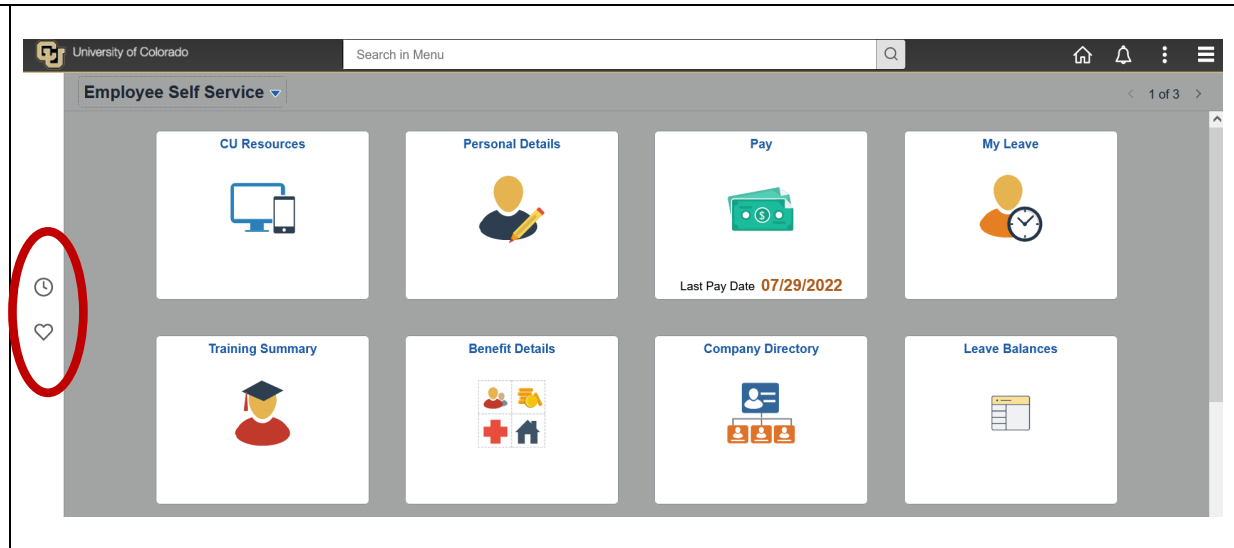


PeopleTools | Quick Access Bar

The homepage now includes a **Quick Access Bar**, providing one-click access to your favorites and recently visited items.

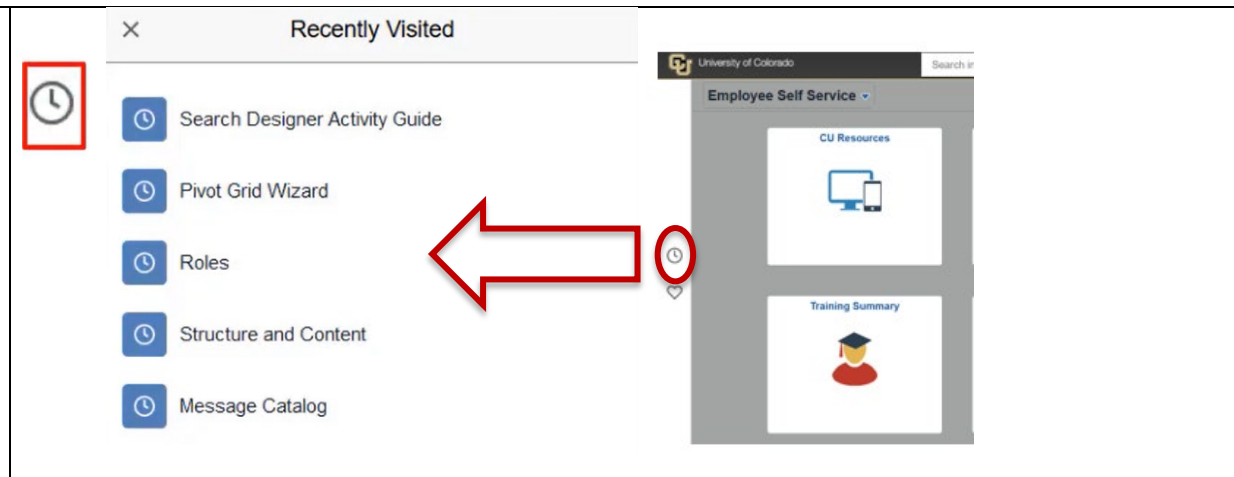
On a desktop monitor, the **Quick Access Bar** is displayed on the far left.

On a smartphone or other device using portrait orientation, the **Quick Access Bar** will appear at the bottom of the screen.



Recently Visited

With a single tap of the clock icon, you can view your recently viewed items, similar to clicking the **Recently Visited icon** on the NavBar.



Favorites

Likewise, clicking the heart icon will open your favorites, the same ones that are available through the **NavBar**.

