

Through Label Filters

1. Go to the row you would like to filter record. Select Label Filters and condition.

2. Type in the value on the Label Filter screen.

Label filter (NAME) ✕

Show items for which the label

☐ Case sensitive

3. Click OK button.

i21 Invoices Pivot				All fields	Values
DATE	CUSTOMER ID	NAME	INVOICE TOTAL		
08/26/2015			295.02	INVOICE NUMBER	INVOICE TOTAL (sum)
	114		295.02	INVOICE TOTAL	
		Cedric Noble	295.02	PAYMENT STATUS	
Grand total			295.02		
				Row labels	
				DATE	
				CUSTOMER ID	
				NAME	
				Column labels	

Through Value Filters

The user can filter through Aggregate/Data fields. Here's how to use it:

1. Click any row to filter record. Select Value Filters and condition.

i21 Invoices Pivot				All fields	Values
DATE	CUSTOMER ID	NAME	INVOICE TOTAL		
08/26/2015			478.77	INVOICE NUMBER	INVOICE TOTAL (sum)
	114		295.02	INVOICE TOTAL	
		Cedric Noble	295.02	PAYMENT STATUS	
	116		183.75		
		Tom Smith	183.75		
08/27/2015			1,350.00		
	44		1,350.00		
		Tanagalakis Farms	1,350.00		
08/31/2015			336.00		
	44		336.00		
		Tanagalakis Farms	336.00		
09/08/2015			16,098.15		
	12		15,916.25		
		Brown Brother Farms	15,916.25		
	90				
		Gary Thomas			
09/09/2015			11,000.00		
	134		11,000.00		
		Garrett Propane, Inc.	11,000.00		
Grand total			30,000.00		

Equals...

Does not equal...

Greater than...

Greater than or equal to...

Less than...

Less than or equal to...

Between...

Not between...

Top 10...

Row labels

DATE

Sort A to Z

Sort Z to A

Disable sorting

Clear filter from "DATE"

Label filters

Value filters

2. On the Value Filter screen, select data field on "Show items for which" field and type in value on the text field.

Value filter (DATE) ✕

Show items for which

INVOICE TOTAL ▼ equals ▼ 1350

☐ Case sensitive

OK Cancel

3. Click OK button.

i21 Invoices Pivot					
DATE	CUSTOMER ID	NAME	INVOICE TOTAL	All fields	Values
08/27/2015	44	Tanagalakis ...	1,350.00	INVOICE NUMBER	INVOICE TOTAL (sum)
			1,350.00	INVOICE TOTAL	
			1,350.00	PAYMENT STATUS	
Grand total			1,350.00		
				Row labels	
				DATE	
				CUSTOMER ID	
				NAME	
				Column labels	

Note

If Case Sensitive checkbox is unchecked, the pivot grid panel will return records based on the entered value even if the entered value does not have the same casing on the existing records.

If Case Sensitive checkbox is checked, the pivot grid panel will return records based on the entered value having the same casing with the existing records.