# Edit a Layout

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

1. From the AVR **Query and Layout Tree,** highlight the layout you wish to edit.

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

2. Choose **Edit Query/Layout** from the **File** drop-down menu. The layout appears with the **View** tab open.
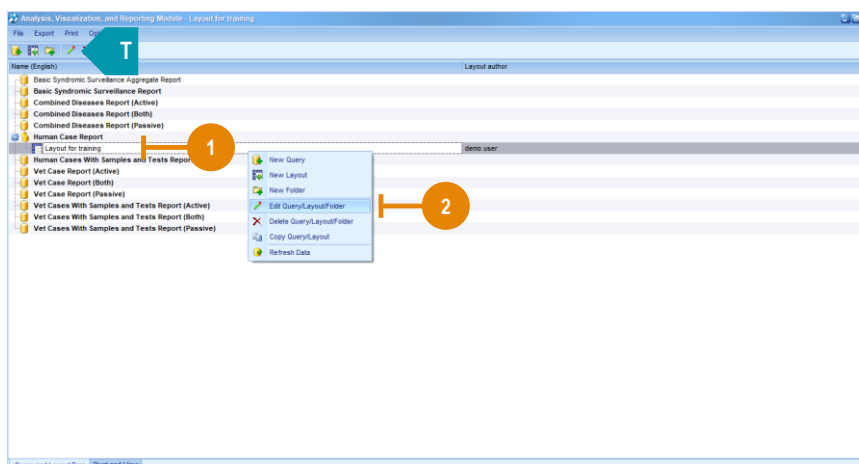


3. Make any necessary revisions.

4. Use the tabs to access and revise other sections as needed. **Note:** Additional help can be found in the **Navigate the Pivot Grid Tab** and **Navigate the View Tab** quick guides.

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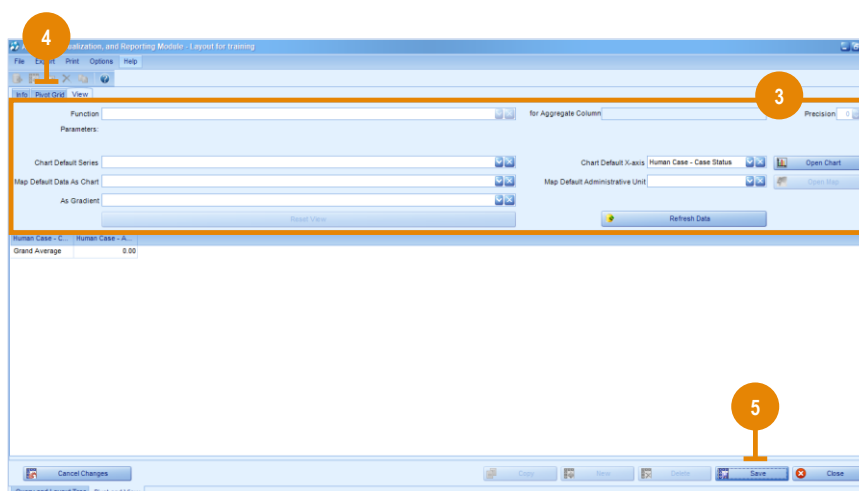


6. Click **Yes.** The modified layout is saved and displays underneath the associated query in the **Query and Layout Tree.**