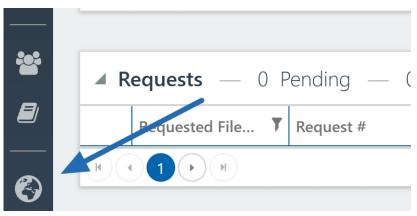
## How to Create a Pinned Library in UNIFI

Last Modified on 05/24/2021 3:03 pm EDT

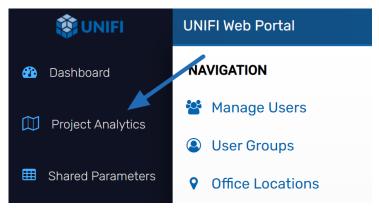
Pinned libraries allow users to automatically search certain libraries connected with a project when that project is open in Revit.

Keep in mind that in order to set up Pinned Libraries, you will need to be a Company Admin.

Click on the UNIFI Web Portal icon on the left side of the screen.



Next, select Project Analytics from the left side of the screen.



Next, select the **Projects** tab and then select the project that you'd like to create pinned libraries for.

<table-of-contents> Dashboard</table-of-contents>	Project Analytics				
Droject Analytics	Overview Projects Unused Families Settings				
Shared Parameters	Sort By: Last Sync - Status: All - Design Phase: All - Search: Sea				
Subscriptions					
3 ≰ Notifications	House in the Canyon				
	Last sync: Apr 17, 2021 7:15:12 AM 2 Models Mobile L				
alibraries 🗐 🗐	UNIFI - Demo Project				
Batch Editor	Last sync: Mar 24, 2021 6:52:58 AM   4 Models US_NV.				

Next, select the Libraries & Channels tab.

## Project Analytics > UNIFI - Demo Project

Overview	Models	Syncs	Libraries & Channels	Settings		
Pin Libraries and Channels to this Project to default users to those sources when searching i						

You can then select the toggle button under the **Pinned** column to indicate which libraries required for the project.

Туре	Name	Owner	Pinned
Show all 🔹	Filter sources by name	Show all owners	Show all 🔹
LIBRARY	AEC - Architecture	UNIFI - Demo AEC	
LIBRARY	AEC - Civil	UNIFI - Demo AEC	$\bigcirc$
LIBRARY	AEC - Structural	UNIFI - Demo AEC	$\bigcirc$
LIBRARY	<u>GC - Construction</u>	UNIFI - Demo AEC	$\bigcirc$

And now UNIFI will only search these libraries when a model for that particular project is open.