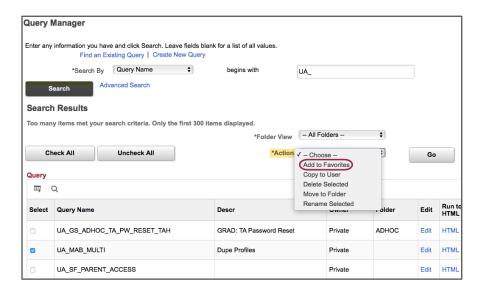


Add Query to My Favorites

The **Query Manager search pages** can include a list of queries call **My Favorite Queries**. Query View search pages can view a list of favorites, but you cannot create a list of favorites in Query Viewer.

- 1. On the **Query Manager Search Results** page, select the query/queries that you want to add to the My Favorite Queries list.
- 2. Select Add to Favorites from the Action drop down menu.



- 3. Click GO. The query appears in the list group box.
- 4. Multiple queries can be added to the **My Favorite Queries** list at one time by selecting the queries before choosing Add to Favorites.