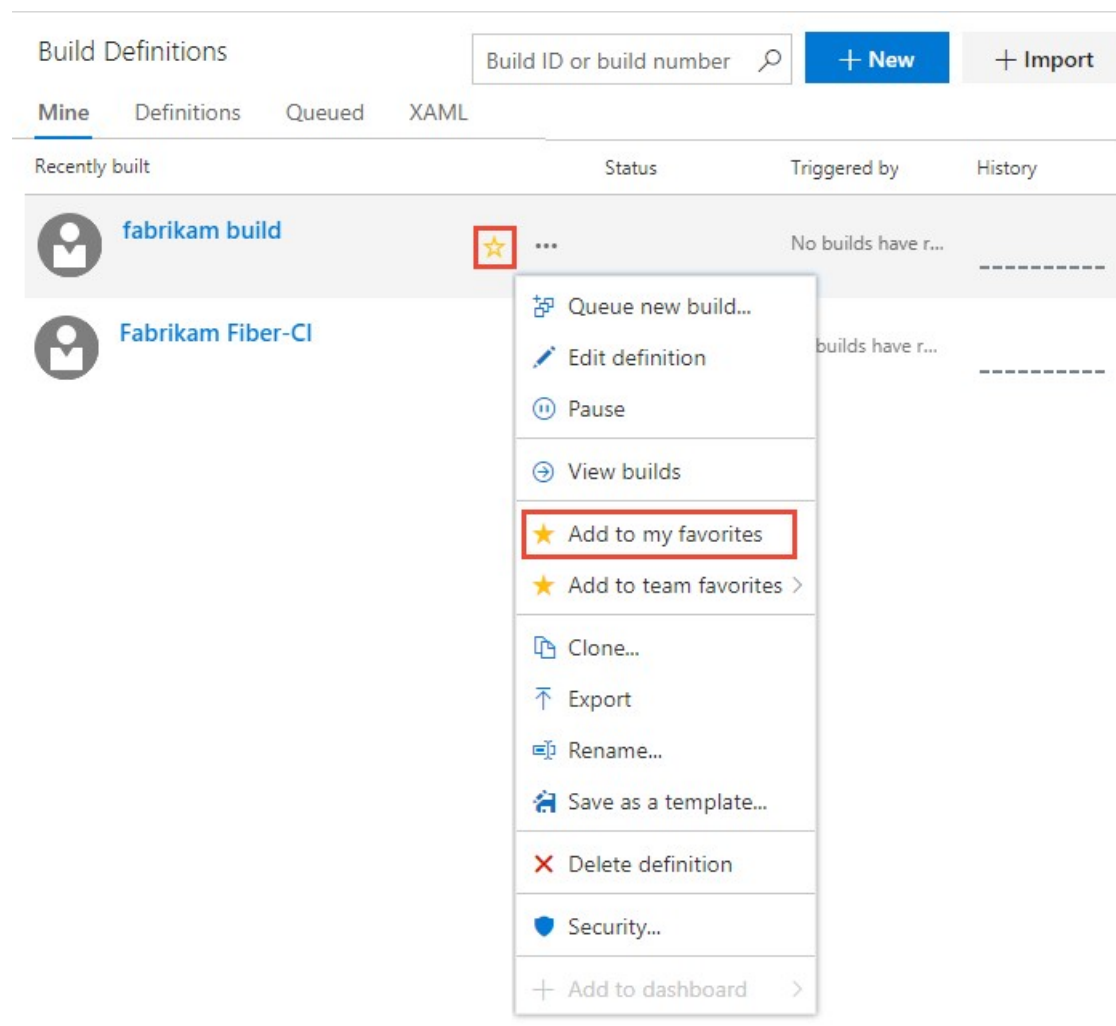
Favorite a repository

From any **Repos** page, open the repository selector and choose the ★ star icon for the repository you want to favorite.



