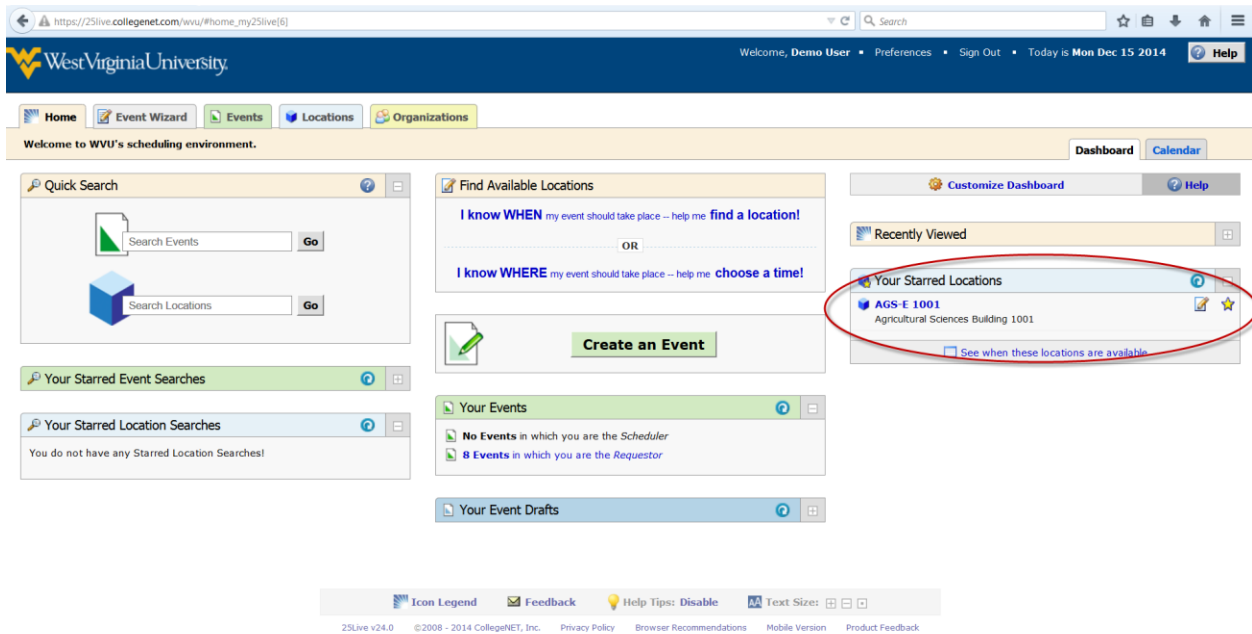
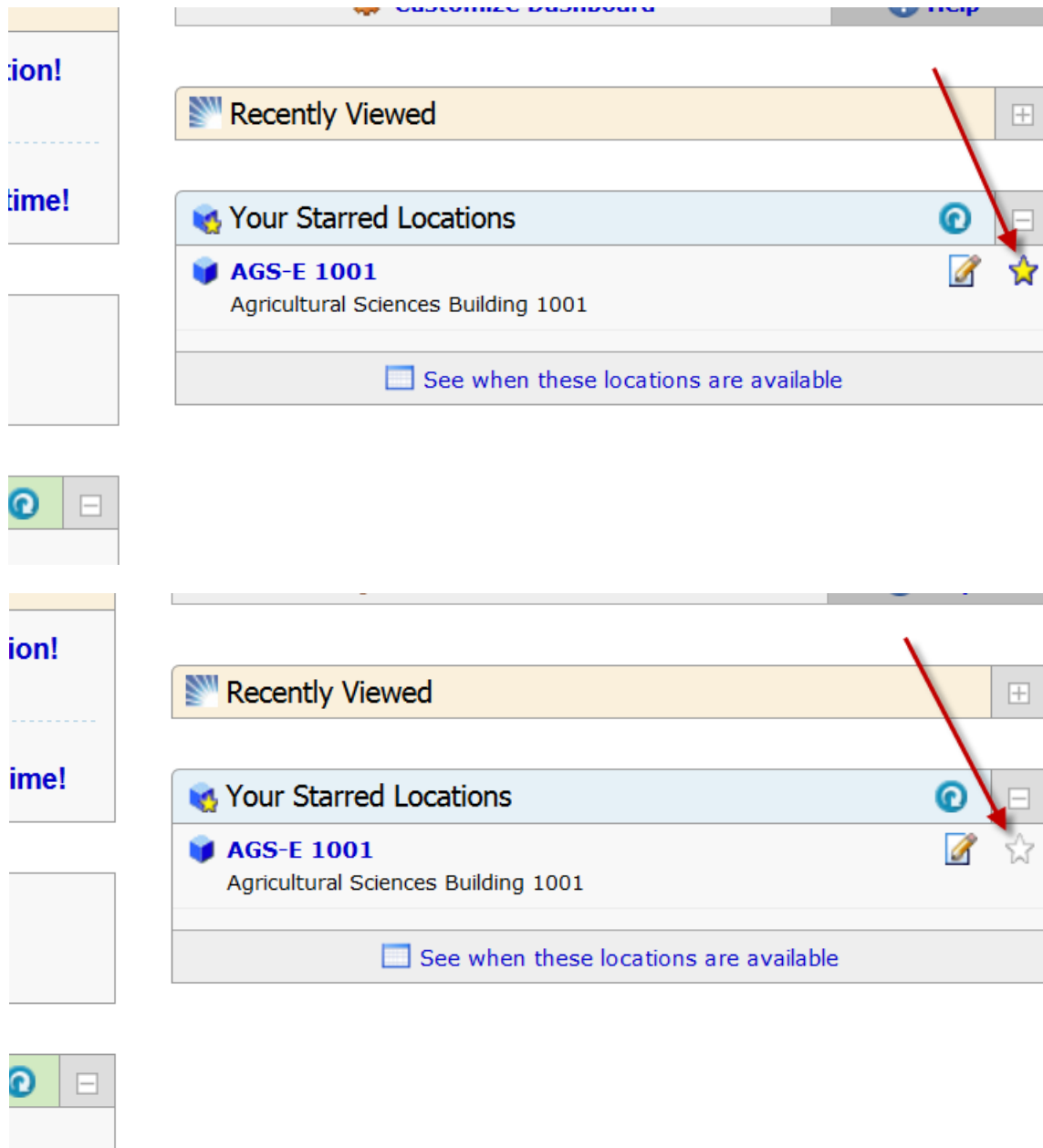


