

Filtering your instances information

If you need to view instances according to more specific requirements, you can use the filters section available on the left side of the **Instances** tab.

You can filter your instances by:

- **Instances** - type those instances you want to see. Click the respective icons [blocked URL](#) [blocked URL](#) to add or remove an instance. To easily identify your instance names, you can use wildcard characters such as: %, _, [], [^], for example, type %dev% and all instances that contain the word "dev" will be included for filtering.
- **Owner** - select instances with specific owners.
- **Location** - choose those locations for which you want to see their respective instances.
- **SQL Server Version** - use this option to select specific SQL Server versions.
- **Status** - use this option to filter your instances according to the following instance status: Unknown, Up, Connection Failure, Unsupported SQL Server Version, Authentication Failure, or Error.
- **Agent status** - select specific agent status to filter your information. You can select from: Running, Stopped, Stopping, Starting, or Unknown.
- **# of Jobs** - use the sliders to specify an interval of number of jobs. The instances that fall in this interval will be displayed.
- **# of Failed Jobs** - use the sliders to specify the interval of jobs which last status was failed. The instances that fall in this interval will be displayed.



You can disable the option **Apply filter as it changes** to select your filters first and apply the changes when you choose to apply them.

How do you save filters?

You can save your preferred filtering options by typing a name in **Filter Name** and clicking **Save**. Once you save your filter, you can retrieve it by selecting the respective name from the drop-down filters options available at the top of the filter section.

How do you remove filters?

You can remove filters by following these options:

- Use the specific **Remove Filter** option in each filter. For example, if you want to remove your status filters, click **Remove Filter**.
- Under **FILTERED BY** on the top section or your Instances tab, you can see those filters that you have selected, click the **X** icon to remove each filter criteria.
- Use the option **Clear** on the top of your filters section to remove all filters.

SQL [Enterprise Job Manager](#) monitors and manages your SQL Server agent jobs. [Learn more](#) > >

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