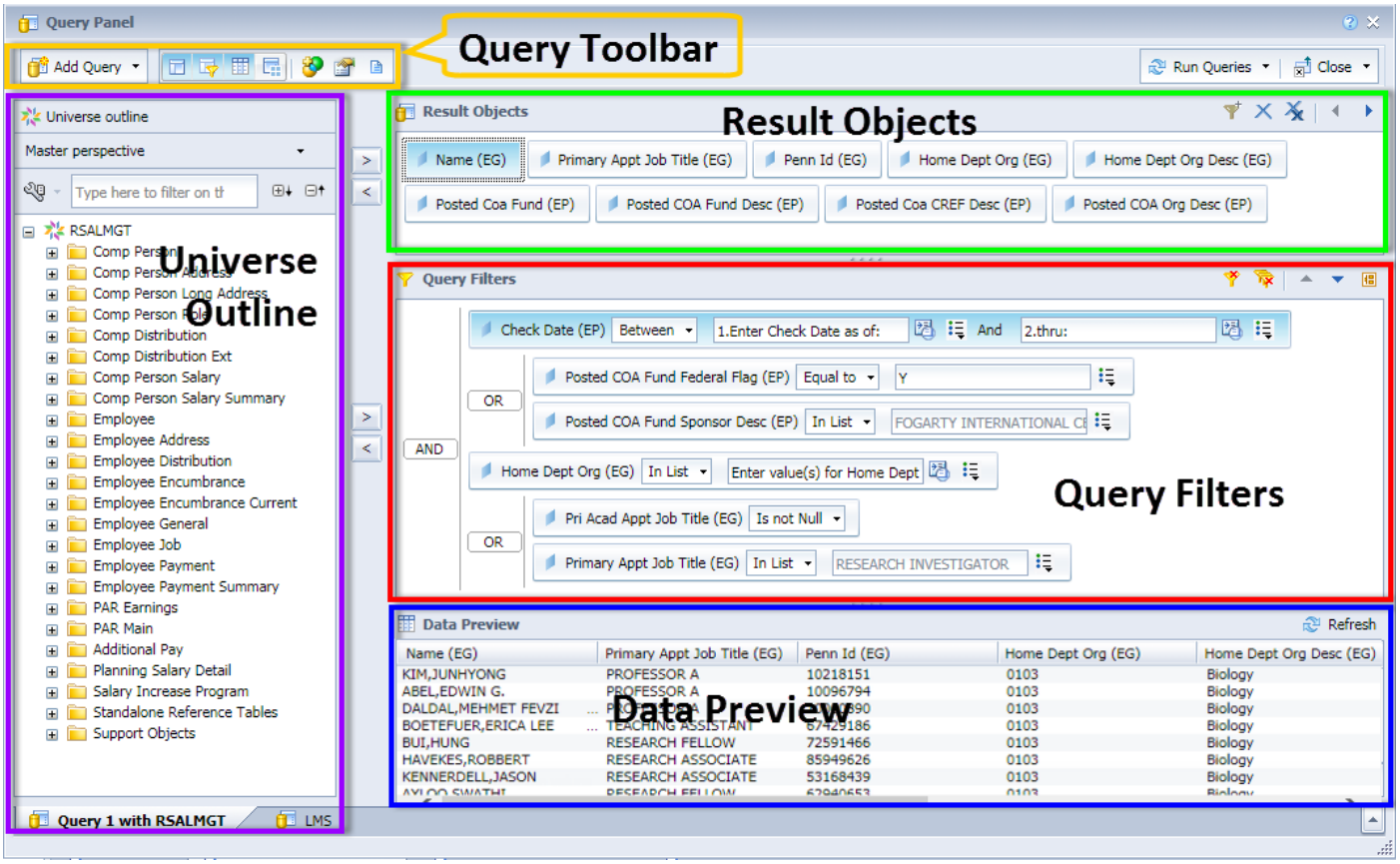
How to Navigate the Query Panel



SCREEN COMPONENTS	DETAILS
Universe Outline	Pane to the far left that contains the fields that you can report on in the universe that you have chosen.
Result Objects	Double click or drag elements from the **Universe Online** pane to this panel. The **Result Objects** elements will appear in the report.
Query Filters	This panel is where you drop and drag the query filters from either the **Result Objects** panel or the **Universe Online** pane that limit your results.
Data Preview	Clicking the **Refresh** icon in the far right of this panel will display a preview of the data that the query will retrieve so that you can validate your query.
Query Toolbar	With this component, you can add additional queries, hide/show the various panes and panels, add a combined query, and view query properties and scripts.
Note that there are some slight differences in the **Query Panel** interface depending on whether your **Preferences** > **Web Intelligence** > **Modify** = **HTML** or your **Preferences** > **Web Intelligence** > **Modify** = **Applet**. See the screenshots that follow.	

