

## Filtering and Sorting

Starting with SQL Inventory Manager 2.6 you can now use advanced filtering and sorting options on all the instances views.

### Sorting

The different instances views in SQL Inventory Manager allow sorting data by one column data. To sort the listed instances, expand the drop down menu next to the column name you want to use as sorting criteria and select either **Sort Ascending** or **Sort Descending**.

| <span>Download</span> <span>Add</span> <span>Auto Register</span> <span>Discover</span> <span>Advanced Filter</span> |                 |                   |         |  |
|----------------------------------------------------------------------------------------------------------------------|-----------------|-------------------|---------|--|
| <input type="checkbox"/>                                                                                             | SQL Server      | Instance Type     | Version |  |
| <input type="checkbox"/>                                                                                             | CMWIN8X86-S6    | ↑ Sort Ascending  | SQL Se  |  |
| <input type="checkbox"/>                                                                                             | DEVWIN10X64     | ↓ Sort Descending | SQL Se  |  |
| <input type="checkbox"/>                                                                                             | CWF-AUTO        | Columns           | SQL Se  |  |
| <input type="checkbox"/>                                                                                             | CMWIN7X86-S3    | Filters           | N/A     |  |
| <input type="checkbox"/>                                                                                             | DESKTOP-H2V08UL | Private           | N/A     |  |

Alternatively click a column name to sort either in ascending or descending order.

### Filtering



SQL Inventory Manager only uses either quick or advanced filters. For example, selecting advanced filtering will clear any applied quick filter.

### Quick Filtering

You can find the quick filtering options on the left side of the Instances view. These options will help you get a quick view of your required instances; for example, if you want to see your managed instances filtered by a specific Owner, just choose the respective option from the Owner filter.

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. 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 favorite**, depending on which view you are in when creating the filter. To use that filter, click **Load favorite**.

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

### Filtering columns by name

| <input type="checkbox"/> | SQL Server ↓          |         | Status          | Server/Instance/DB ...                                      | Version |
|--------------------------|-----------------------|---------|-----------------|-------------------------------------------------------------|---------|
| <input type="checkbox"/> | WIN16DBMIRROR2        | ↑ A Z   | Sort Ascending  | Virtual                                                     | SQL Se  |
| <input type="checkbox"/> | WIN10X64-SQL14        | ↓ A Z   | Sort Descending | Virtual                                                     | SQL Se  |
| <input type="checkbox"/> | WIN-UQITD93V9AC\SQL   | Columns |                 | <input checked="" type="checkbox"/> SQL Server              |         |
| <input type="checkbox"/> | SQLCMTEST\SQL2014     | Filters |                 | <input checked="" type="checkbox"/> Actions                 |         |
| <input type="checkbox"/> | SQLCMTEST             | Up      |                 | <input checked="" type="checkbox"/> Status                  |         |
| <input type="checkbox"/> | SQL-HYPERV\SQL 2008R2 | Up      |                 | <input checked="" type="checkbox"/> Server/Instance/DB Type |         |

To have a more compact and relevant view you can filter out columns from the instances views. To filter out columns by name follow these instructions.

1. Click ▼ next to a column name.
2. Go to **Columns**.
3. Click the checkbox next to the column name you want to filter out.

#### Filtering by column value

| Version              |                     | Edition                  | # of DBs                                | Size (MB) |
|----------------------|---------------------|--------------------------|-----------------------------------------|-----------|
| SQL Server 2016 F    | ↑ A Z               | Sort Ascending           | 9                                       | 261.6     |
| SQL Server 2014 F    | ↓ A Z               | Sort Descending          | 16                                      | 954.1     |
| SQL Server 2014 F    | Columns             |                          | 14                                      | 604.2     |
| SQL Server 2014 F    | Filters             |                          |                                         |           |
| SQL Server 2012 S... | Enterprise Edition. | <input type="checkbox"/> | SQL Server 2016 RTM (13.0.1601.5)       |           |
| SQL Server 2016 R... | Enterprise Edition. | <input type="checkbox"/> | SQL Server 2014 RTM (12.0.2000.8)       |           |
| SQL Server 2016 C... | Enterprise Evaluat. | <input type="checkbox"/> | SQL Server 2012 SP2 (11.0.5058.0)       |           |
|                      |                     | <input type="checkbox"/> | SQL Server 2016 CTP 3.3 (13.0.1400.361) |           |

You can also filter instances using column values as filtering criteria. To filter out columns by value follow these instructions.

