Welcome to TimeCamp Help!

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Favorites

In this article:

- Favorite tasks
- Suggested tasks

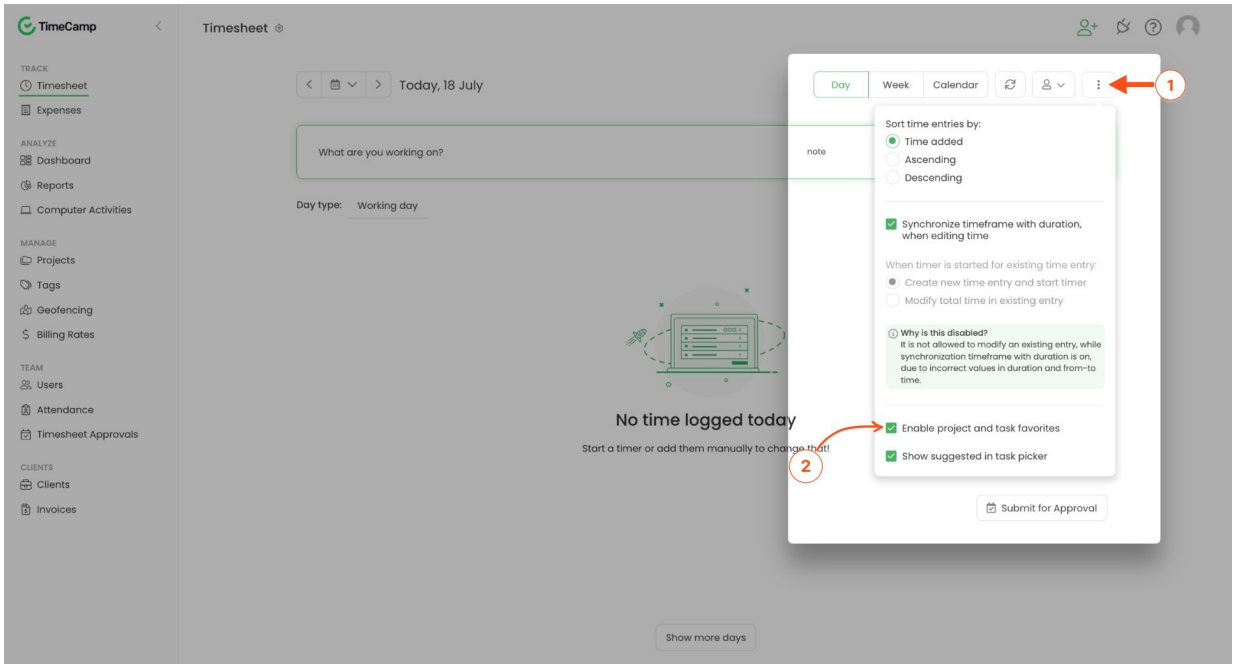
Marking tasks as favorites will make it easier and faster to start tracking time. Just open a task picker and choose a task at the top of your list.

Favorites are available in all subscription plans.

Favorite tasks

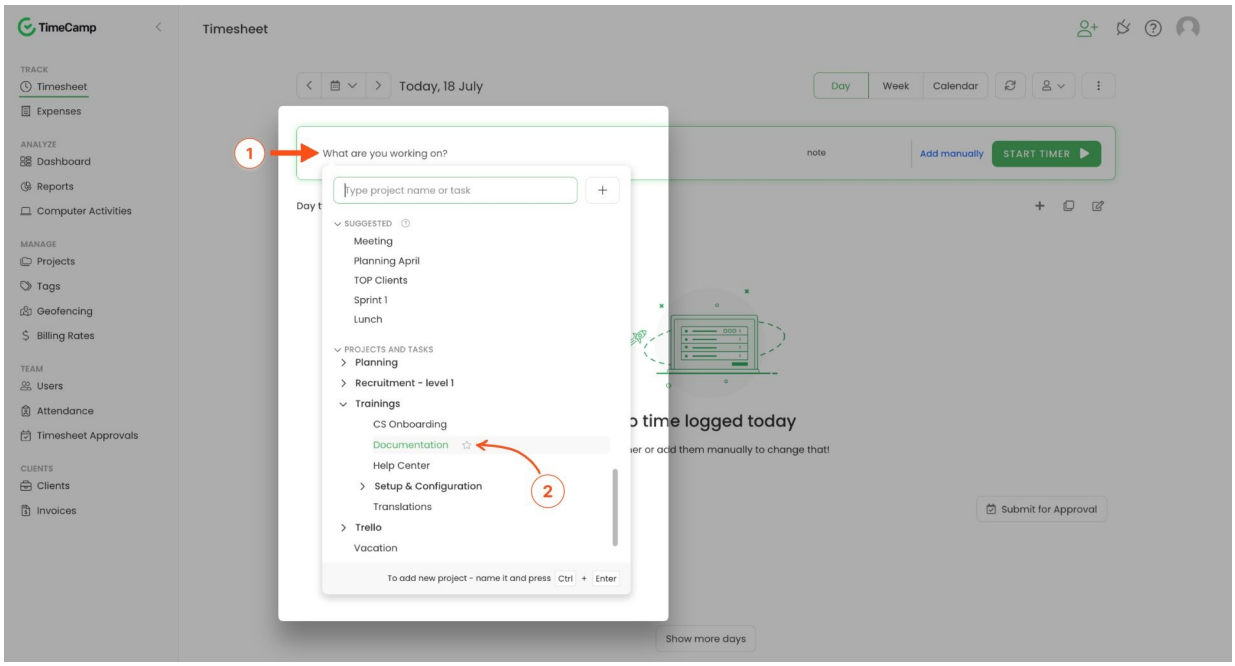
Favorite tasks are available only on your Timesheet.

