

Filtering Data

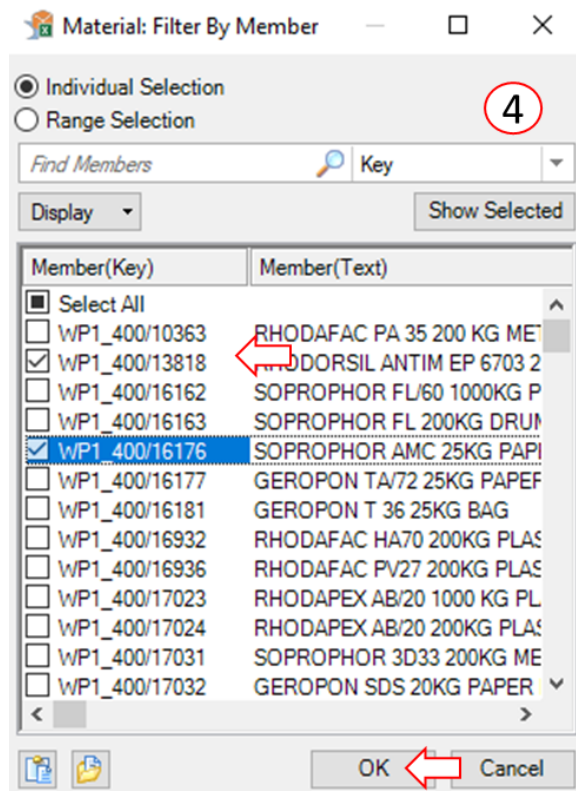
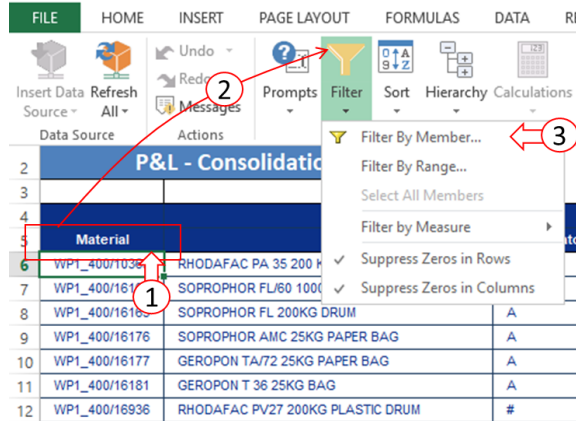
- Filter data by Member
- Filter data via Background Filter
- Filtering Individual selections or range selections
- Remove a Filter
- Filter by Measure
- Remove a filter by Measure
- Filter out Zeros in Rows or Columns

Filter data by Member

via the Toolbar

1. Select a cell in the crosstab that belongs to the dimension you want to use for filtering.
2. In the Analysis ribbon toolbar, select the "Filter"
3. Select "Filter By Member..."
4. The Filter by Member dialog box appears.