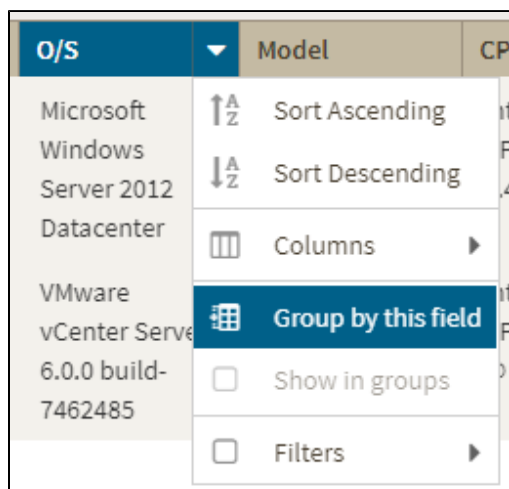
1. Click ▼ next to a column name.
2. Go to **Filters**.
3. Click the column value you want to use as filtering criteria.

#### Grouping Columns

The Managed by Host Server and SQL Licensing by Server views allow you organize instances by grouping them according to column names.

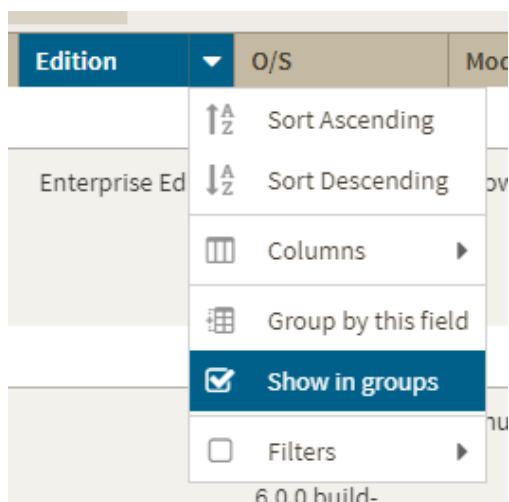
To group instances by column name follow these instructions.

1. Click ▼ next to a column name you want to use as group criteria.
2. Select **Group by this field**.



To ungroup instances follow these instructions.

1. Click ▼ next to a column name.
2. Uncheck **Group by this field**.



### Advanced Filtering

The **Advanced Filter** option on the actions bar allows you to create, save, and apply advanced filters. The advanced filtering options use both the criteria on the quick filters and all the available data column to create custom filters. To create an advanced filter click **Advanced Filter** and select **Create Filter**.

The Advanced Filters dialog in IDERA SQL Inventory Manager has the following structure:

The screenshot shows the 'Advanced Filters' dialog box. At the top, there's a title bar with a close button. Below it, a subtitle reads 'Create custom filters that allow you segment instances using single or multiple conditions.' A text input field for 'Custom Filter Name:' is labeled with a red circle '1'. To its right is a 'Help' link. Below this is a large area for defining filters, labeled with a red circle '2'. This area contains a row of controls: a dropdown for column name, a dropdown for operator, a date picker icon, a time picker icon, a dropdown for conditional (showing 'AND'), and a minus icon. At the bottom, there are three buttons: 'Add Filter' (labeled with a red circle '3'), 'Clear Filters' (labeled with a red circle '4'), and a row of three buttons: 'Cancel' (labeled with a red circle '5'), 'Apply Filters without Saving' (labeled with a red circle '6'), and 'Save and Filter' (labeled with a red circle '7').

