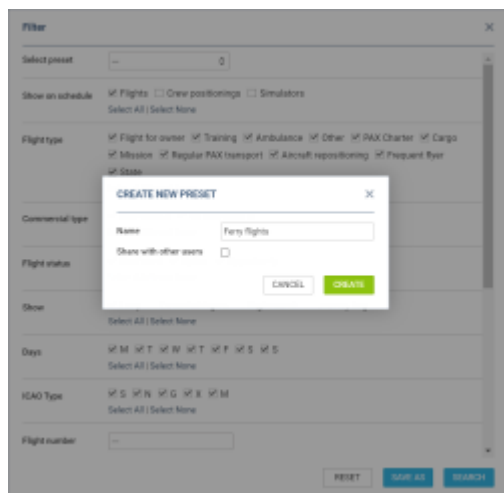


FILTER PRESETS



Creating new filter preset

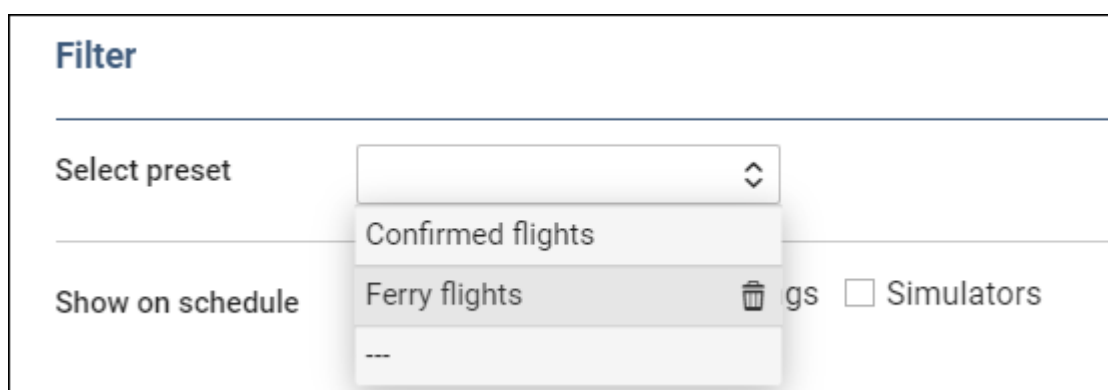
It is possible to create filter presets, which are filtering templates, in the 'FILTER' in the OPS views.

The filter presets allow quick and easy changes to the set of filtering options depending on the requirements.

In order to **create a preset** the following actions need to be performed:

1. select a set of filters within the 'FILTER' pop-up
2. click on the 'SAVE AS' button located in the bottom-right corner of the 'FILTER'
3. name the preset
4. optionally, it is possible to set the preset as a global one by selecting the **Share with other users** option. Otherwise, the presets are considered to be private
5. press the **CREATE** button to save the preset

Once the preset is saved it is available in the **Select preset** dropdown in the 'FILTER'.



It is possible to **delete the preset** by clicking on the bin icon available upon hovering the mouse over the preset.

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updates:ops-possibility-to-create-filter-presets <https://wiki.leonsoftware.com/updates/ops-possibility-to-create-filter-presets>

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