You can enable or disable this functionality by opening the Timesheet options under the **"3 vertical dots"** button and using the **Enable project and task favorites** setting.

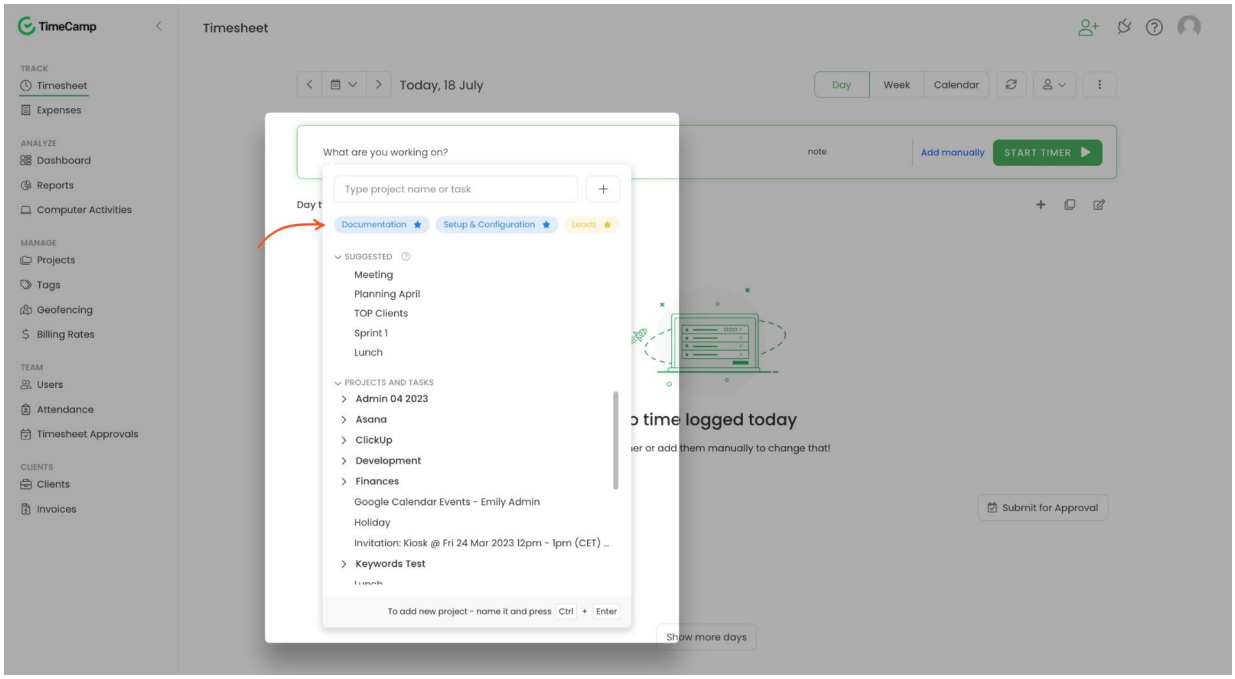


When the Favorites functionality is enabled you can mark specific tasks or projects with a star icon and automatically put them at the top of your tasks list.

To do that **open a task picker** by clicking on the "Select task" option or on the assigned task on your Timesheet. Next, hover a mouse over the specific task from the list so the **star** icon will appear next to the task name.



After clicking on the star icon a task will be added at the top of the list. So each time you want to assign a task to your time entry you can immediately select a favourite task.



