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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