

# Managing Tags

Tags can help you organize your managed instances and databases. Tags created and updated in the IDERA Dashboard can be made available and used in other IDERA SQL products. This feature allows you to import, view, edit, and delete tags and their associated instances and databases.

Click **Manage Tags** in the **Administration** tab to display the configuration window.

**MANAGE TAGS**

SEARCH:  [Options](#) [Delete](#)

[Add Tag](#)

Tag	Type	Conflict
No Results Found		

Manage Tags

◀ Select the row of a tag in table to view details.

[Delete tag](#) [Save](#) [Discard changes](#)

Click **Add Tag** to display the configuration panel to add a tag to a certain instance or database or select an existing entry from the list to edit its settings.

**MANAGE TAGS**

SEARCH:  [Options](#) [Delete](#)

[Add Tag](#)

Tag	Type	Conflict
No Results Found		

Manage Tags

Tag:

Instances:

Instance	Product
No Results Found	

[Add instance](#)

Databases:

Instance	Database	Product
No Results Found		

[Delete tag](#) [Save](#) [Discard changes](#)