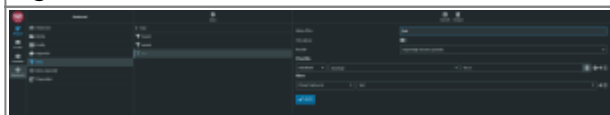


# Filter settings

- after logging in, in the left menu select **Settings**, then **Filters** (Fig 1)
- if I want to edit an already created filter, I click on it, otherwise I select **Create** at the top
- add the necessary data including **Filter name** to make the list items recognizable
- to activate the filter, always remember to switch **Filter active** and then **Save**

Fig 1



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Last update: **2025/09/23 10:33**

