

Creating a Filter and Sort Order in Alerion

01/27/2016

Overview

Using filters and sort orders will give you way to limit what is returned on a report along with what order the report will be printed. There are filters and sort orders for rental product, merchandise, and customers.

These filters and sort orders can be saved so that you can use them at a later date.

Definition

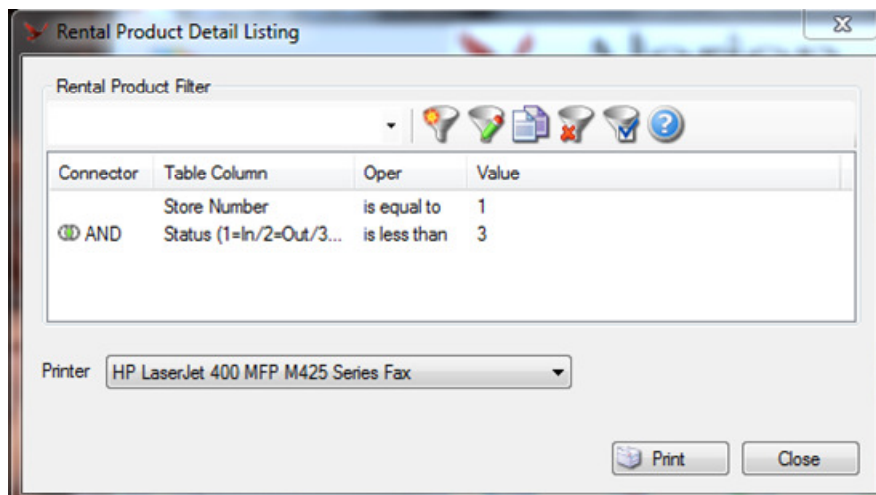
Filter - How you tell Alerion what records in the database you want to see. For example, you may want to see just your new release movies, or movies in the drama genre.

Sort Order - How you tell Alerion what field in the database to sort the output. For example, you may want to see a title report in Description order. Or perhaps in Street Date order.

Walk Through

In this walk through, we will create a filter that limits the rental copy detail report to just New Releases. In addition, we will sort the report by Street Date and within Street Date by Title Description.

When you click on the Rental Product Detail Listing, the first thing you will see is the Rental Product Filter window.



As you can see, there are two conditions applied by default, which you can change if you want. They are the store number and the rental status. The rental status condition excludes inactive rental product (sold, damage).

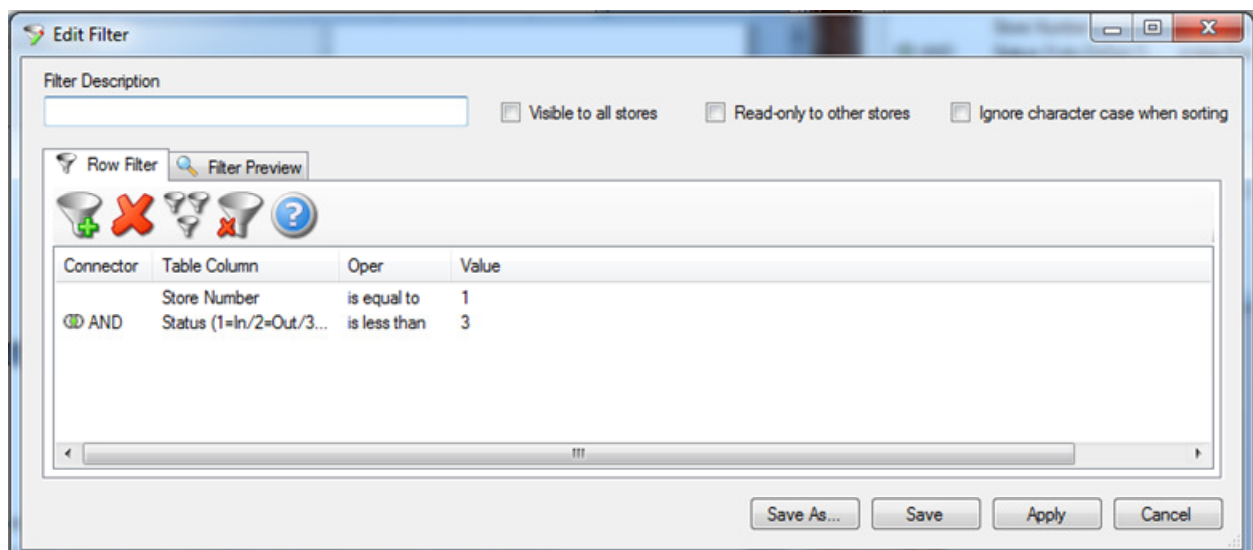
If you want to start with no conditions set, click the New Filter button.