Favorite a build pipeline

Open **Pipelines>Builds** and choose either **Mine** or **Definitions** page. Choose the ★ star icon next to the build definition you want to favorite. Or, open the context menu of the build definition, and then select **Add to my favorites** or **Add to team favorites**.



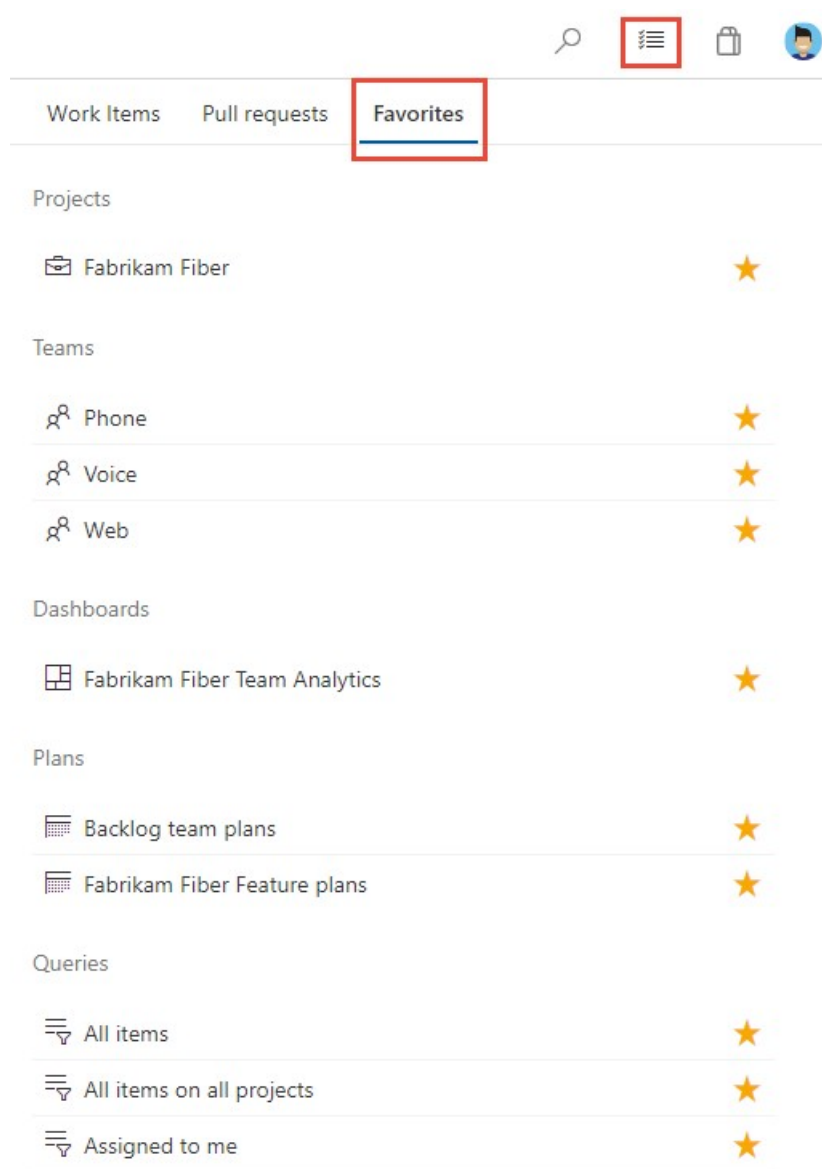
Favorite a test plan

To learn more about test plans, see [Create a test plan and test suite](#).

To mark a test plan as a favorite, open **Test Plans>Test Plans** and choose the ★ star icon next to a test plan from the menu that shows All test plans.

Unfavorite a view you've favorited

You can unfavorite an artifact from your **Favorites** page. Choose the ☰ inbox icon, and then choose **Favorites**. Choose the ★ favorited icon of a currently favorited artifact.



Similarly, you can unfavorite an artifact from the same page where you favorited it.

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