Configure Settings for Ratings

You can add rating controls to a list or library and let voters rate the content with Stars or Likes. A voter must have Contributor permissions or higher in order to rate or like content.

 

1. Navigate to the list or library.
2. On the ribbon, click the **LIST** or **LIBRARY** tab. In the **Settings** group, click **List Settings** or **Library Settings**.

3. On the **Settings** page under **General Settings**, click **Rating Settings**.

4. Click **Yes** for **Allow items in this list to be rated**. Choose whether to enable **Likes** or **Star Ratings**, andclick **OK**.

5. Return to the list to see the rating system.
**Likes**: A column for Number of Likes is added. The voter clicks **Like** to vote for the item; once **Liked**, the voter can click **Unlike** to remove the vote. The number of voters is also shown.
**Star Ratings**: A Ratings column is added; the voter clicks 1 to 5 stars to indicate degree of approval. The number of voters is also shown.