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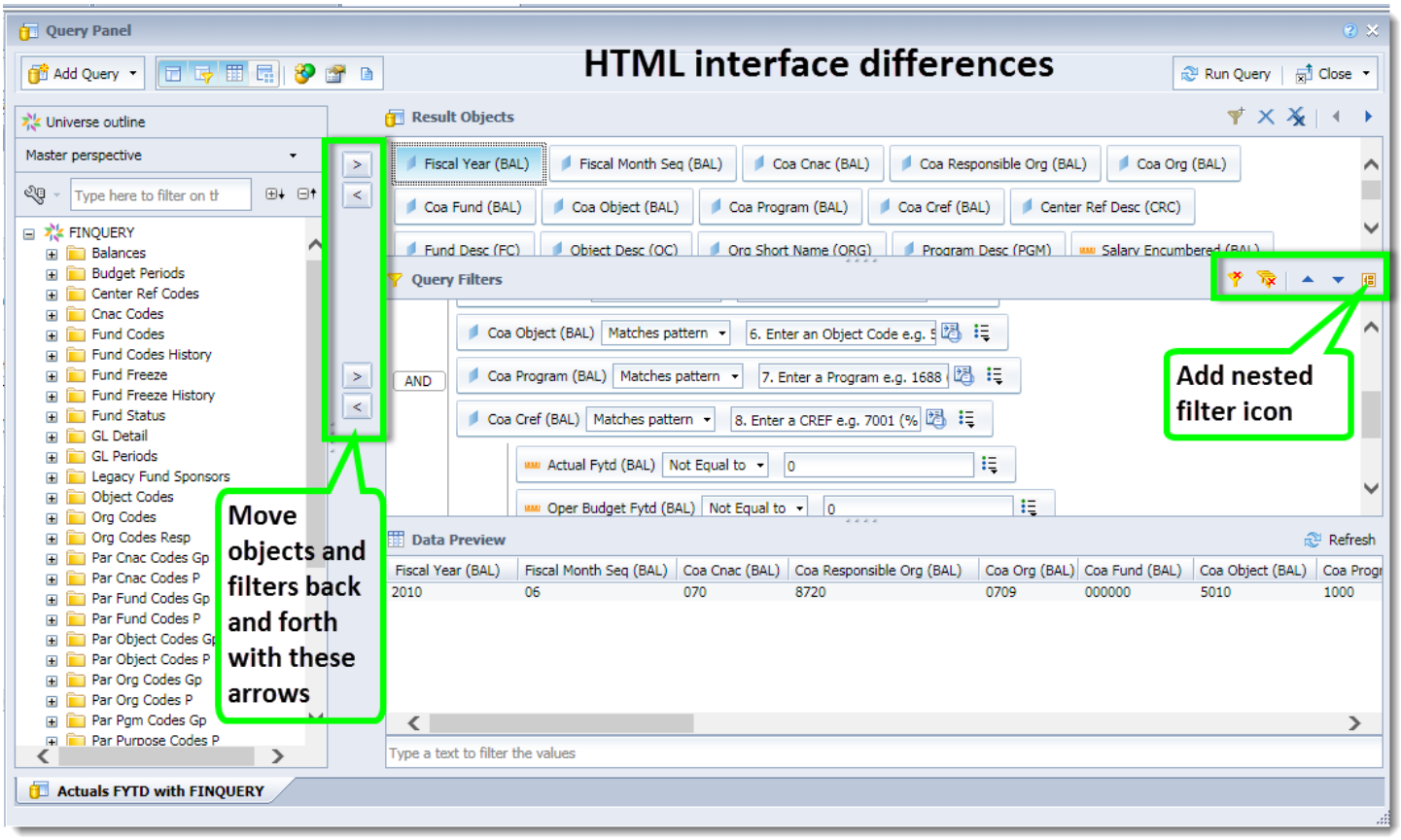
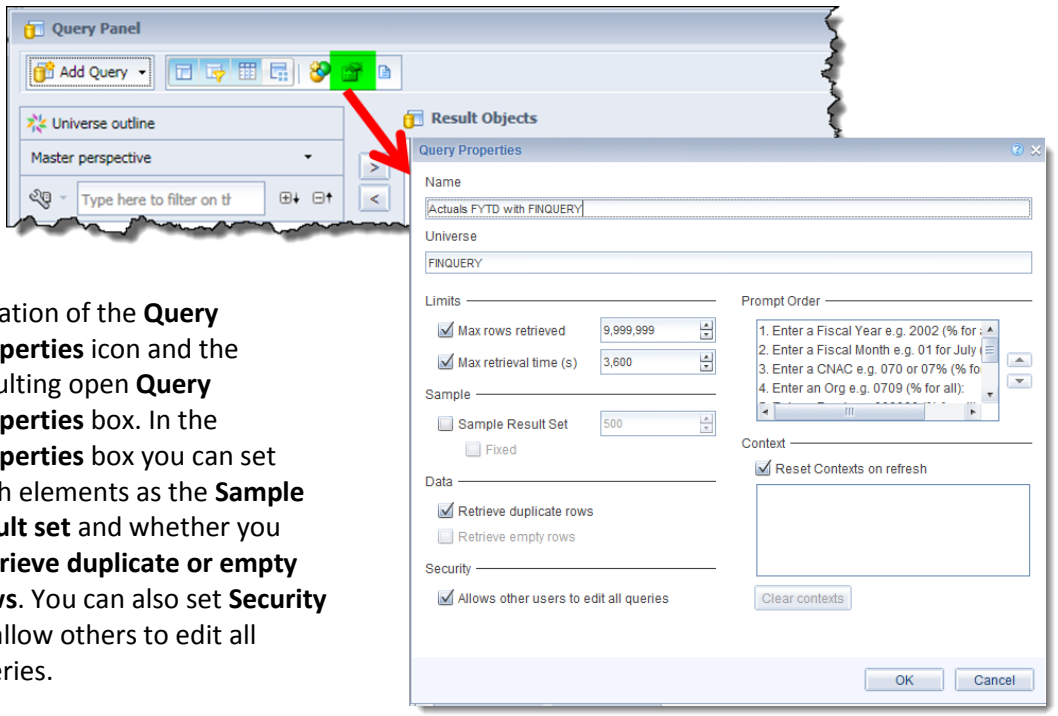
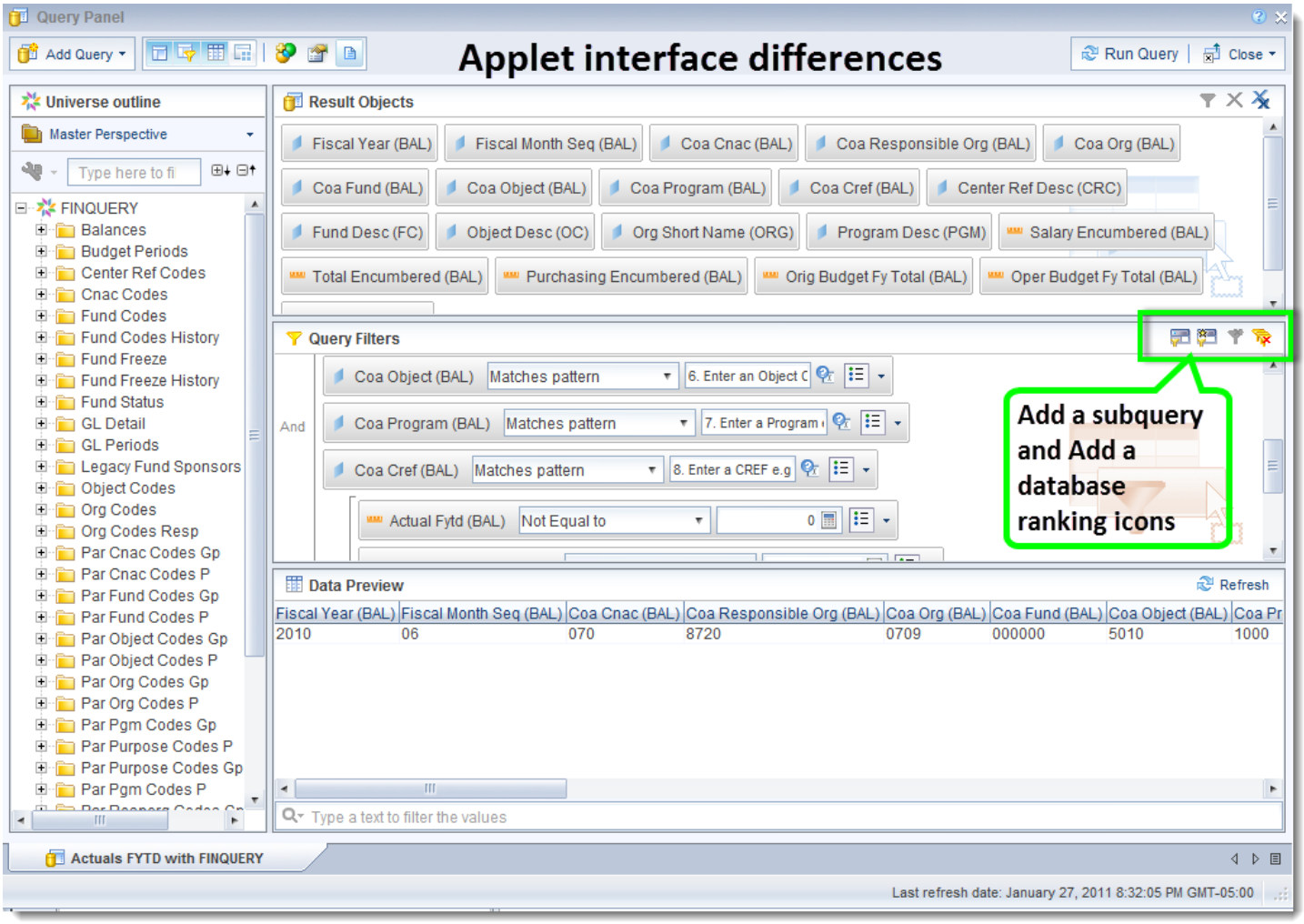




Location of the **Query Properties** icon and the resulting open **Query Properties** box. In the **Properties** box you can set such elements as the **Sample result set** and whether you **Retrieve duplicate or empty rows**. You can also set **Security** to allow others to edit all queries.

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