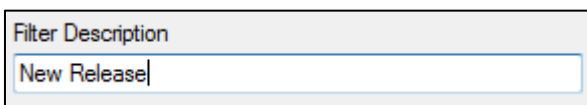
Otherwise click the Edit Filter button.



In my example, I will click the Edit Filter button because I don't want to see movies I have already sold.



The first thing we want to do is to name this filter. So in the Filter Description, type New Release.



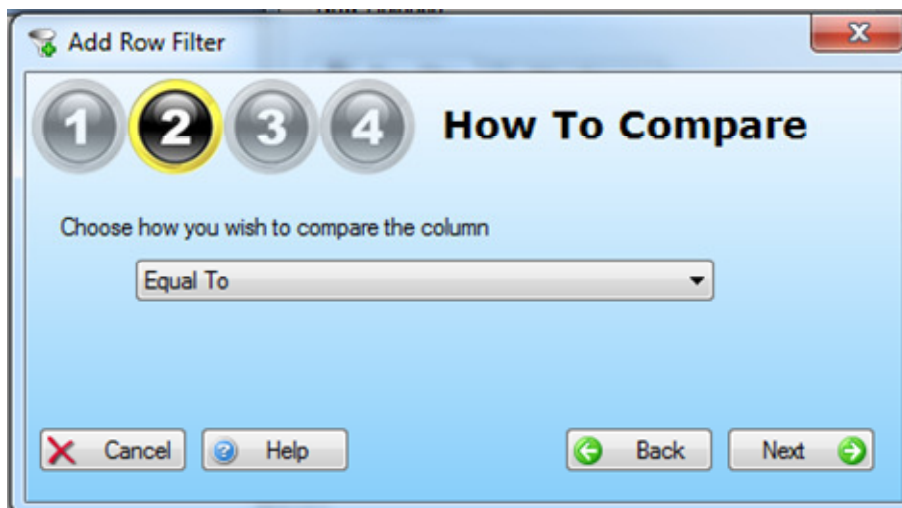
Next, we add a row filter. This will tell Alerion we want to limit what we see on the report. Click Add A Row Filter.



Now you will see the Add Row Filter Column or Grouping Window. Click on the Table Column dropdown box and choose "Price Code". Then click Next.



Now you will see the Add Row Filter How To Compare window. Click the compare column and choose Equal To. Then click Next.



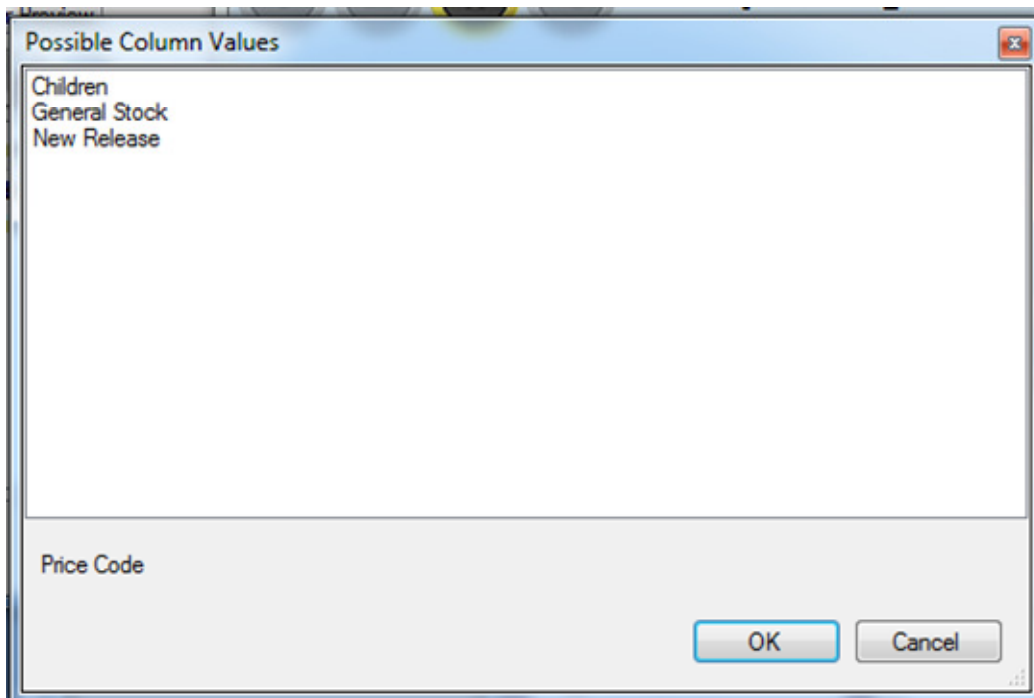
Now you will see the Add Row Filter Compare Against windows.



