



My Lists – Tag and Edit Your List

Adding tags helps you organize your lists and make them easier to find. Plus you can easily edit your details within your list such as name as well as add any notes.

Unity Job 4/24

Edit name

Private list ⓘ

Tags

Unity job X Due 4.4 X Third Tag X Fourth Tag X Fifth Tag X

Add tag

LAST UPDATED

03/04/2024

CREATED BY

user.name.1234

NOTES

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Edit notes

TOTAL ITEMS

6

LIST TOTAL

\$12,799.26

ADD NAME AND NOTES:

1. Edit name and add notes: Click on the red “edit name” link and the “Edit List Detail” modal will pop up and enable you to create/change you list name as well as add any notes that are relevant to this list.

TAG YOUR LIST:

2. Click the red “add tag” link and the “add tags” modal will pop up. Type a tag and then press “Enter” to save it. You may add more than one tag at a time. To delete a tag, tap the X. This will remove the tag immediately.

Add Tags

X

Adding tags helps you organize your lists and make them easier to find.

Tags

Unity job X

Due 4.4 X

Type a tag and then press “Enter” to save it. You may add more than one tag at a time.
To delete a tag, tap the X. This will remove the tag immediately.

Save

Cancel