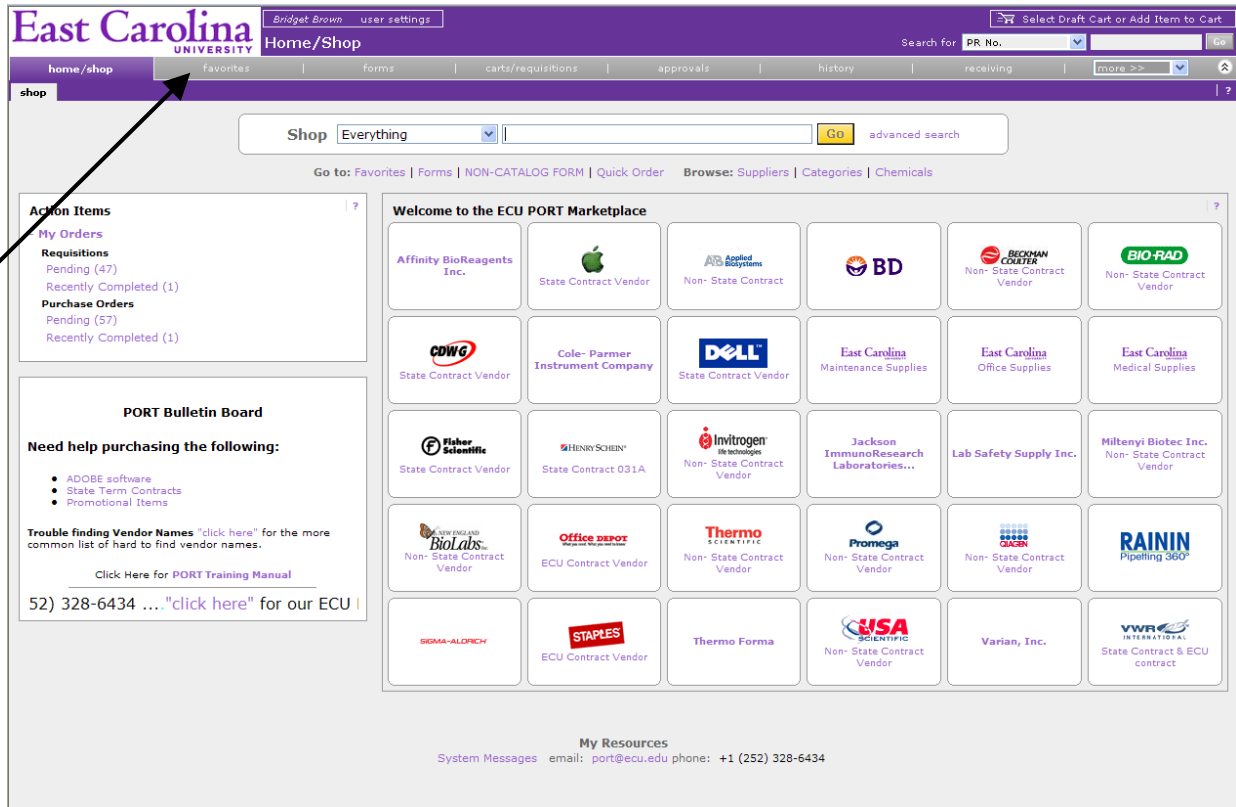
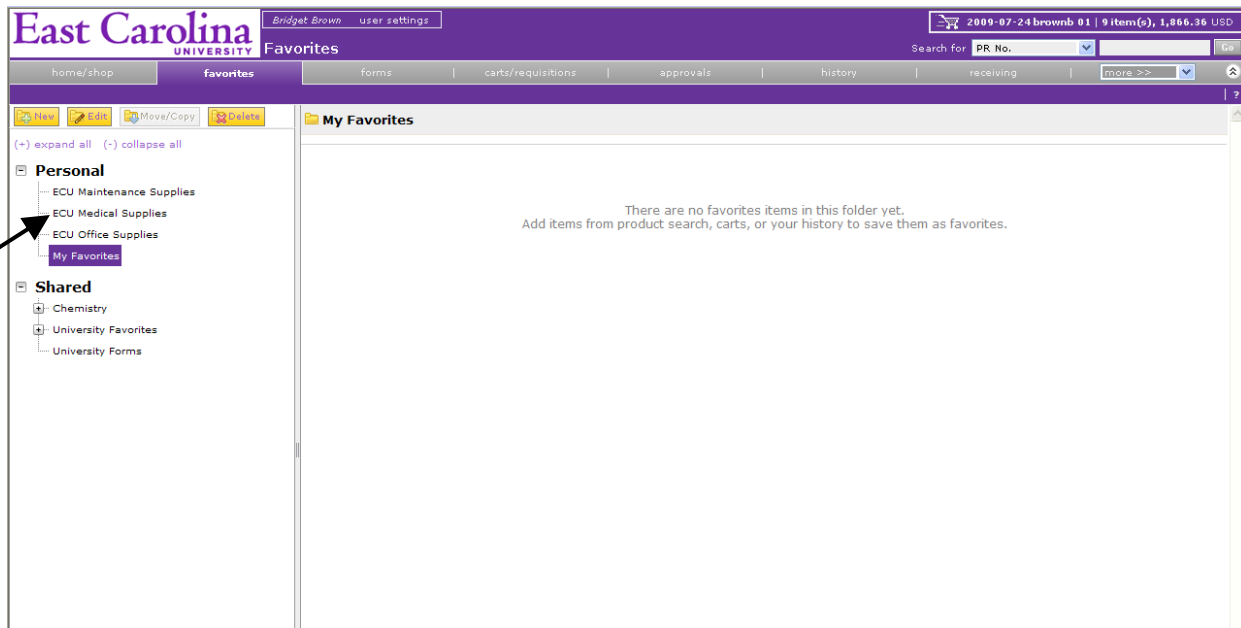


