\*\*Email Tip #3: Personalize Your Time Entries with Personal Narrative Codes\*\*  
Personalize Intapp Time with your own narrative codes – both public and private options:  
1. Open your Narrative Codes list via F5 or right-click in the Narrative field.  
2. Click the New button and fill in your unique code and description.  
3. Toggle the 'Make this code public' checkbox if you wish to share it with others.  
Keep your most-used phrases at your fingertips for fast and personalized narratives.