



# Introduction

### **Process and Trigger**

The Filter function operates on report Characteristics – the variables listed in the **Rows** and **Free Characteristics** area of most BW reports. Filtering can be used to display or hide specific values. The <u>Condition</u> function provides a similar filtering capability when working with Key Figures. This document describes how to use Condition to filter a Key Figure based on a specific threshold amount.

#### Prerequisites

None

## Menu Path

None

#### Transaction

None

#### **Tips and Tricks**

- Conditions do not operate on *Results* (subtotal) lines. To view the effect a condition has on your data, you may need to remove any *Results* lines.
- At times you may need to use your scrollbar to view additional information.
- Instructions calling for a mouse right-click can be executed on a Macintosh computer with a one-button mouse by holding down the **CTRL** key while clicking.

#### Reports

None

#### Procedure

Business case: you have run a report that results in several pages of data. You are searching for a set of specific Key Figure values among all those displayed in the report.

Example: you want to identify all non-zero commitment amounts. Conceptually, you want to filter a Key Figure to find everything with a value greater than \$0. However, it isn't possible to use the **Filter** function when dealing with Key Figures. Instead, it is necessary to use the **Condition** function.



		Commitments CYTD 000/2012 - 012/2012
GL/Commitment item $\pm$		s
510010	SUPPLIES	0.00
510030	CONS SUPPL-OFFICE	0.00
510040	CONS SUPPL-RES LAB	3,488.49
510046	CONS SPL GENOMIC NON	
510050	CONS SUPPL-RES AN RS	0.00
513500	TRAVEL - DOMESTIC	
515000	CNTR SVCS-OTHER	0.00
515520	CNTR SVCS-MONIT TSTG	80.00
860100	F&A EXTERNAL	
860200	FRINGE ALLOC EXTERNL	
893480	ISR: LASC (PER DIEM)	206.10
893485	ISR: LASC (SPEC SERV	0.00

Given this set of report data, the goal is to hide any line with a value of zero dollar value in the **Commitments CYTD** column.

#### Procedure

- 1. Click the **Settings** button
- 2. Click to select the Conditions Tab
- 3. Click the **Add** button to add a new condition

Variable Screen Open Save As Display As Table	Expor	t to PDF Filter Settings
Table Chart Exceptions Conditions Data Provider		
No conditions are defined           Add         Details         Toggle State         Delete		
Define Condition	4.	Select Threshold value condition
Image: Set condition type     2     3     4       Set condition type     Set condition parameter     Set characteristic assignment     Set properties	5.	Click <b>Next</b>
In this step, you define the type of condition. This type is used to set a default characteristic assignment		
C Ranked list oritorion Top N, Top N% are part of the ranked list conditions		
Threshold value condition     A threshold value condition filters data using a defined threshold. Example: Sales< 50		
O Mixed condition All conditions that have both threshold values and ranked list portions. Example: Top 2 products with relation to sales, as well as products with a profit margin > 5%		
Back Next Cancel Finish		



Define Condition	6. Specify threshold condition
Image: Constraint of the set of the	In this example, we will select all values greater than zero for the <b>Commitments</b> <b>CYTD</b> Key Figure
New FM Restricted Operator Value Commitments CYTD000/2012 - 012/2012 COMMITMENTS CYTD000/2012 COMMITMENTS CYTD000/2	To specify additional condidtions, use the <b>Add Row</b> button
	7. Click Finish
Back Next Cancel Finish	



The completed Condition is initially set to Active. You can turn the Condition off at any time by first clicking to select it, then click **Toggle State**.

Click **Close** to close the Settings window.

Conditions do not operate on *Results* (subtotal) lines. To view the effect a condition you create has on your data, you may need to remove any *Results* lines.

# **Results and Next Steps**

None