

# Creating variables

Before you can use variables, you must create them. Variables are created in the Manage Variables Editor.

1. To open the Manage Variables Editor, in Rule Builder, from the **Edit** menu, select **Manage Variables**.
2. If the rule set is new and was not saved yet, you are prompted to assign a name to the rule set and save it before the Manage Variables Editor is opened:
  - In the Confirm Save message, click **Yes**.
  - In the Save Rule Set As dialog box, browse to the rule set group where you want to save the rule set, type a new name for the rule set, and click **Save**.The Manage Variables Editor appears.
3. In the Manage Variables Editor, perform the following steps.
  - a. Select the appropriate tab for the type of variable that you want to create. Select **Global Variables**, **Rule Set Variables**, or **Temporary Variables**.  
**Note:** For a description of each of the three types of variables, see [Types of variables](#).
  - b. Click **Add Variable**.
  - c. In the **Name** column, type a name for the new variable.
  - d. In the **Data Type** column, select the data type for the new variable.  
**Note:** For a description of each of the data types of variables, see [Types of variables](#).
  - e. If the new variable is a global or rule set variable, in the **Current Value** column, type a default value if applicable.
  - f. To create additional variables, click **Apply** and repeat steps 3c through 3f. To save and exit, click **OK**.