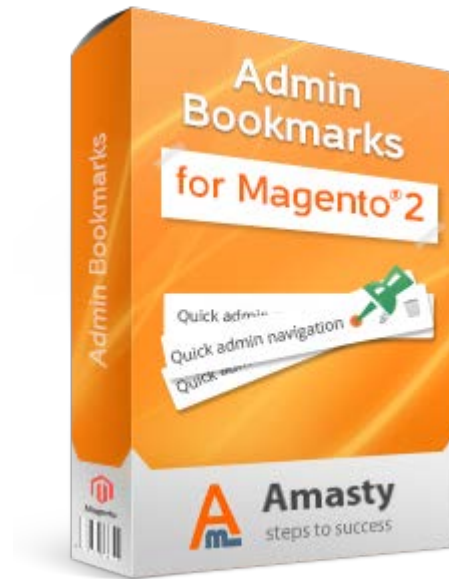


Admin Bookmarks for Magento 2



Magento 2 Extension User Guide

Official extension page: [Admin Bookmarks for Magento 2](#)



User Guide: [Admin Bookmarks for Magento 2](#)

Support: <http://amasty.com/contacts/>

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To configure general settings please go to Admin panel->Stores->Configuration ->Admin Bookmarks

Store View: Default Config ? Save Config

AMASTY EXTENSIONS ^

Admin Bookmarks

GENERAL ∨

CATALOG ∨

CUSTOMERS ∨

SALES ∨

SERVICES ∨

ADVANCED ∨

General ⌵

Enable Bookmarks Bar Yes ∨ [GLOBAL]

Shared Bookmarks No ∨ [GLOBAL]

If set to "Yes", all admin users share the same list of bookmarks.

If this option is set to 'No', users will see only their own bookmarks. If you choose 'Yes', all store admins will see bookmarks of all other administrators in addition to their own.



2. Creating bookmarks

You can easily access any bookmarked page.

Press pencil sign to rename the bookmark. Quickly unpin pages by clicking 'X'

Click on the pin to bookmark a page.



The screenshot shows the Magento 2 admin interface. On the left is a dark sidebar with navigation icons for Dashboard, Sales, Products, Customers, Marketing, and Content. The main content area displays the 'Credit Memos' page, which is bookmarked as indicated by a pin icon. The page includes a search bar, a table of records, and various controls like 'Default View', 'Columns', and 'Export'. A callout points to the pin icon, another points to the pencil icon in the bookmark bar, and a third points to the 'X' icon in the bookmark bar.

<input type="checkbox"/>	Credit Memo	Created	Order	Order Date	Bill-to Name	Status	Refunded	Action
<input type="checkbox"/>	000000001	Nov 18, 2015 8:34:40 AM	000000002	Nov 18, 2015 8:34:40 AM	Veronica Costello	Refunded	\$5.00	View



2. Creating bookmarks

When page is bookmarked, pin sign changes color from grey to yellow, and new bookmark appears at the top of the page.

Credit Memos  

Credit Memos 



 admin ▾

Search by keyword



 Filters



Default View ▾



Columns ▾



Export ▾

Select Items ▾

1 records found

20



per page



1

of 1



<input type="checkbox"/>	Credit Memo	Created	Order	Order Date	Bill-to Name	Status	Refunded	Action
<input type="checkbox"/>	000000001	Nov 18, 2015 8:34:40 AM	000000002	Nov 18, 2015 8:34:40 AM	Veronica Costello	Refunded	\$5.00	View



3. Bookmarks with filtered data

Shipment Tax Report Custom email Catalog Filtered Catalog

Catalog

admin

If you apply one or multiple filters and then bookmark the page, filtered data will be saved as a bookmark.

Filters Default View Columns

Active filters: Type: Simple Product Attribute Set: Bag Clear all

Actions 14 records found 20 per page 1 of 1

ID	Thumbnail	Name	Type	Attribute Set	SKU	Price	Quantity	Visibility	Status	Websites	Action
1		Joust Duffle Bag	Simple Product	Bag	24-MB01	\$34.00	100.0000	Catalog, Search	Enabled	Main Website	Edit
2		Strive Shoulder Pack	Simple Product	Bag	24-MB04	\$32.00	100.0000	Catalog, Search	Enabled	Main Website	Edit
3		Crown Summit Backpack	Simple Product	Bag	24-MB03	\$38.00	100.0000	Catalog, Search	Enabled	Main Website	Edit
4		Wayfarer Messenger Bag	Simple Product	Bag	24-MB05	\$45.00	100.0000	Catalog, Search	Enabled	Main Website	Edit





4. Bookmarks for store administrators

Customers Now  Filter_Catalog 

Each store admin creates and sees his/her own bookmarks. If you want to share bookmarks between all your staff, please turn to the extension settings ([page 3](#)).

Orders 



 Helen 

Create New Order

Search by keyword 

 Filters

 Default View 

 Columns 

 Export 

Select Items 

2 records found

20  per page



1 of 1



	ID	Purchase Point	Purchase Date	Bill-to Name	Ship-to Name	Grand Total (Base)	Grand Total (Purchased)	Status	Action
<input type="checkbox"/>	000000002	Main Website Main Website Store Default Store View	Nov 18, 2015 8:34:40 AM	Veronica Costello	Veronica Costello	\$37.00	\$37.00	Complete	View
<input type="checkbox"/>	000000001	Main Website Main Website Store Default Store View	Nov 18, 2015 8:34:38 AM	Veronica Costello	Veronica Costello	\$34.00	\$34.00	Processing	View



User Guide: [Admin Bookmarks for Magento 2](#)

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3. Bookmarks for store administrators

en Store View

If you select a store view and then pin a page, this page would be bookmarked only for the selected store view.

Shipping Report

Store View: en Store View

Show Report

All Websites
Main Website
en Store View
Default Store View

For a... refresh lifetime statistics whenever you change the time zone.

Last updated: undefined. To refresh last day's [statistics](#), click [here](#).

Filter

Date Used

Period

From *

To *



Thank you!

Should you have any questions or feature suggestions, please contact us at:

<http://amasty.com/contacts/>

Your feedback is absolutely welcome!



User Guide: [Admin Bookmarks for Magento 2](#)

Support: <http://amasty.com/contacts/>