

# Filtering Data

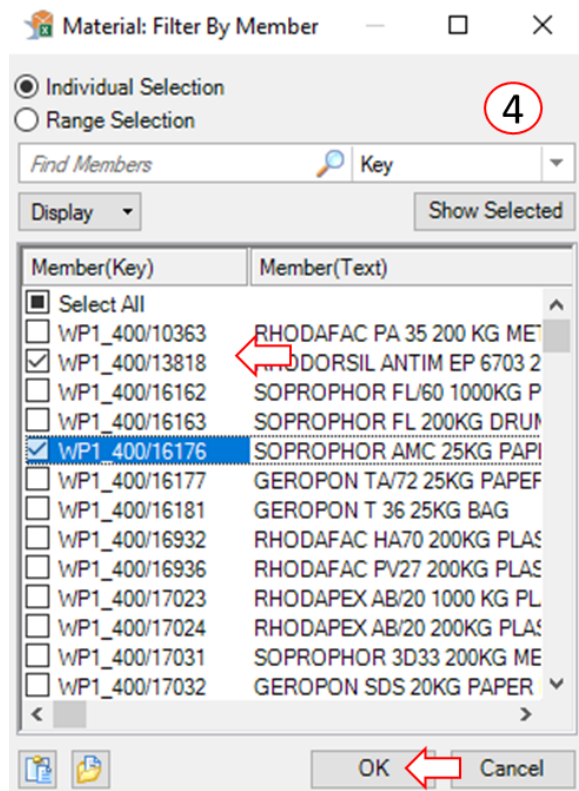
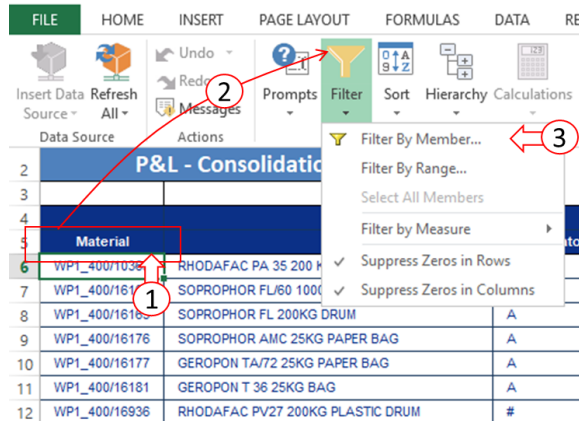
- Filter data by Member
- Filter data via Background Filter
- Filtering Individual selections or range selections
- Remove a Filter
- Filter by Measure
- Remove a filter by Measure
- Filter out Zeros in Rows or Columns

## 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

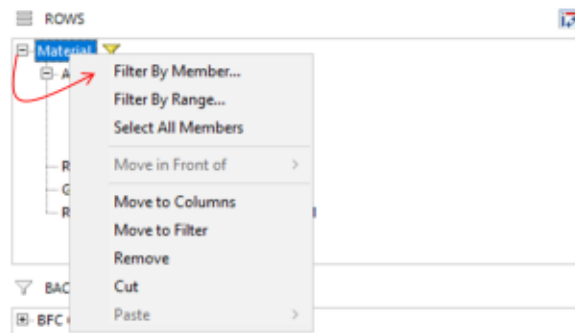
1. Choose **Filter Members** to exclude data according to your selection
2. Choose **Filter Other Members** in the context menu to filter out the selected members
3. Choose **Filter By Members** to make a selection

**P&L - Consolidation View**

| Material                                 | ABC indicator | Fabric Content Code |
|------------------------------------------|---------------|---------------------|
| WP1_401 RHODAFAC PA 35 200 KG METAL DRUM | A             | Not assigned        |
| WP1_401 TIC CONTAINER                    | C             | Not assigned        |
| WP1_401                                  | A             | Not assigned        |
| WP1_401 AG                               | A             | Not assigned        |
| WP1_401 G                                | A             | Not assigned        |
| WP1_401 IC DRUM                          | #             | Not assigned        |
| WP1_401 STIC CONT                        | B             | Not assigned        |
| WP1_401 DRUM                             | B             | Not assigned        |
| WP1_401 L DRUM                           | A             | Not assigned        |
| WP1_401 G                                | A             | Not assigned        |
| WP1_401 DRUM                             | A             | Not assigned        |
| WP1_401                                  | A             | Not assigned        |
| WP1_401 DRUM                             | A             | Not assigned        |
| WP1_401 STIC CONTAINER                   | B             | Not assigned        |
| WP1_401 DRUM                             | B             | Not assigned        |
| WP1_401 AL DRUM                          | A             | Not assigned        |
| WP1_401                                  | A             | Not assigned        |
| WP1_401                                  | A             | Not assigned        |
| WP1_401 GERONOL MS 200KG DRUM            | B             | Not assigned        |

