PASSWORD MANAGER > VAULT ADMINISTRATION

Favorites

Favorites

Any item can be designated as a **Favorite** to allow quick access to your most used items.

Even items shared with you from an organization can be designated a favorite, but this will only impact how they appear in your individual vault (i.e. you won't make that item a favorite for other users with access to the organization or collection).
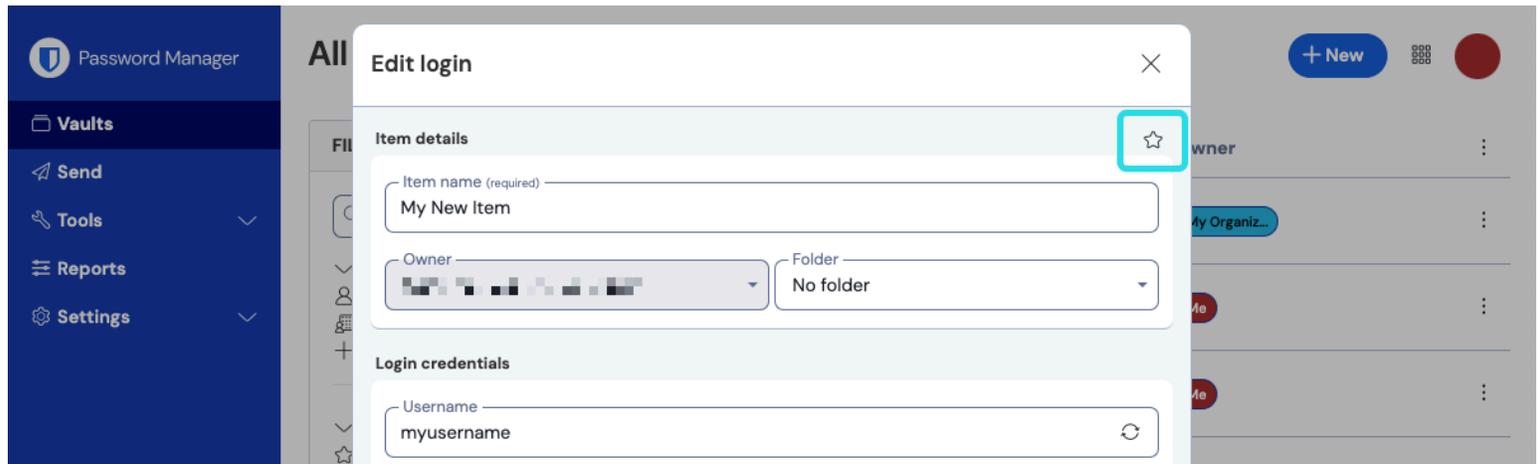
> 💡 **Tip**
>
> Items marked as a favorite will appear at the top of your 🔒 **Vault** view in browser extensions and mobile apps, and in the ⭐ **Favorites** filter in your web vault and desktop apps.

Designating favorites

Designate any vault item as a favorite when you initially create it, or at any time by editing the item:

