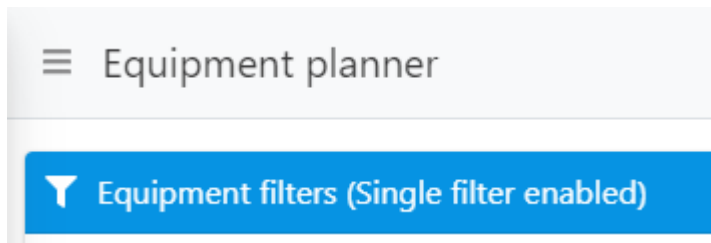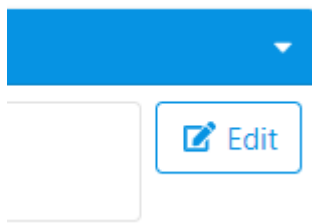# Equipment planner filter settings

To personalize or limit the list of Equipment in the Planner click on the bar 'Equipment filters' in the top of the Equipment Planner screen.

Followed by 'Edit'

Several Filter settings can now be set, like which Institute(s), Equipment type and you can even limit the list to Equipment which you are allowed to reserve.

When finished it is handy to save your preferences as a preset:

Finally click 'Apply filter' at the bottom of the screen:

When storing multiple presets it is handy to 'Mark' these 'as favorite'. The presets will be shown as buttons in the Equipment planner.

The preset that you use most should be 'stored as profile default'. Then when you log in on another computer (or after erasing the browsing history) this filter will be re-loaded automatically.

When clicking the blue 'Equipment filters' bar in the Equipment planner the 'Current filter' will be shown. The Filter presets can be managed on the 'Filter presets' tab.

If you would like to change the name of a preset: Apply it as the Current filter, Store it with a new name and Delete the old one.