DELETE FAVORITE ITEMS

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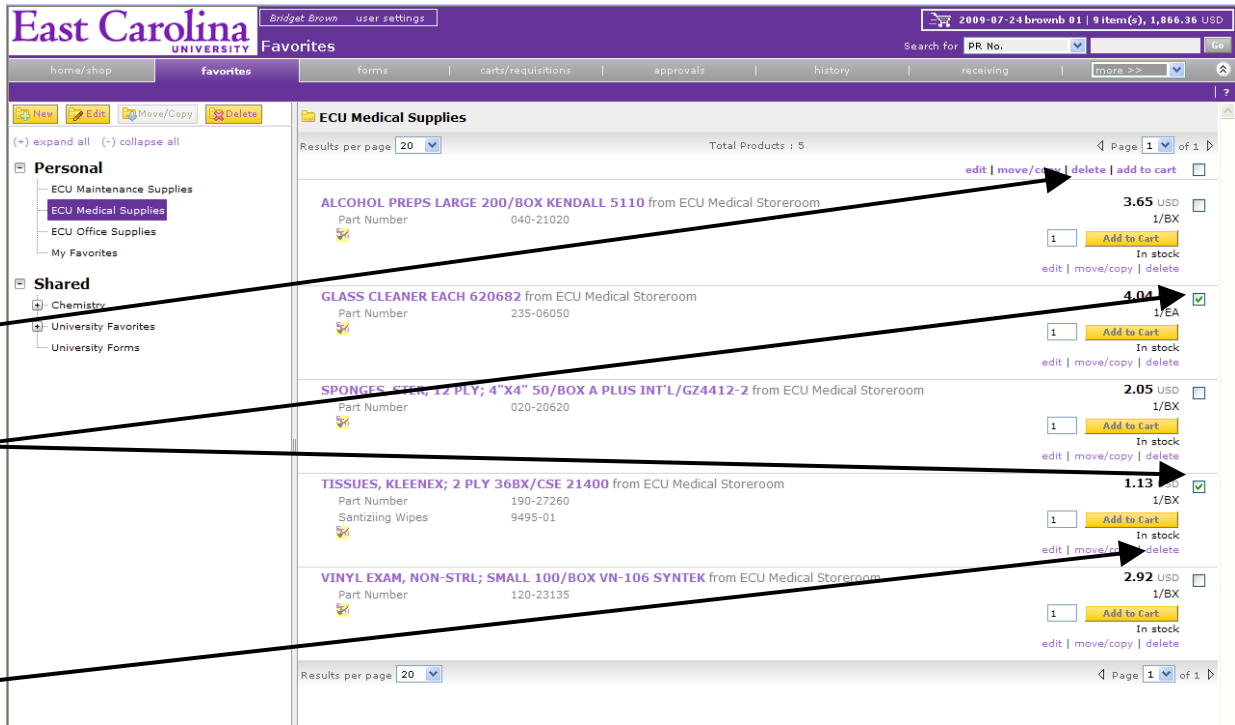
1. Click on **favorites**.