Click the List Possible Values For This Column button.



You will see a list of possible values. Click the value you want and click Ok.

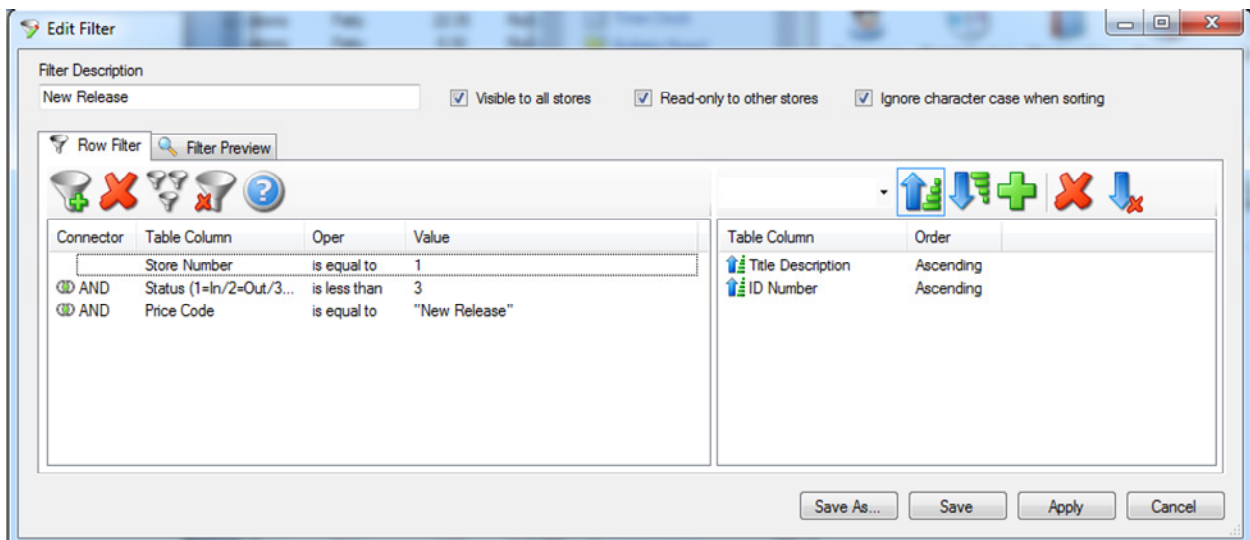


Now click next.

You will see the Add Row Filter Connection Type window. Click the connection operator dropdown box and choose And. Then click Add.



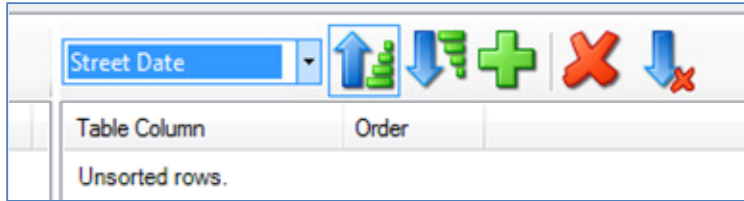
Now we are back to the edit filter window. As you can see the new row filter we just created is in the window on the left.



Next we want to set the sort order for the report. First click Clear All Sort Orders button and click Yes to confirm.



Next click the Select Sort Column box and choose Street Date. The box is hard to see, it's just the left of those icons.



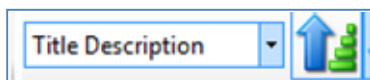
Click the Sort Ascending button.



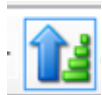
Click the Add Sort Order button.



Click the Select Sort Column box again and choose Title Description.



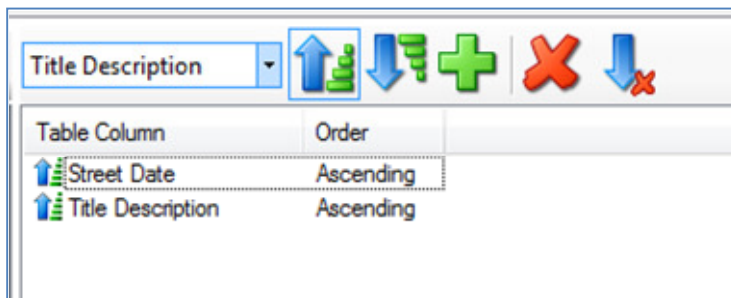
Click the Sort Ascending button.



Click the Add Sort Order button.



Now you will see the Street Date and Title Description in the bottom window.



Click Save to save your filter. And click ok on the notification window that your filter has been saved.

Now click Print to run your report.

To use this filter and sort order again. Click the drop down box labeled Rental Product filter and Sort Order

