

Removing A Favorite Report From The Dashboard

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View the **Dashboard**, and click the Gear Icon in the **Favorite Reports** box. Here you will view the **Managed Saved Reports** table.

You can remove a report from **Favorite Reports**. Click on the **Filled Star Icon**, and the star will become empty, showing it is no longer a favorite. You can also delete a saved report you created from your list by clicking the **Trash Icon**. To delete a saved report that was shared by another user, click the **Unlink Icon**.

Return to the **Dashboard**, and you will no longer see the selected report in your **Favorite Reports** box.
