Recognizing Universal Navigation Elements

Step	Action
1.	Displayed at the top of every page, is the **universal navigation header**. It contains several links that help you navigate and work in SMART, including **Home**, **Worklist**, **Add to Favorites**, and **Sign out**.
2.	You click the **Home** link from any page in SMART to return to your **Home** page.
3.	You use the **Worklist** link to display your Worklist on the **Worklist** page. Your Worklist contains all the work items requiring your attention and approval. **Note:** Only users with an approver role have content on the Worklist page. Users without an approver role see a blank worklist when opening this page.
4.	Click the **Add to Favorites** link to create a favorite for the page in SMART. Favorites are similar to bookmarks in your browser for frequently accessed folders and content.
5.	Click the **Sign out** link to sign out of the application. Always use the Sign out link to exit SMART. You should never just close the browser window.
6.	**Great Job!** You have successfully completed the **Recognizing Universal Navigation Elements** topic. **End of Procedure.**