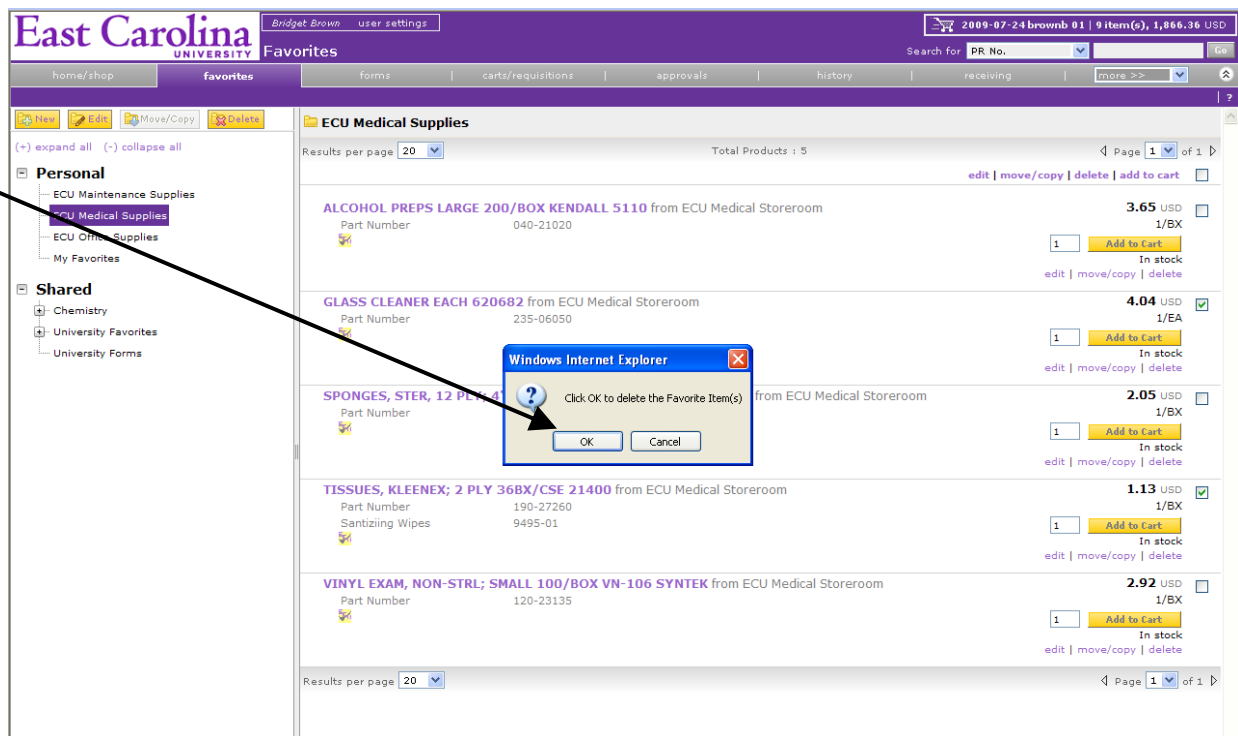
2. Click on the folder under **Personal** that contains the item (s) to delete from your favorites. In this example, we will be deleting items from the **ECU Medical Supplies** folder.

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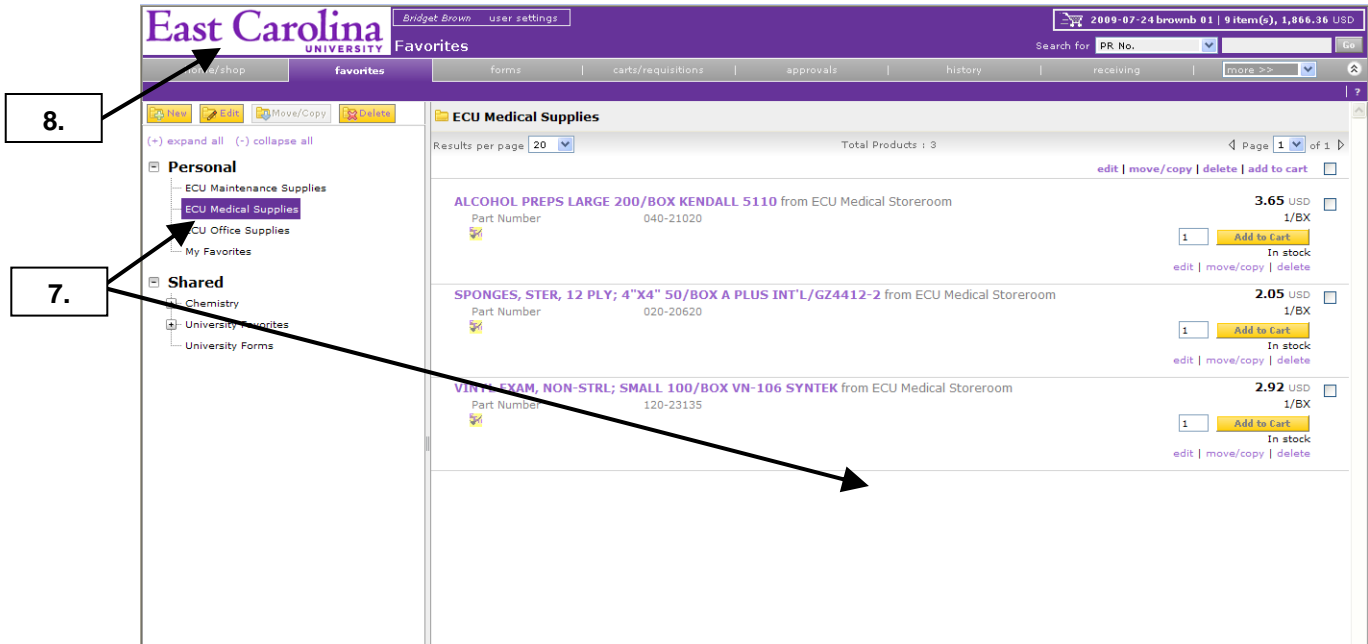
3. To delete only one item, you can select the **delete** link that corresponds with the item.
4. In this example, we will delete multiple items by selecting the check box that corresponds with the items that need to be deleted.
5. Click on the **delete** link at the column header section.



6. Click on the **Submit** button to confirm deleting the item.

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7. Notice that the item has been removed from ECU Medical Supplies folder.
8. This completes the steps for this procedure. Click on the **East Carolina University** icon to return to the home page.