




# Panel's Description

## Bookmarks

In the panel, we can distinguish the existence of 3 sections:


- The "**Everybody**" section
- the "**My Groups**" section which contains several "sub-sections" ( one for each users groups you are belonging ).
- The "**Private**" section

A good understanding of how these sections work is essential for understanding the bookmarks sharing.

1. The View **Refresh button**.
2. Button to add **directories** or **separators** (cf. Organizing your bookmarks).
3. A blue background indicates you are the **owner** of the bookmarks. Otherwise the bookmark is displayed with a white background..
4. The icon  indicates you do not have the right to make changes to the bookmark.
5. The icon  opens or closes a section or sub-section. ( the same icon exists for directories ).
6. A black background tells the user that this bookmark is the currently displayed.
7. The icon  indicates that the favorite is shared by reference
8. Icons to identify the type of view contained in the bookmark :

 Liste

 Portail

 Liste problèmes sources

9. An exemple of directory.  
Its name is "**bordeaux**" and contains 4 bookmarks.
10. The named separator will allow you to organize yours directories or bookmarks into subparts..  
In our example, we have a separator named "**Administration**".
11. The trash can icon allows you to **delete** a favorite, a directory or a separator.
12. The gear icon allows you to **rename** a bookmark, a directory or separator.

