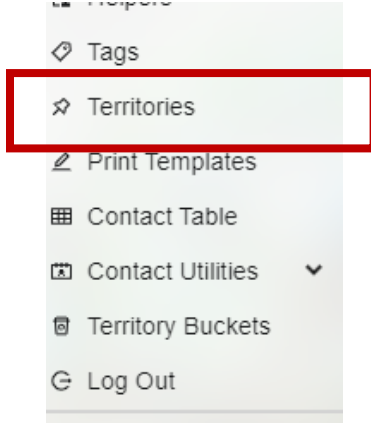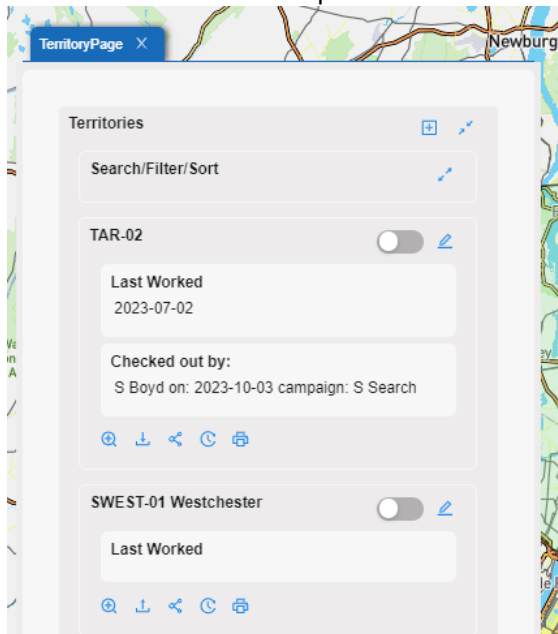# METHOD ONE:
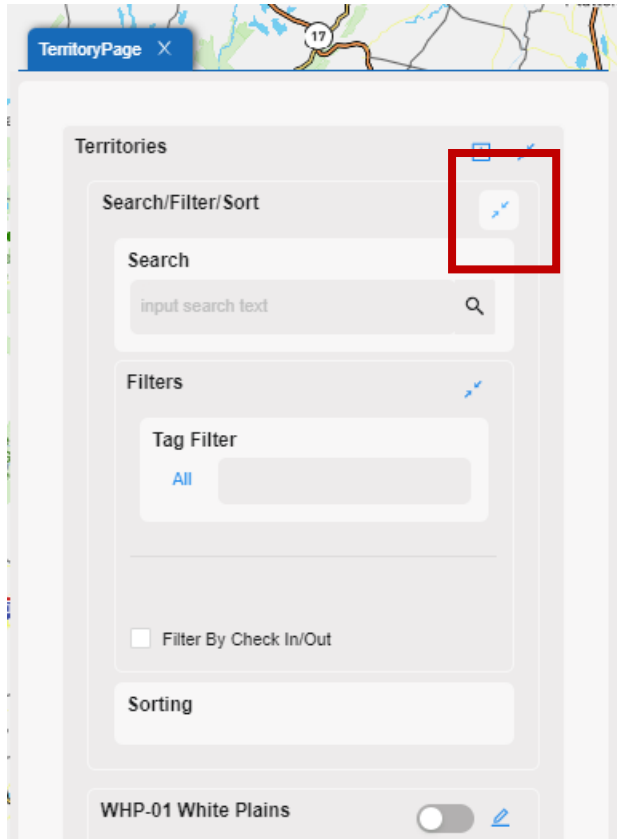## Using Territories option on the left of the map screen

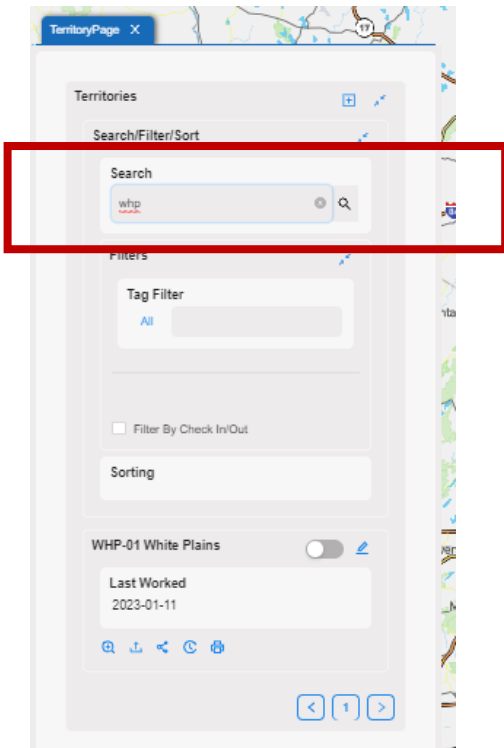- Click **Territories** on the left of the map window.

