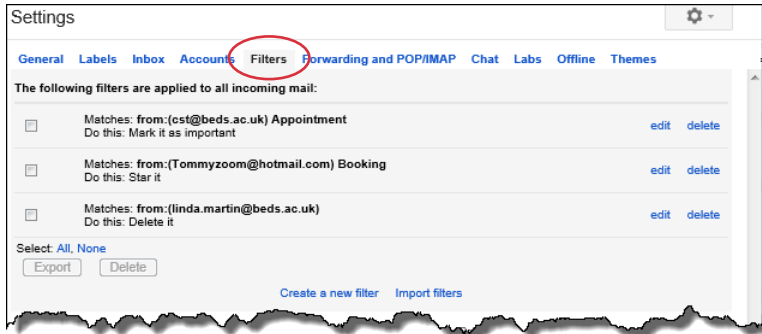




Editing and Deleting Filters

Editing a Filter

1. Select **Settings** from the drop-down menu on the right of your screen.



The **Settings** options will be displayed

2. Click **Filters**. A list of the filters you have created will be displayed.
3. Click the **edit** link for the filter you would like to change.
4. Enter the new criteria in the appropriate fields and click **Continue**>>
5. Update any actions you wish to change, then click **Update Filter**.

To delete a filter

1. Choose **Settings** from the drop-down menu on the right of your screen.
2. Click **Filters**.
3. Click the **delete** link for the filter you wish to delete. A **confirm filter deletion** message will be displayed.
4. Click **OK**.