### From the design panel

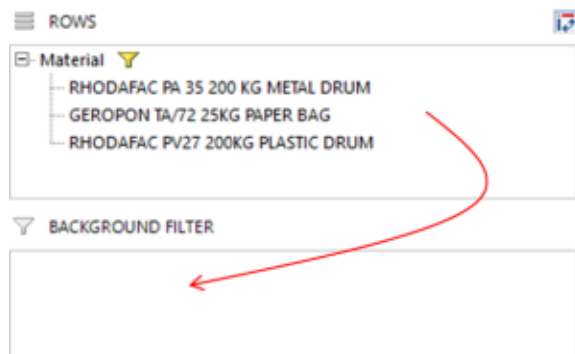
Right click on the dimension in the design panel and select **Filter By Member**



## Filter data via Background Filter

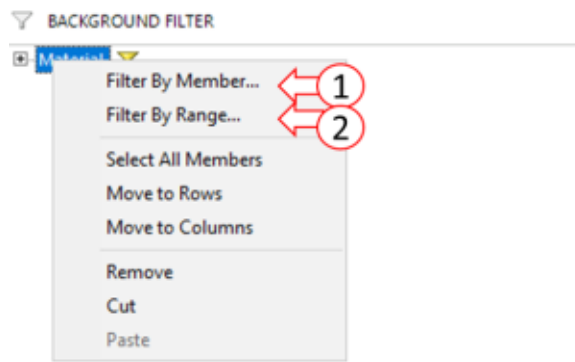
You select members for filtering that should not be displayed in the crosstab. These non-visible filters are background filters.

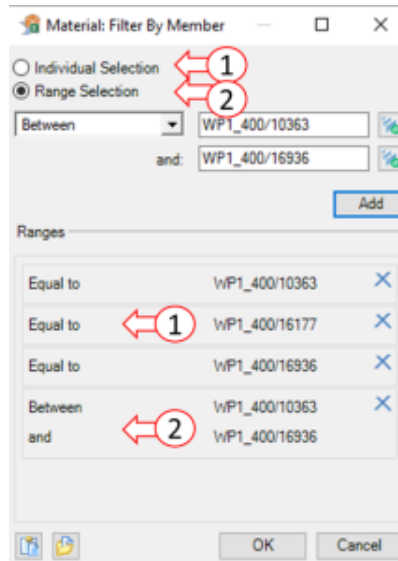
You can add the dimension using drag and drop or you can choose Move to Background Filter in the context menu.



## Filtering Individual selections or range selections

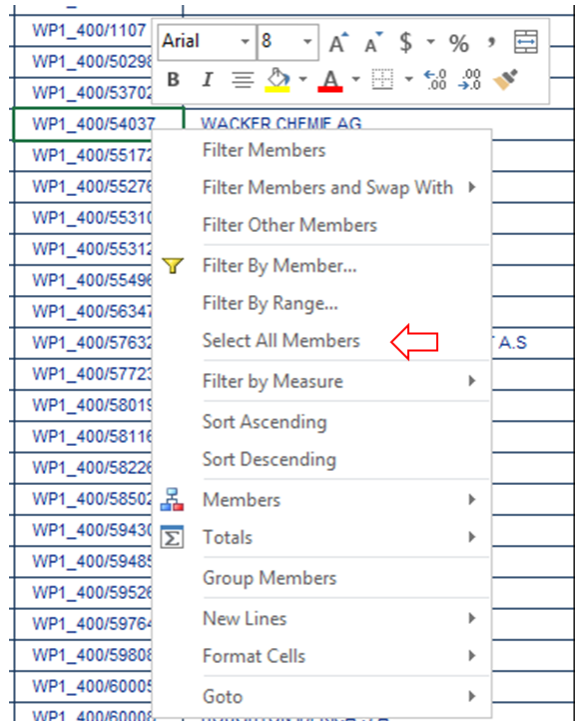
1. You can select "Filter By Member..." for individual selections. In this case you can select/unselect individually each value
2. or you can select "Filter By Range..." to filter a range of data.



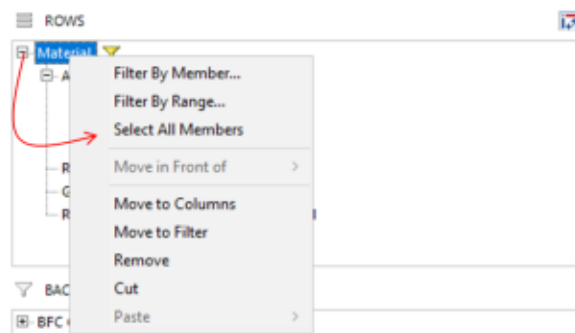


## Remove a Filter

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.