- Make the selection and click OK

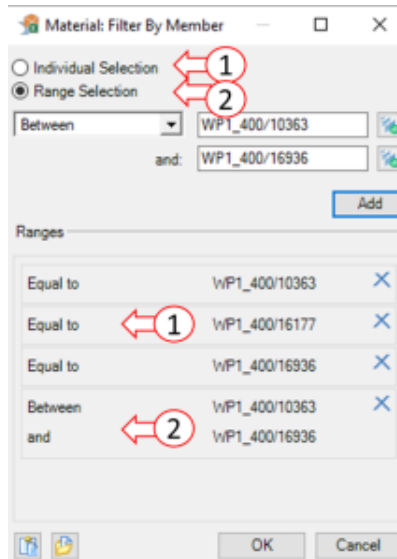


via right click

From the crosstab

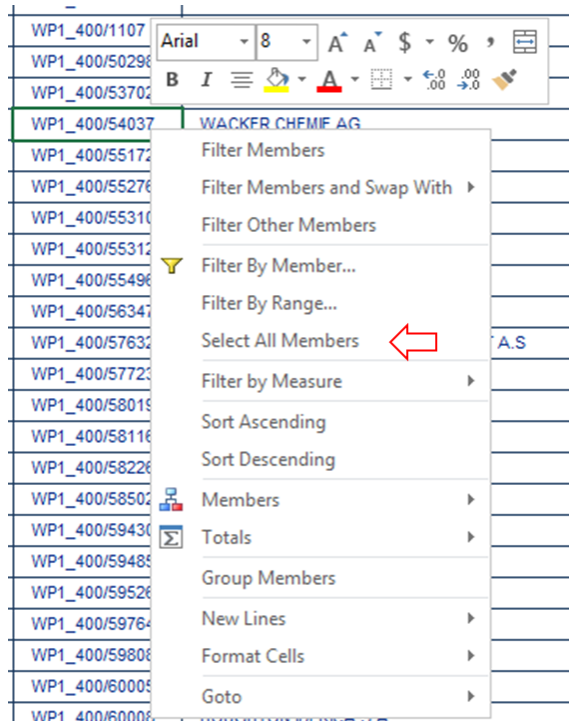
Select one cell for each member that you want to filter for. To select multiple members, hold down the Ctrl or Shift key as you select members. Right click on the cells.

The context menu box appears

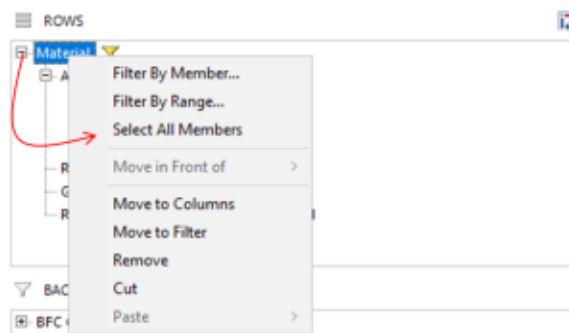


Remove a Filter

Solution 1: Select the dimension header, right click and Select All Members



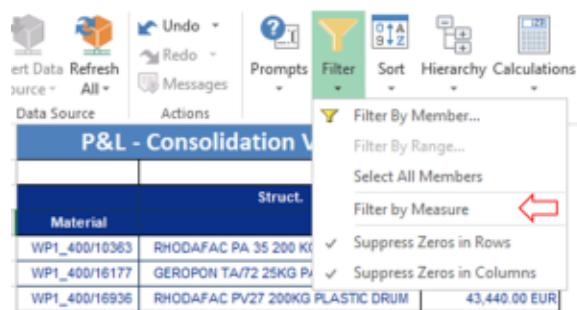
Solution 2: In the Analysis Tab, select the dimension, right click and Select All Members.




Filter by Measure

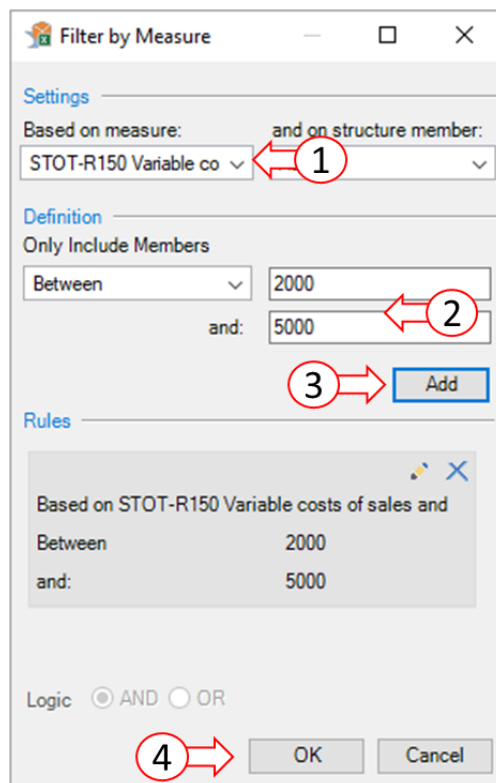
You can define rules to filter the data of your analysis to your current scope of interest. You can apply one or multiple rules to a measure.

