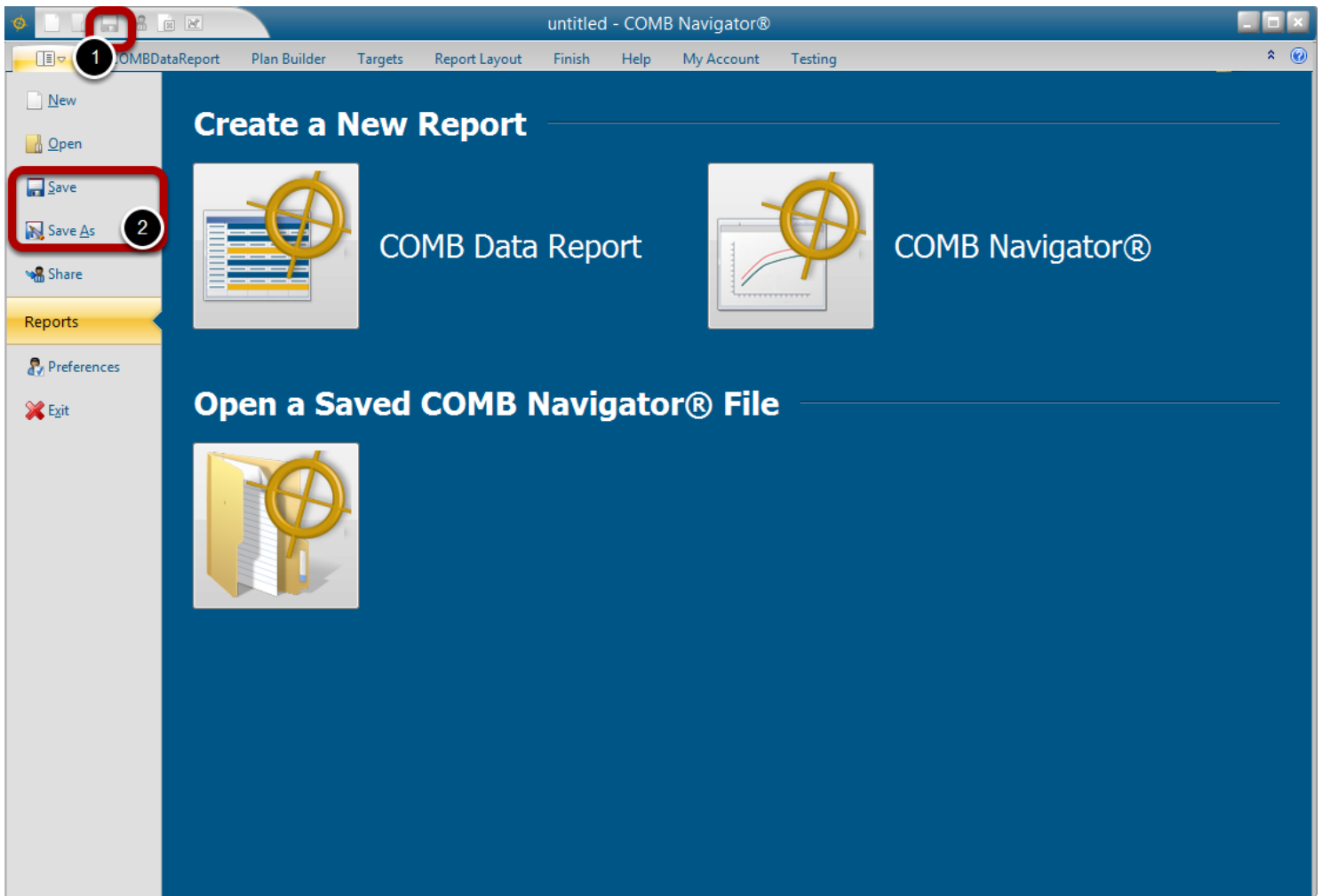


Managing Files

Saving data selections

This lesson examines saving data selections for use in later sessions.