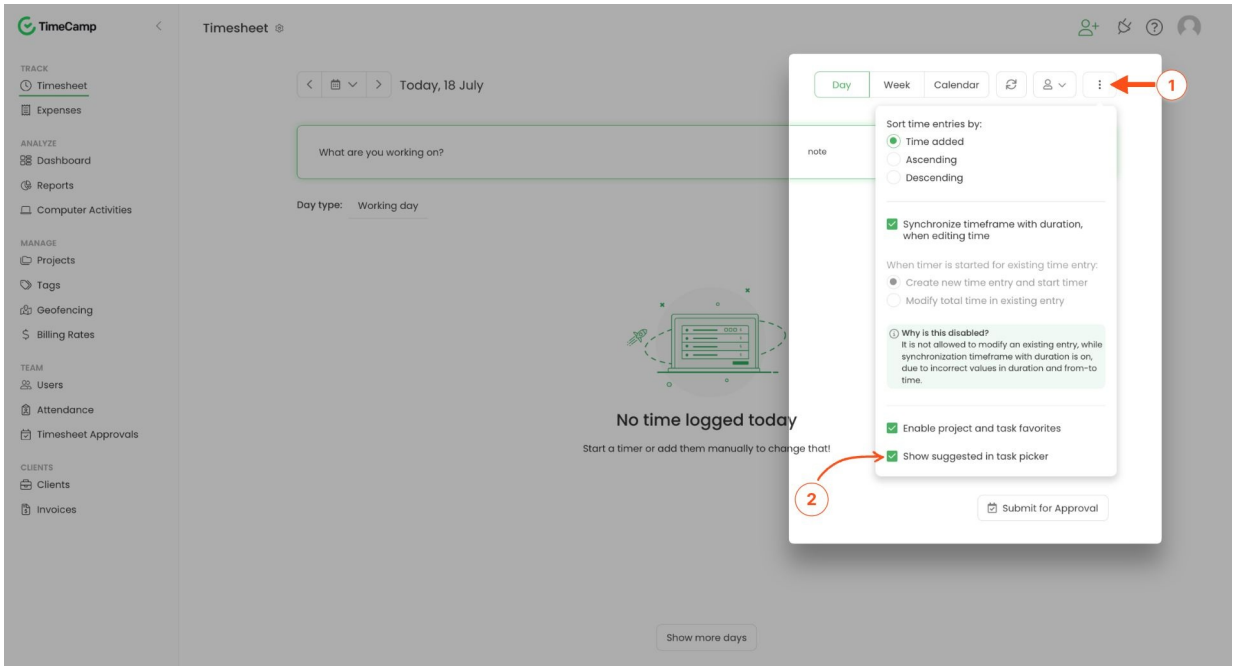
To remove tasks from Favorites click on the star icon next to the task name again.

> The maximum number of tasks you can add to Favorites is 5.

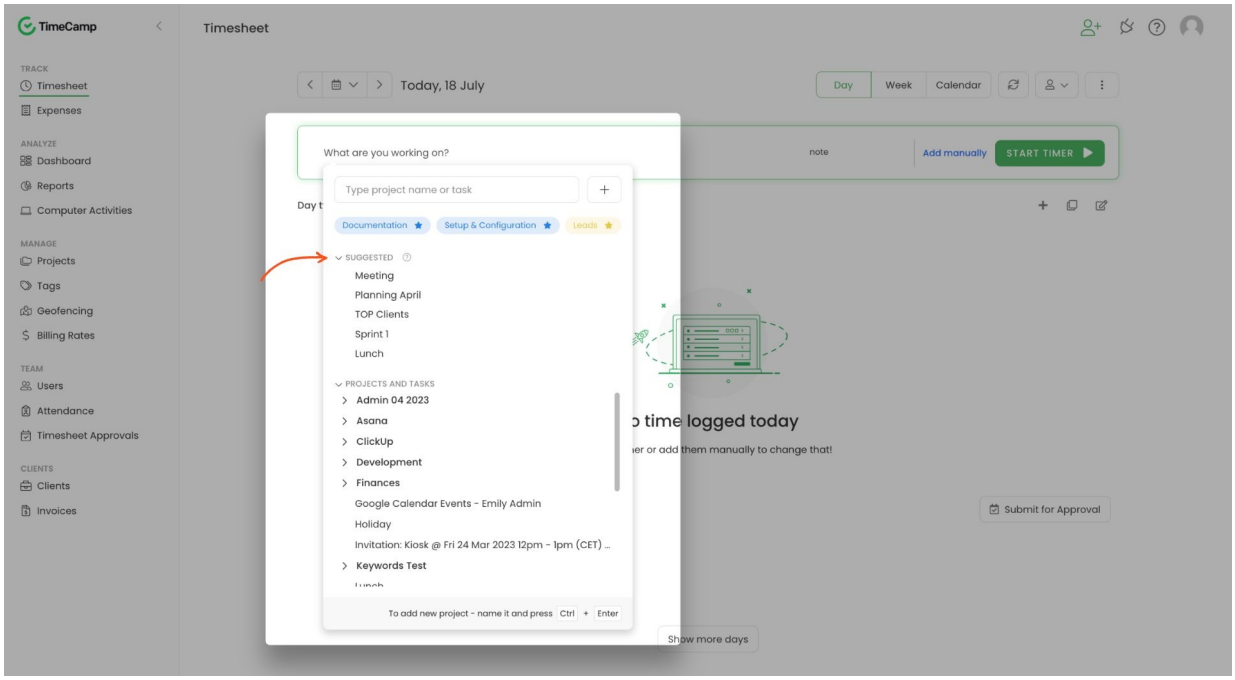
Suggested tasks

> Suggested tasks are available only on your Timesheet.

You can enable or disable this functionality by opening the Timesheet options under the **"3 vertical dots"** button and using the **Show suggested in task picker** setting.



When the Suggested Tasks functionality is enabled the **recently used tasks** will be automatically displayed at the top of the list when you open a task picker. It is not possible to manually define the suggested tasks.



> Tasks that are marked as Favorites won't be displayed as suggested.

> The maximum number of tasks that can be displayed as Suggested is 5.