Configure the query results and the grid

Find information about which items can be configured for the query results and the grid. Any of the following items can be configured for each staff group.

1. **Maximum number of requests to retrieve**
   - The default number of requests retrieved via a query is 500, you can configure a different maximum number.

2. **Maximum number of requests to display in one page of the grid.**
   - The default number of requests that display in one page of the results grid is 100, you can configure a different number to display.

3. **The results grid**
   - In the results grid you can:
     - hide columns
     - change the columns' heading name
     - change the default sort by field (Request Number by default)
     - change the default sort order (Ascending by default)

Note: To make configuration changes on the results grid contact your local Relais Administrator and specify the changes you want.