1. Select the Dimension.
2. Click the « Filter » button and select « Filter by Measure ».



1. Select the measure,
2. Set your filter,
3. You can Add multiple filter
4. Press OK .

 If you choose a Dimension instead of a measure before filtering by measure, the filter is applied directly on the level of the selected dimension



The following options define on witch level the filter is applied :

- **All Dimensions Independently**

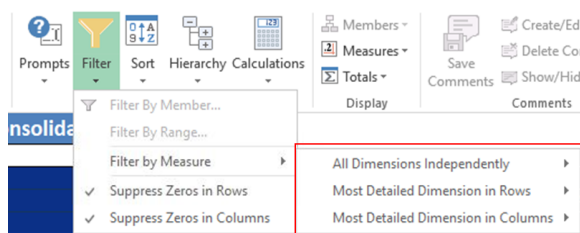
If you select this option, the filter is applied to all dimensions in the analysis, from the outermost to the most detailed one. For example, in an analysis with three dimensions in columns A, B and C, **the filter is first applied to the dimension in column A, then to the dimension in column B and finally to the dimension in column C.**

- **Most Detailed Dimension in Rows**

If you select this option, the filter is applied to the most detailed dimension of the rows. For example, in an analysis with three dimensions in columns A, B and C, **the filter is applied to the dimension in column C.** This option is optimized for threshold value filtering.

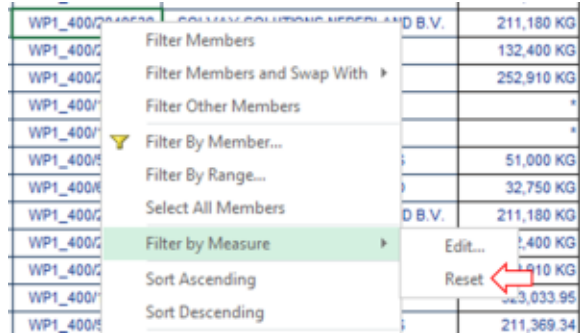
- **Most Detailed Dimension in Columns**

If you select this option, the filter is applied to the most detailed dimension of the columns. For example, in an analysis with three dimensions in rows 2, 3 and 4, **the filter is applied to the dimension in row 4.** As with the option above, this option is also recommended for threshold value filtering.

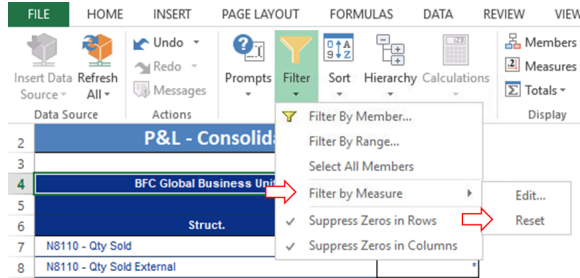


Remove a filter by Measure

Solution 1: Select the dimension, right click and Select Filter by Measure, select « Reset »



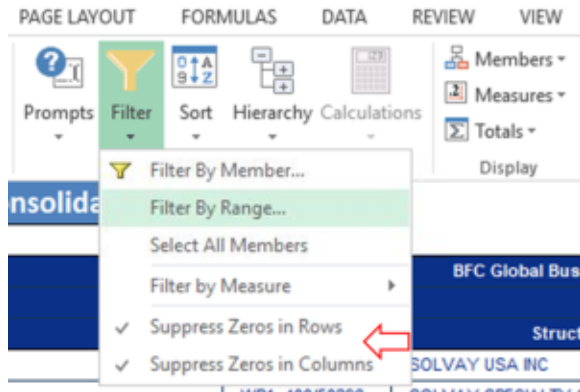
Solution 2: Select the dimension, Filter and Filter by Measure, then select « Reset »



Filter out Zeros in Rows or Columns

In some cases, the BW report will still display a row or column even if all the values are equal to 0. This is usually the case when the "0" is the result of a sum of positive and negative numbers.

You can choose to remove those columns/rows via the "Suppress Zeros in Rows" and "Suppress Zeros in Columns" options in the Filter menu.



Related Information

- [Working with Hierarchies](#)