Selecting Save



To save existing data selections, either

1) Select **Save** from the Quick Access Toolbar in the top left corner of the **COMBNavigator®** window.

or

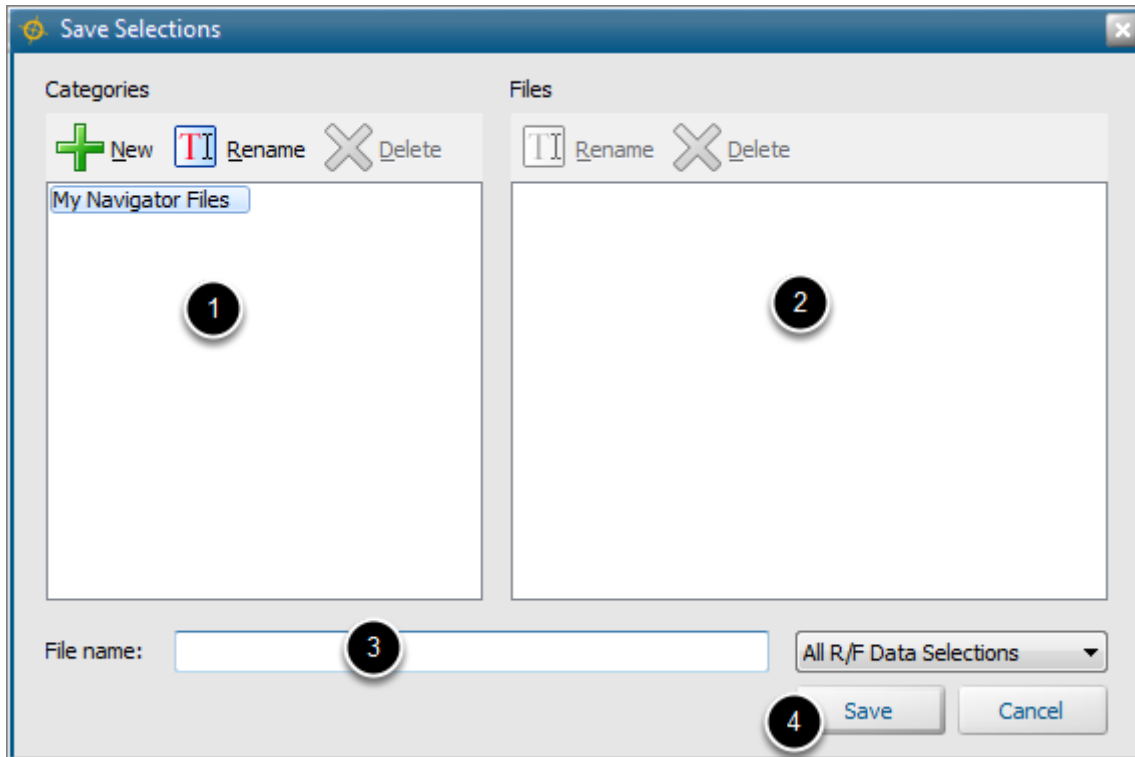
1) Select the gold tab in the ribbon menu. This will display the application menu.

2) Select **Save** or **Save As**.

If **Save** is selected and the file has been saved before, the current file will be overwritten with latest values.

Otherwise, the Navigator File Manager will appear.

Saving using the Navigator file manager



To save a file, first a file category must be selected. A file category is similar to a folder.

1a) To save the file in a new category, select **New** under **Categories**, then supply a unique category name when prompted.

1b) To save the file in an existing category, select the existing category from the **Categories** list.

