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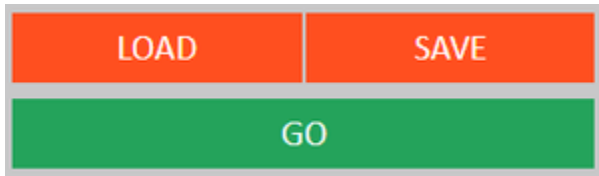
Performance DNA Administrator Guide

Loading and Saving Filters

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Loading and Saving Filters

Filters can be saved and set as a default for future use. A default filter will be automatically loaded when the page loads and only one filter can be set as a default per page. The loading and saving dialogs can be accessed by selecting the **LOAD** and **SAVE** buttons.



The **Load Filter** dialog allows a user to select any of their saved filters for the current page. A filter can be loaded by selecting it from the dropdown and clicking the **OK** button. If **Make this my default** is checked then this will also make the selected filter the default for the page.



The **Save Filter** dialog allows a user to save a new filter or edit an existing one. Each filter's name must be unique and if a filter is saved using an existing filter's name then it will replace it. If **Make this my default** is checked then this will also make the selected filter the default for the page.