

Do you want to find listings of interest quickly?

If you have regular search criteria, save the search and let the system help you to quickly find the listings that match the criteria.

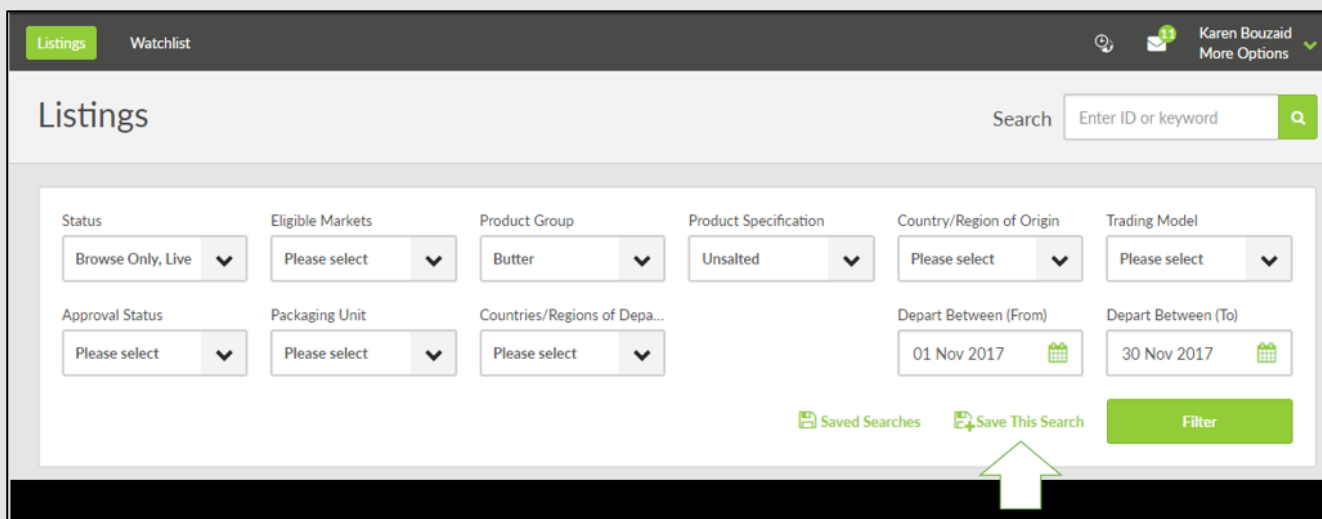
Your criteria may be any of the filters, such as products, type of listing or approval status.

You can also receive a notification when listings match the search criteria.

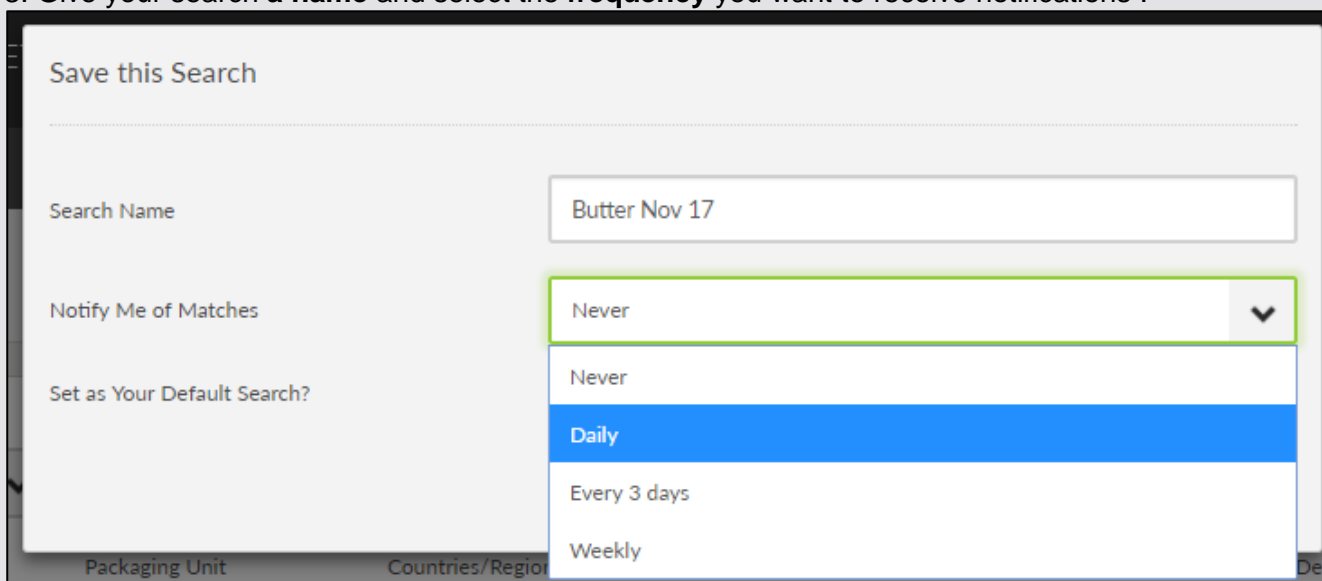
You can set a search as your default view.

How to set up a Saved Searches:

1. Use the **filters** and sort options to select your search criteria.
2. Click on the link '**Save This Search**' .



3. Give your search a **name** and select the **frequency** you want to receive notifications .



4. Click on **Saved Searches** to manage searches and set one search as your default view (if required).



Name	Last Saved	Notify Me of Matches	Notifications Expiry	
Butter Nov 17	27 Nov 2017 3:55 PM	Daily	26 May 2018	✓ Default search
Butter Dec 17	16 Oct 2017 8:47 PM	Every 3 days	14 Apr 2018	✓ Set as default search
ALL WMP	13 Oct 2017 11:30 AM	Never		✓ Set as default search
WMP	21 Jun 2017 10:41 AM	Daily	18 Dec 2017	✓ Set as default search
Casinate listings	24 Mar 2017 11:35 AM	Never		✓ Set as default search

Default view means each time you go to the Listings page the filters will be set automatically.

Click on these icons to search, edit or delete.

