
Query Builder

Import Query into MedTech

If importing a query from the MedTech website; first save the query to the workstation prior to following the below instructions.

1. With MedTech open, select **Tools ► Query Builder**. The **Query Builder** window will be displayed.
2. Click the **Query Store** button and select **Open Query from Disc**.
3. Click **OK** to the **Information** window and **Cancel** from the **Insert Disc** window.
4. Select the Query Builder from the location it was stored to and click **Open**.
5. Click the **Query Store** button and select **Save this query**. The query will be saved into MedTech.

Execute the Imported Query

1. Select **Tools ► Query Builder**. The **Query Builder** window will be displayed.
2. Click the **Query Store** button and select **Open an existing query**.
3. Highlight the required query and click **OK**
4. Click the **Run Query** button. The query results will be displayed.