

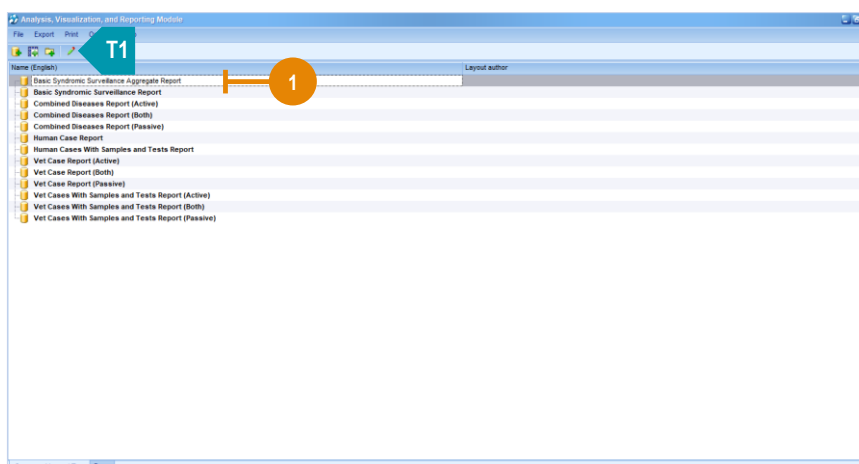
# Edit a Query

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An EIDSS user with the appropriate permissions can revise queries in the Analysis, Visualization, and Reporting (AVR) application. This quick guide presents the steps to edit a query.

1. From the AVR **Query and Layout Tree**, double-click the query you wish to edit. The query appears. **Note:** Published queries (those listed in bold) must be unpublished before they can be edited.

**Tip 1:** A query can also be edited by highlighting the desired query in the **Query and Layout Tree** and clicking the **Edit** icon in the toolbar.

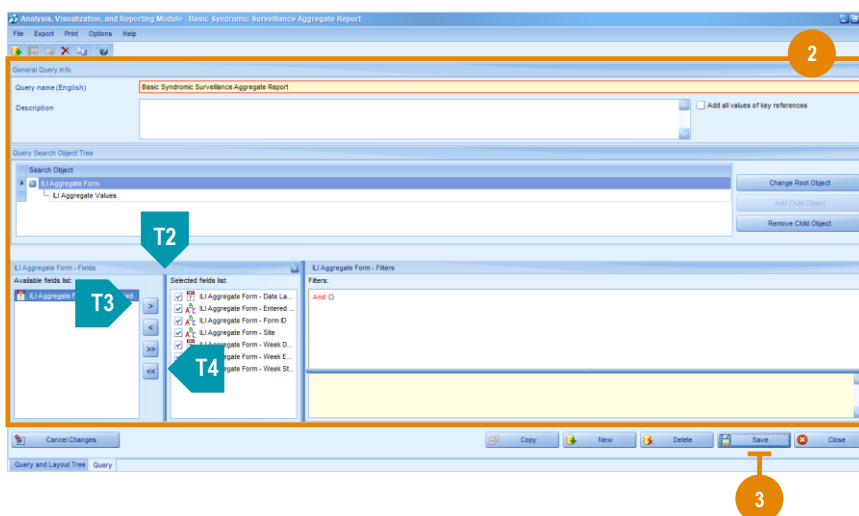


2. Make any necessary revisions. **Note:** If **Human Clinical Signs** and **Human Epi Investigations** child objects are selected, a **Filter by Diagnosis** drop-down menu appears.

**Tip 2:** To adjust the width of the **Available fields list** or the **Selected fields list**, drag the right edge of the list.

**Tip 3:** To move multiple available fields to the **Selected fields list**, hold down the **Ctrl** key while highlighting each desired field and click the **>** icon; to move all fields, click the **>>** icon.

**Tip 4:** To move a selected field back to the **Available fields list**, highlight the desired field and click the **<** icon; to move all selected fields back to the **Available fields list** click the **<<** icon.



3. Click **Save**. A confirmation dialog box appears.

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4. Click **Yes**. The revised query is saved and displays in the **Query and Layout Tree**.