1. **Custom Filter Name** - Enter a name for your custom filter.
2. **Filters Field** - Allow you to setup filtering criteria.
3. **Add Filter** - Allow you to add an additional filter.
4. **Clear Filters** - Clears the value of filter creation fields.
5. **Cancel** - Cancels the creation of the filter.
6. **Apply Filters without Saving** - Applies the current advanced filter without saving it.
7. **Save and Filter** - Saves and applies the filter.

The **Filters Field** contains the following elements:

This diagram shows a detailed view of the 'Filters Field' with labels for its components. It consists of four main parts: a dropdown for 'Column Name', a dropdown for 'Operator', a dropdown for 'Column Value', and a dropdown for 'Conditional' (showing 'AND'). A minus icon is located to the right of the 'Conditional' dropdown. Labels with lines pointing to each part are: 'Column Name' for the first dropdown, 'Operator' for the second, 'Column Value' for the third, and 'Conditional' for the fourth.

**Column Name** - The column name used as filtering criteria, like Instance or SQLServer Version.

**Operator** - Compares the value on its left with the value on its right.

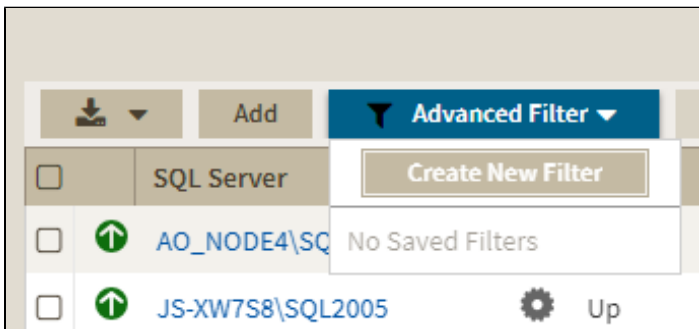
**Column Value** - The value to be used as filtering criteria.

**Conditional** - Conditional statements that determine additional filtering options. Available options are **AND**, **OR**, and **NOT**.

#### Creating Advanced Filters

To create an advanced filter follow these instructions:

1. Go to the instance view where you want to create a filter.
2. Click **Advanced Filter** and select **Create New Filter**.



3. On the **Advanced Filters** dialog enter a name for your filter.

 A screenshot of the 'Custom Filter Name' dialog box. It has a text input field containing 'Filter\_1' and a 'Help' link in the top right corner.

4. Use the drop down menus to select your desired criteria on the filter creation field.

 A screenshot of the filter creation field. It shows a dropdown menu with 'Version' selected, followed by a 'Contains' dropdown menu. To the right is a text input field containing 'SQL Server 20...' with a close button (x). Further right is an 'AND' dropdown menu and a minus sign button.

5. Click Save and Filter

You can also use conditions to further refine your advanced filters

You can also use further conditions to refine your advanced filters. To add more filtering fields click **Add Filter** and choose an operator.

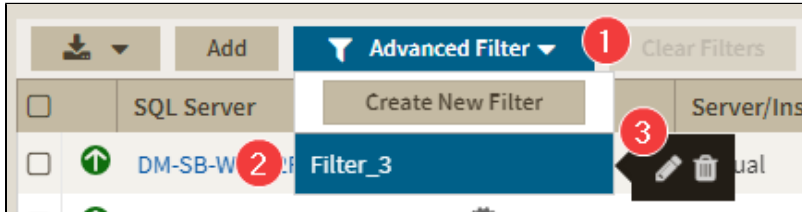
 A screenshot of the filter creation field showing two conditions. The first condition is 'Status' contains 'Down' (with a close button x). The second condition is 'Location' contains 'Prod\_Lab' (with a close button x). Both conditions are connected by 'AND' operators, and there are minus sign buttons at the end of each row.

To remove a filter field click  .

### Editing Advanced Filters

To edit a filter go to an instance view and follow these instructions:

1. Click Advanced Filter.
2. Go to the filter you want to edit.
3. Click on the edit option .



### Deleting Advanced Filters

To delete a filter go to an instance view and follow these instructions:

1. Click Advanced Filter.
2. Go to the filter you want to delete.
3. Click on the delete button .