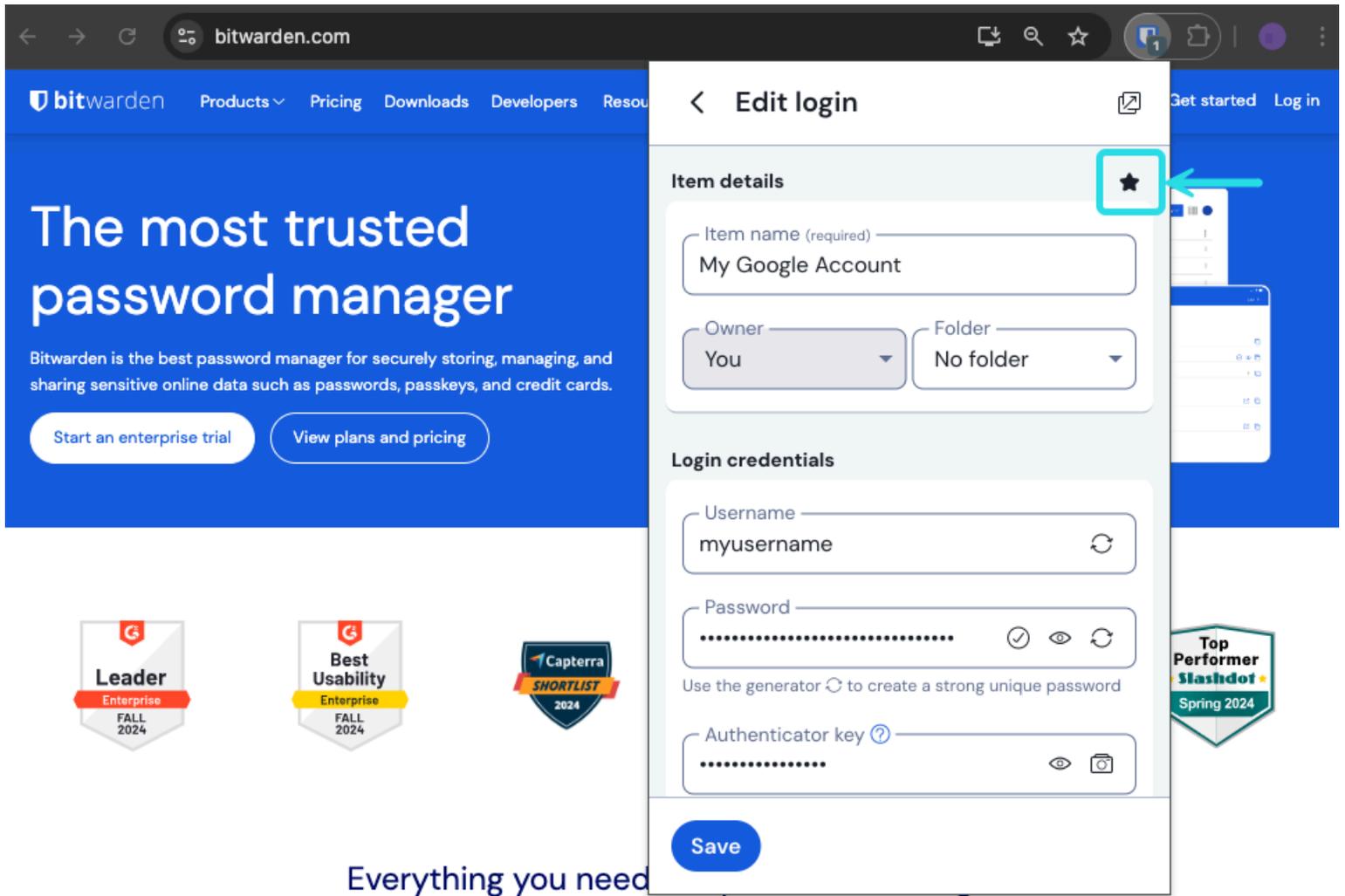### ⇒Web app

On the Add or Edit screen, select the ⭐ **Star** icon in the bottom-right corner and **Save** the item:

