

Filter Editor

If you would like to save a Filter you are using for future use, select the Filter Options Menu (gear icon next to Narrow Choices). From the Filter Options Menu, select **Save**. The newly created Filter will now be accessible at the bottom of the Filter Options Menu under **Saved Filters**.

Selecting **Save As** will always prompt you for a new name for your in-use filter, while selecting **Save** will auto-fill in the Filter Name box with the name of your previous filter (if a previous filter is present).

Removing Saved Filters

To remove Filters from your **Saved Filters**, select the X next to that Filter while hovering over it in the Saved Filters section of the Filter Options Menu.