## How to Remove a Starred Item

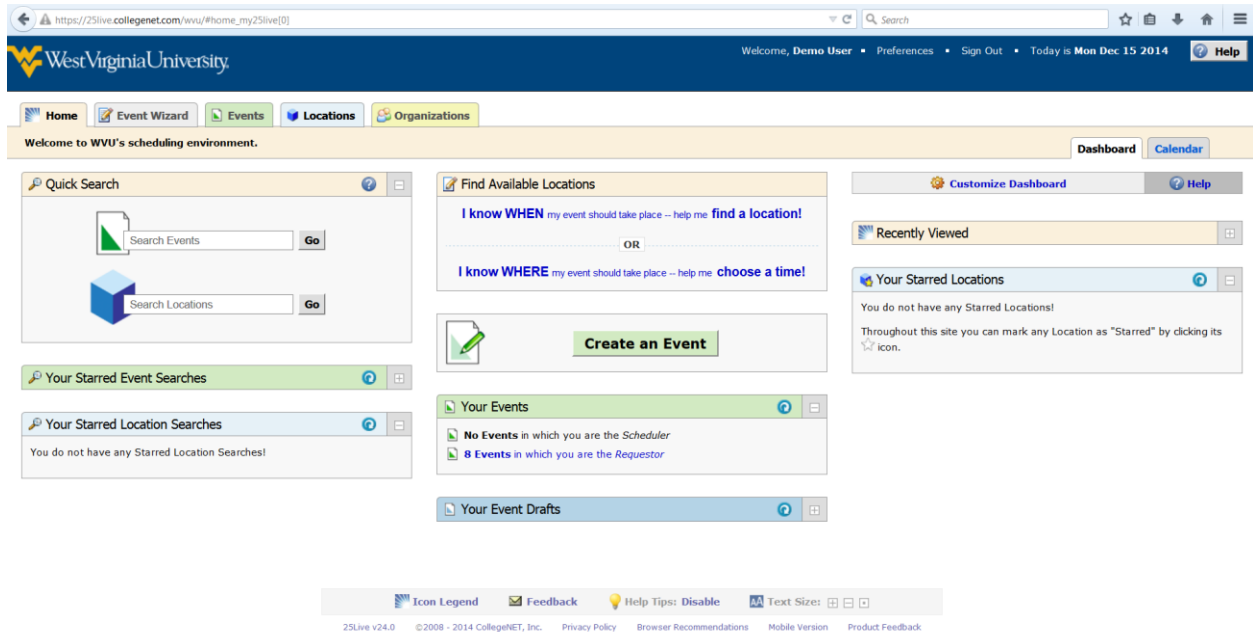
1. Log into 25Live.
2. “Starred Items” are unique to the individual user. Any event, location, report, or search that you have starred will appear on your home page.
3. In our example, AGS-E 1001 is a “Starred Location”.



4. To remove this item from your “Starred Locations”, simply click on the star beside it. It will become white instead of yellow.



5. Hit refresh and it will disappear from your home page since it is no longer “starred”.



6. You can also star and remove a star during the event request process (event types, organizations, etc) on the “Event Wizard” tab using the same process when you are creating a new event or editing an existing event.