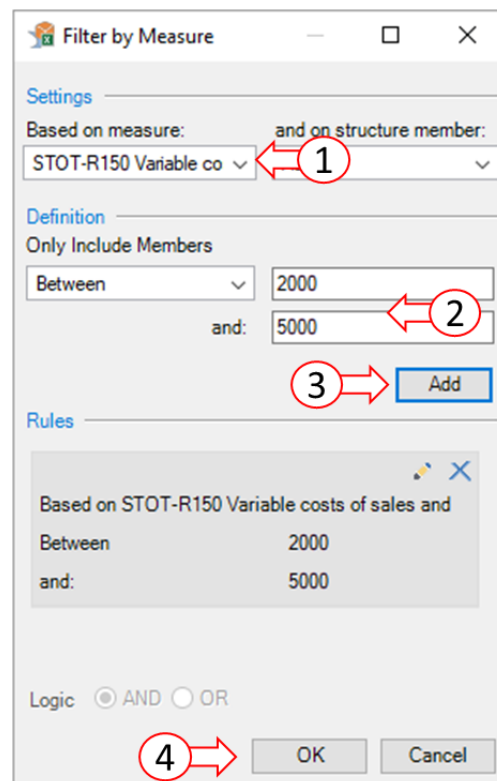
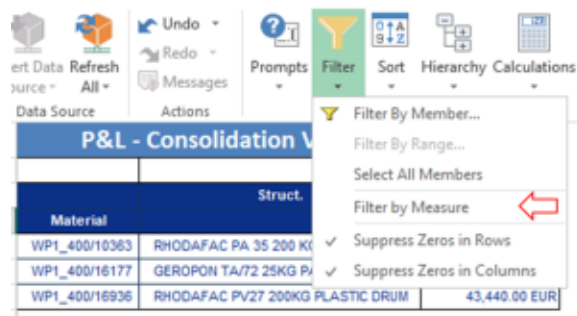
## Filter by Measure

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**

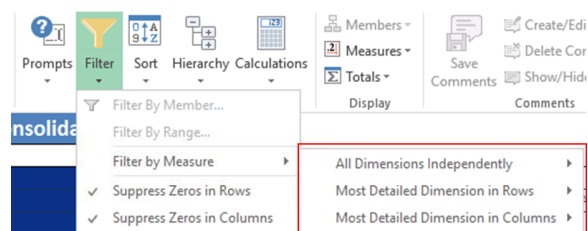
If you select this option, the filter is applied to all dimensions in the analysis, from the outermost to the most detailed one. For example, in an analysis with three dimensions in columns A, B and C, **the filter is first applied to the dimension in column A, then to the dimension in column B and finally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

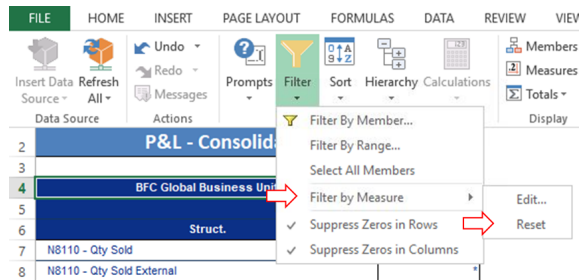
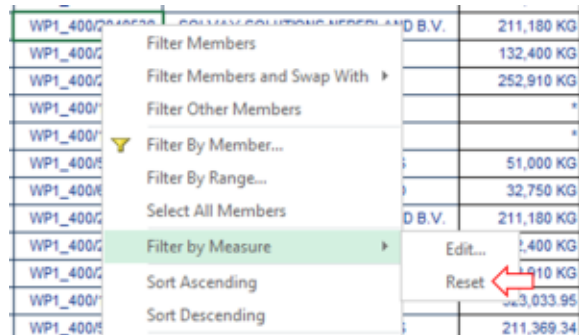
If you select this option, the filter is applied to the most detailed dimension of the columns. For example, in an analysis with three dimensions in rows 2, 3 and 4, **the filter is applied to the dimension in row 4.** As with the option above, this option is also recommended for threshold value filtering.



## Remove a filter by Measure

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

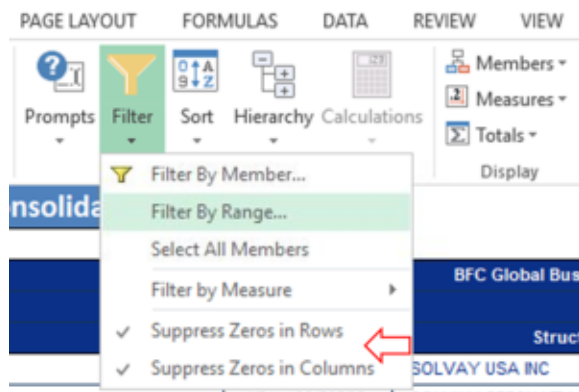
**Solution 2:** Select the dimension, Filter and Filter by Measure, then select « Reset »



## 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](#)