- The **Territories Window** opens.

- **Expand** the Search/Filter/Sort pane by **clicking on the diagonal arrows**.
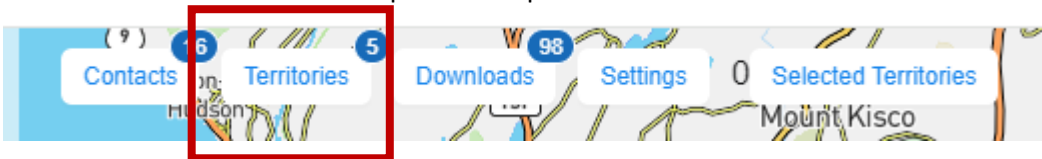
- **Enter the Territory's full name** (or a part of the name) to filter in the **Search box** and **press enter or click the search magnifying glass** icon to perform the search/filter. The listing will be filtered based on the input.

METHOD TWO:
Using the Territory drawer

- Click on **Territories** at the top of the map window.

- The Territories drawer opens on the right.

- **Expand** the Search/Filter/Sort pane by **clicking on the diagonal arrows**.

- **Enter the Territory's full name** (or a part of the name) to filter in the **Search box** and **press enter or click the search magnifying glass** icon to perform the search/filter. The listing will be filtered based on the input.
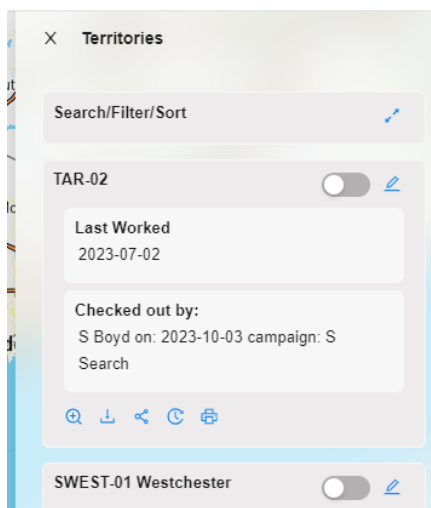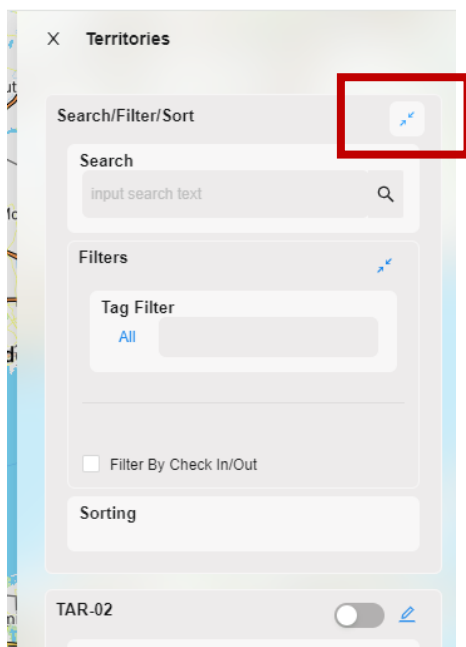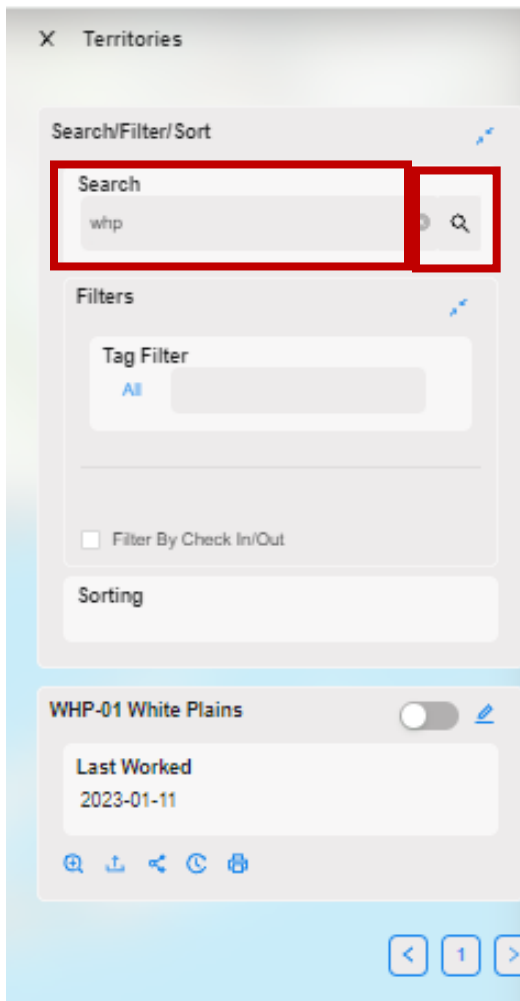

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