

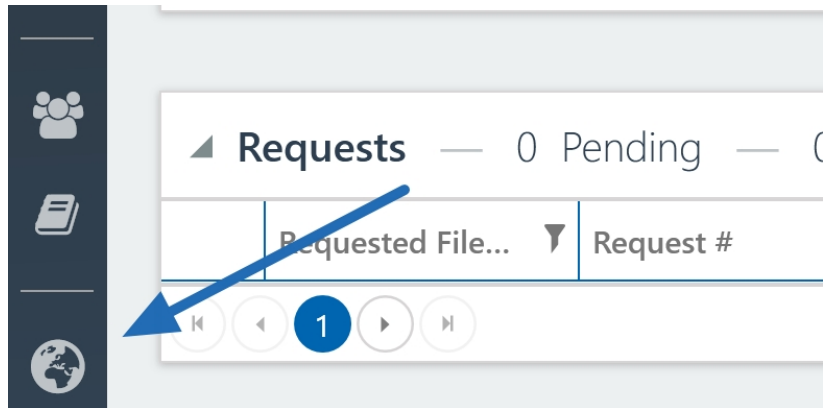
How to Create a Pinned Library in UNIFI

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

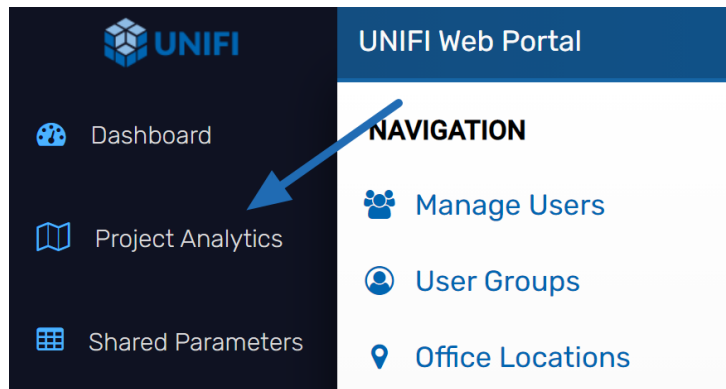
Pinned libraries allow users to automatically search certain libraries connected with a project when that project is open in Revit.

Keep in mind that in order to set up Pinned Libraries, you will need to be a [Company Admin](#).

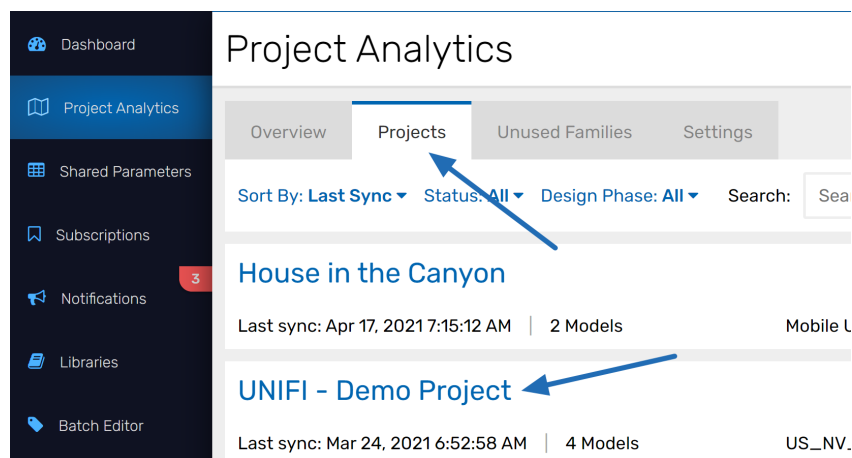
Click on the UNIFI Web Portal icon on the left side of the screen.



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.



Next, select the **Libraries & Channels** tab.

Project Analytics > UNIFI - Demo Project

OverviewModelsSyncsLibraries & ChannelsSettings

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.

Type	Name	Owner	Pinned
Show all	Filter sources by name	Show all owners	Show all
LIBRARY	AEC - Architecture	UNIFI - Demo AEC	<input checked="" type="checkbox"/>
LIBRARY	AEC - Civil	UNIFI - Demo AEC	<input type="checkbox"/>
LIBRARY	AEC - Structural	UNIFI - Demo AEC	<input type="checkbox"/>
LIBRARY	GC - Construction	UNIFI - Demo AEC	<input type="checkbox"/>

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