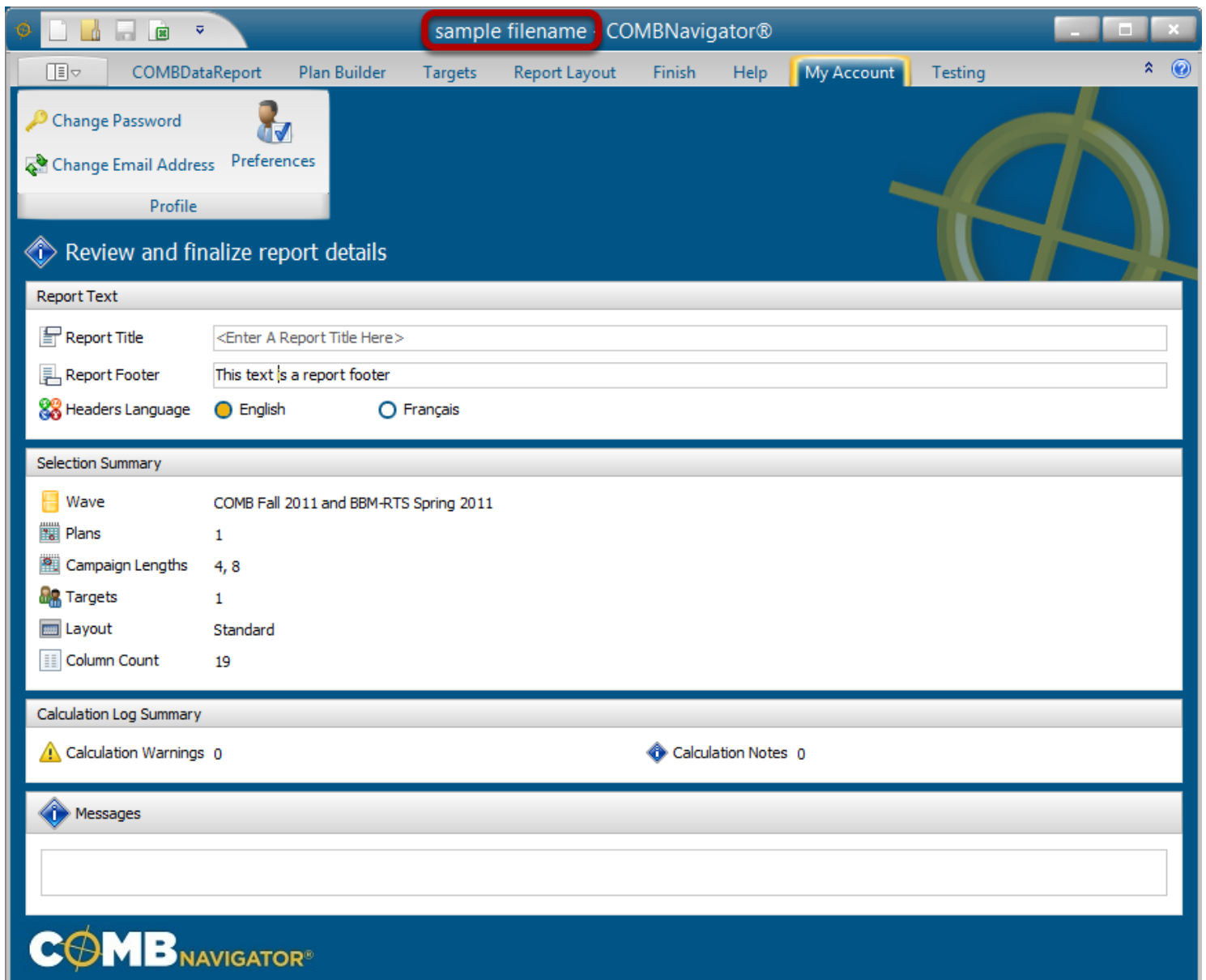
The **Files** list will be populated with the names of files found within the selected category.

2) (Optional) To save over a currently existing file, select the desired file in the **Files** list. The name will appear in the **File name** box

3) Enter a name in the **File name** box.

4) Select **Save**

Filename appears in the title bar of the application



The name of the file will now appear in the title bar of the application.