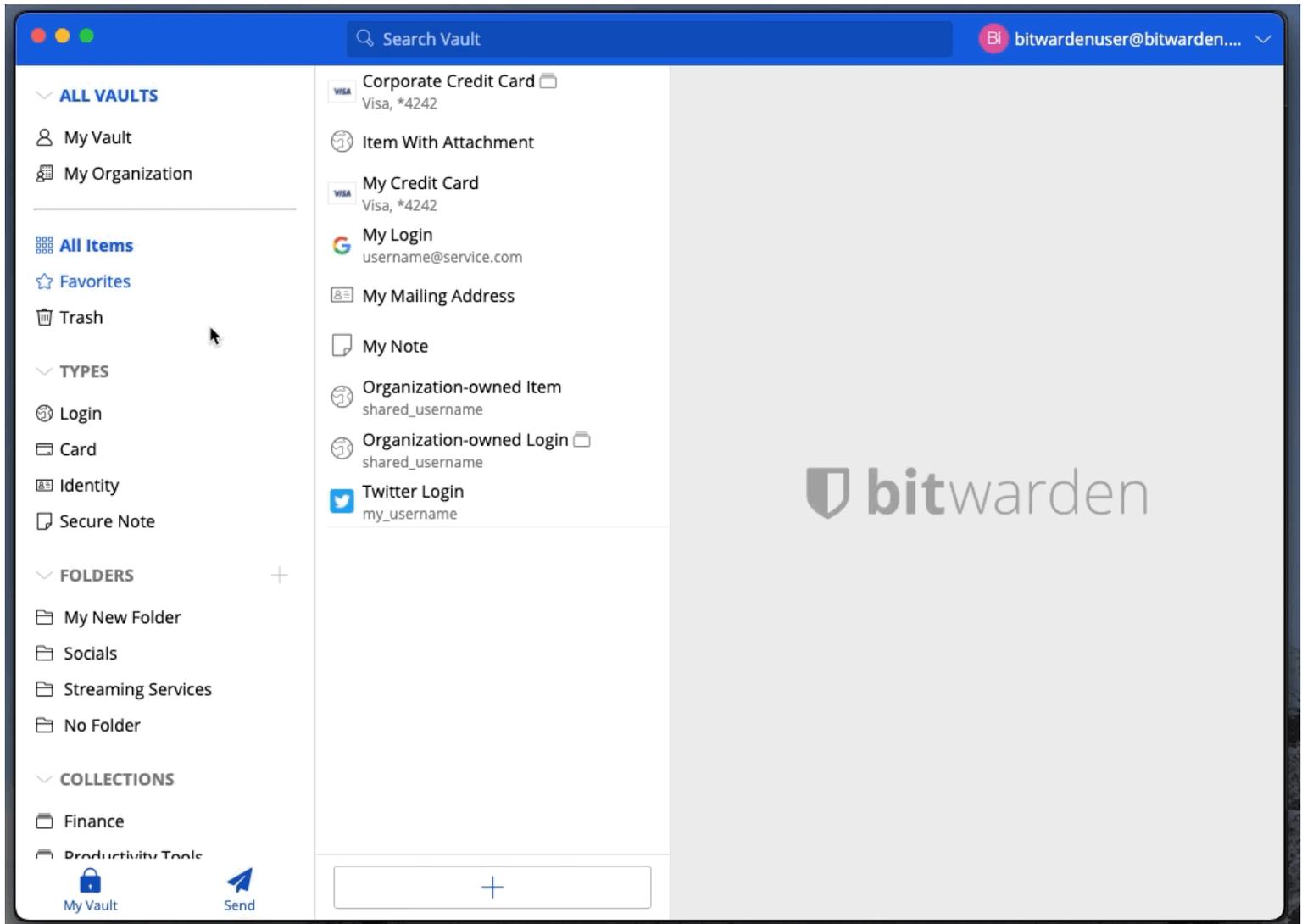*Favorite an item*

⇒Browser extension

On the Edit screen, select the **Favorite** checkbox and **Save** the item:
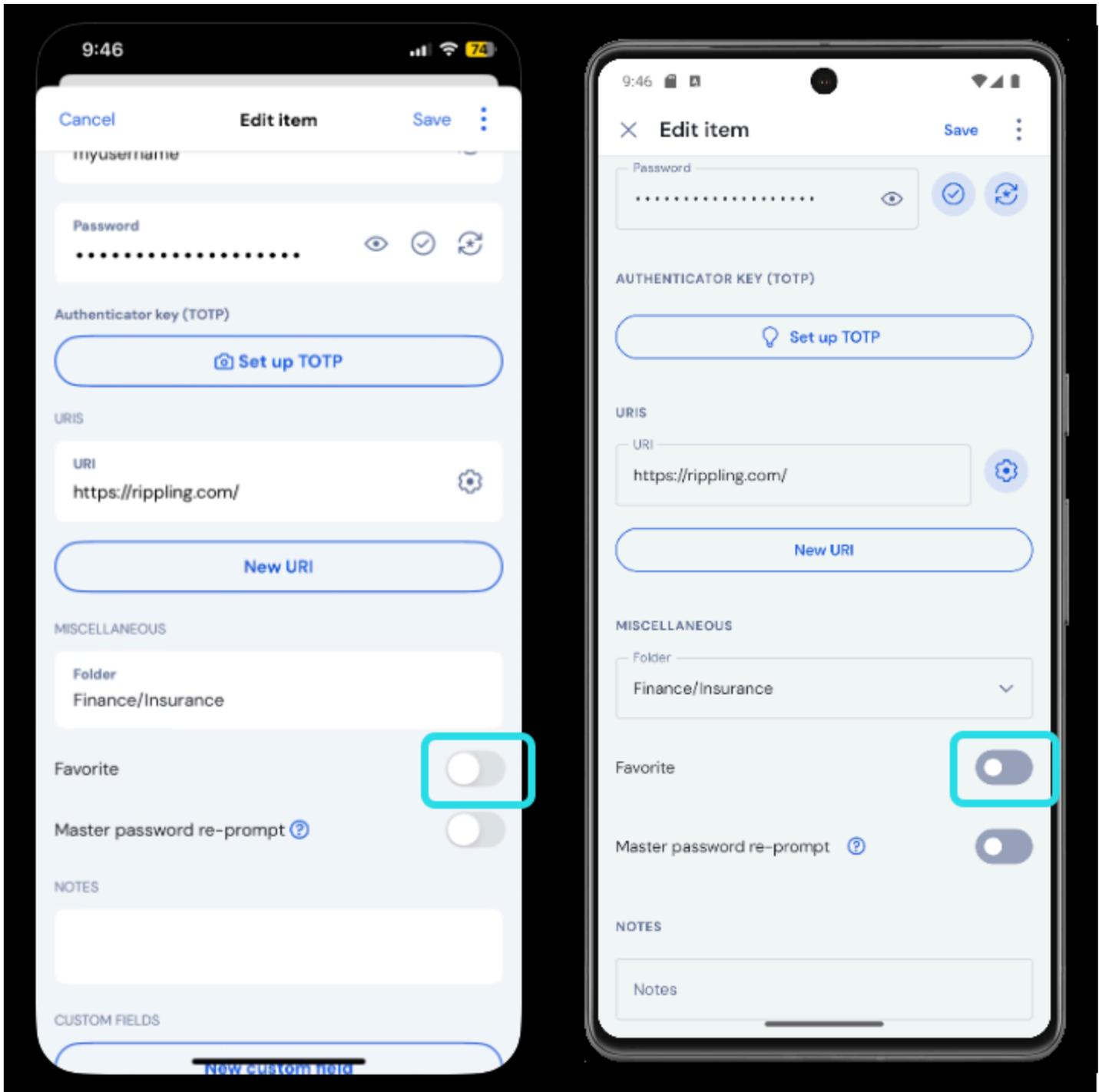
Favorite an item

⇒Desktop

On the Add Item or Edit Item screen, check the **Favorite** checkbox and **Save** the item:

Favorite an Item

⇒Mobile

On the Add Item or Edit Item screen, toggle the **Favorite** switch and **Save** the item:

Favorite an item on mobile