

# Ignored instances

While IDERA SQL Inventory Manager continuously searches your network for new SQL Server instances, you may not always want to manage all these instances. By ignoring instances, you take them out of the **Discovered** view and IDERA SQL Inventory Manager adds them to the **Ignored** view.

The **Ignored** instances view also contains those instances that you were previously monitoring but then you decided to remove. For more information on how to remove instances, refer to [Removing instances](#).

You can perform the following actions on your ignored instances:

- Move to Discovered
- Add SQL Server Instance

To perform any of these options, select your instances, and click **Add SQL Server Instance** or **Move to Discovered** respectively.

## Exporting reports

You can also export the information available on the Ignored instances view, just go to the **Export** option, located on the action items bar, and select your preferred format for exporting (**PDF**, **XLS**, or **XML**).

The screenshot shows the IDERA SQL Inventory Manager interface. The top navigation bar includes 'OVERVIEW', 'EXPLORER', 'INSTANCES', and 'ADMINISTRATION'. The 'INSTANCES' tab is active, showing 'Database Instances - Ignored'. Below the tab, there are filters for 'Managed (251)', 'SQL Licensing (251)', 'Decommissioned (2)', 'Discovered (0)', and 'Ignored (177)'. A table of instances is displayed with columns: Name, Version, Edition, and Discovered. The table lists various SQL Server instances, including 2012R2, 2008R2, and 2005 SP3. A red box highlights the 'Move to Discovered', 'Add SQL Server Instance', and 'Export' action buttons. The 'Export' button is highlighted in red.



### Tip

You can set the number of instances you want IDERA SQL Inventory Manager to show per page. Go to the **Display** option at the bottom of this view, type the number you want, and click **Refresh**.

## Filtering options

On the left side of the Discovered Instances view you have the option for filtering instances by **Minor Version** or **Major Version**. If you want to filter by specific versions, select them from this section.

Creating a useful filter to "weed out" unnecessary information takes time but is important when managing large environments. As a result, you may want to save that filter for future use. IDERA SQL Inventory Manager now allows you to save filters for use in the Explorer and Instances views. Simply create the filter, and then click **Save as Explorer favorite** or click **Save as Instances favorite**, depending on which view you are in when creating the filter. To use that filter, click **Load Explorer favorite** or click **Load Instances favorite**.

Enable or disable the option **Apply filter as it changes** depending if you want to see the changes as you apply the filters, or if you prefer to select your filters first and see the results when you finish.

Filtering

[Load Instances favorite](#)  
[Save as Instances favorite](#)

MAJOR VERSION ▶

EDITION ▶

MINOR VERSION ▶

☐ Apply filter as it changes



#### Tip

IDERA SQL Inventory Manager displays the filters you select on the top section of your Discovered instances view under **Filtered by**. You can remove filters from this section too.



#### Tip

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IDERA [SQL Inventory Manager](#) lets you discover and visualize your SQL Server environment. [Learn more](#) > >

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