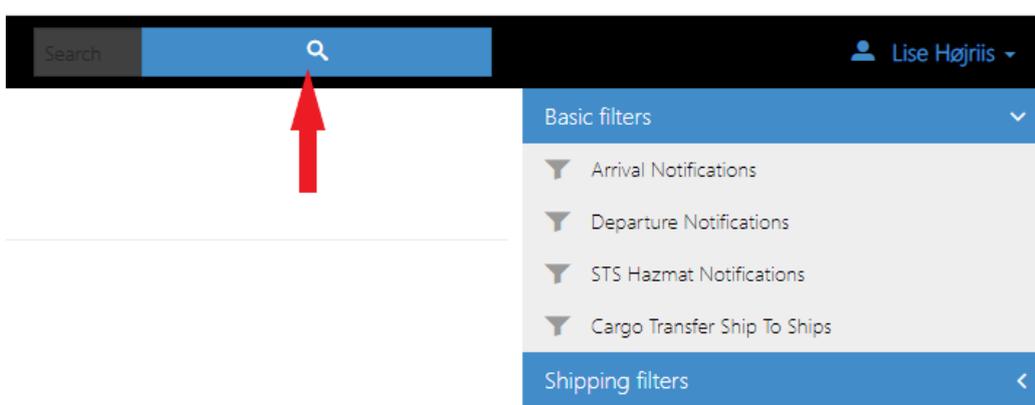# Filters – Can be saved as permanent filters + find "completed" notifications

It is now possible to save your filters so that you don't have to fill out the matrix every time you perform a search, but can save it permanently. You can save many filters. The filter is personal and is only saved on your own login.

It is easy and simple:

1. Click on the magnifying glass in "search"

2. Fill in your search criteria. It is also possible to link multiple "Ports of call" to the same filter.

3. Click on "save as filter"

4. Give the filter a descriptive name.

5. The filter is now available under "User filters" on the right side of the dashboard.

6. Delete the filters you don't need. This is done from "User settings" in the top right corner, under your name.
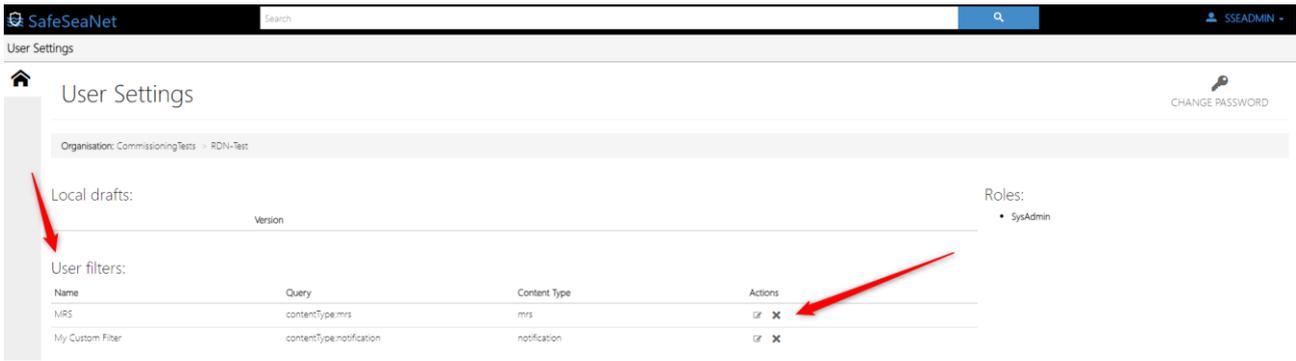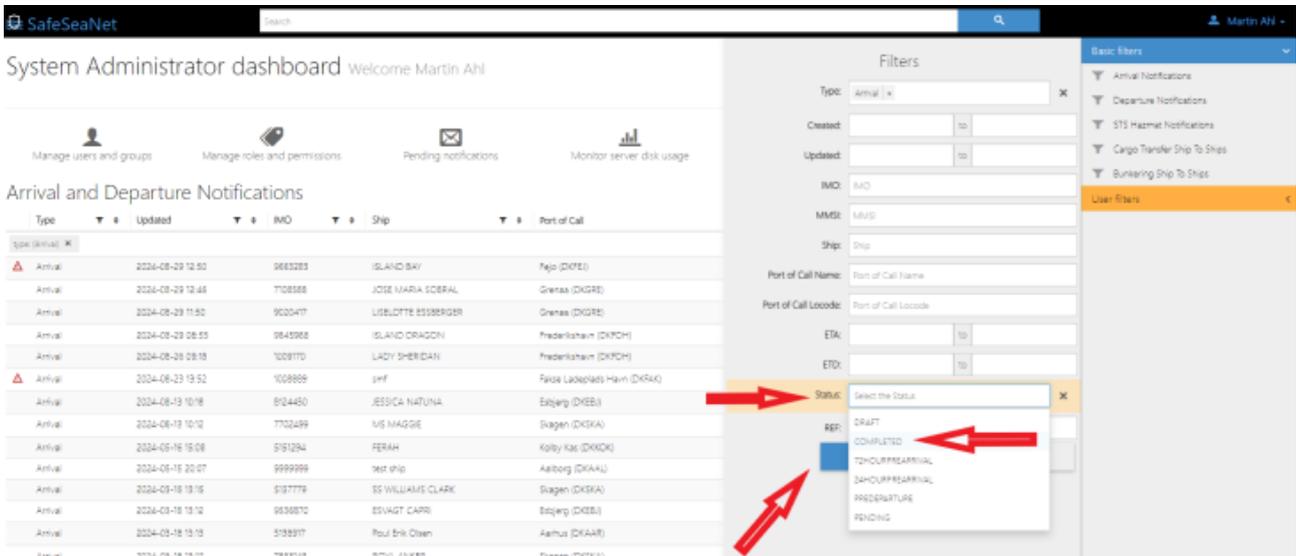
Find "Completed" notifications

1. Click on the funnel

2. A pop-up window with "filters" opens, and under "status", select "completed" from the drop-down. Finish by clicking "apply".

Enjoy