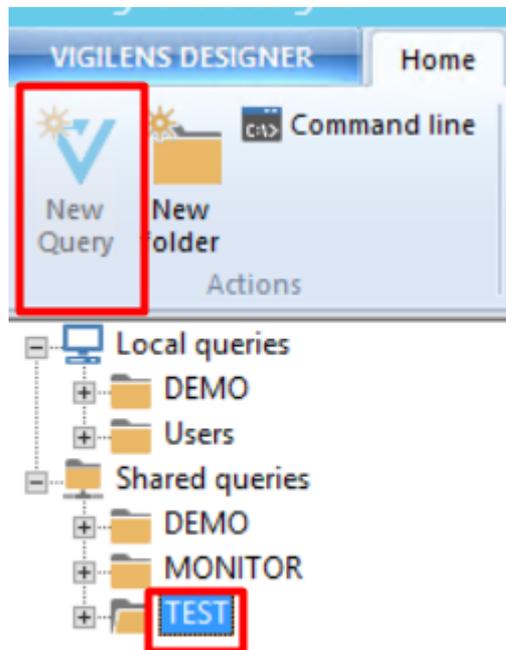


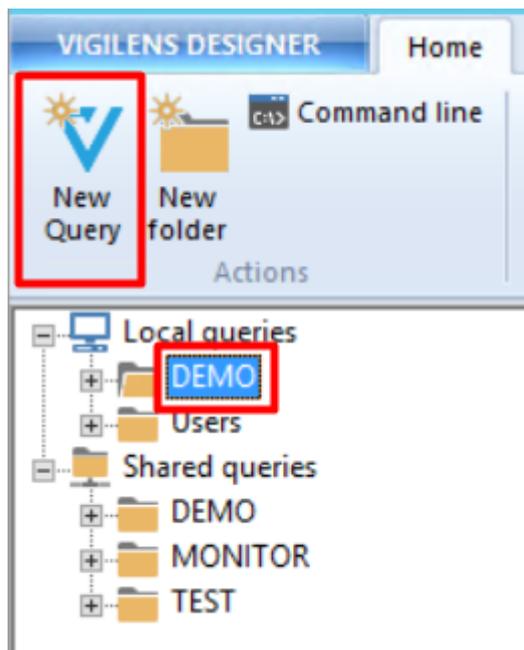
## Focus and query creation

- if the focus (highlighting) is on a sub-element of the Shared Queries folder of **Existing and Shared Queries panel**, it is not possible to create a query, the button is grayed out.

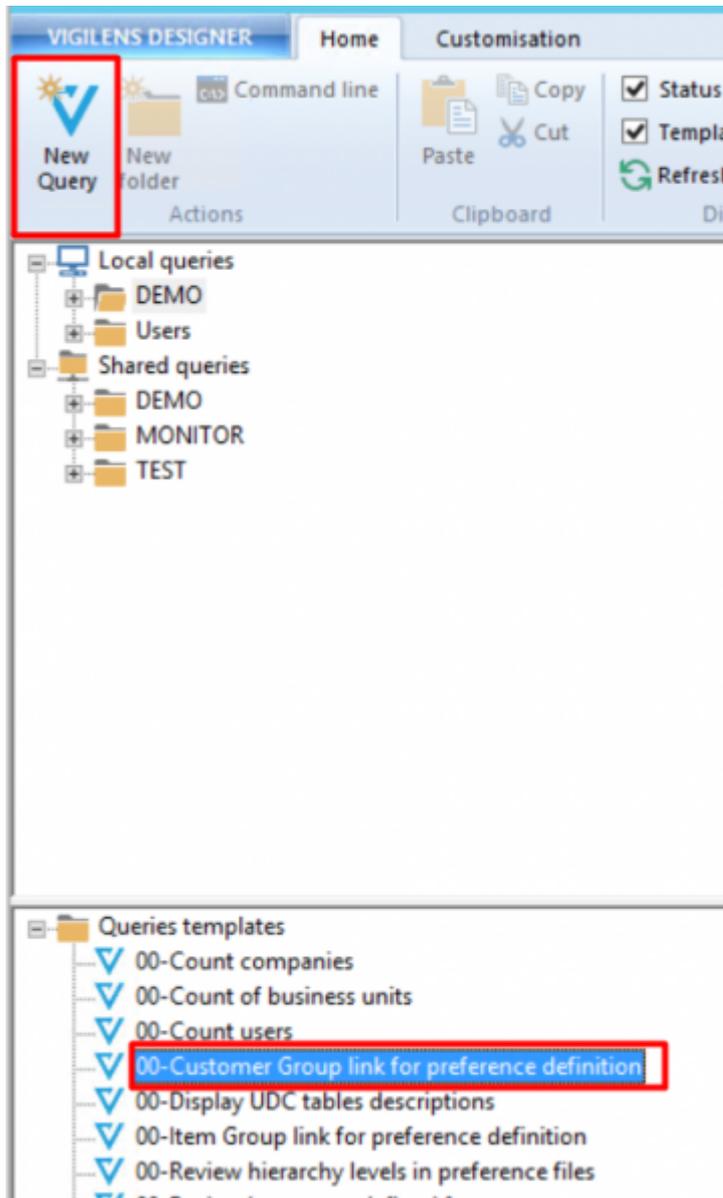


Queries \_\_ can only be created or modified in the user directory. To make them accessible to other users, you must **publish** the query.

- if the focus (highlighting) is on a sub-element of the Local queries folder in **Existing and Shared Requests panel**, then
  - the new query will be created from a blank template
  - it will be stored at the same level as the highlighted item, in it if the highlighted item is a folder.



- if the focus (highlighting) is on an element of the [Queries templates panel](#), then
  - the new query will be created from the selected template
  - it will be placed at the root of the existing queries directory



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