

Compound filter statements for running queries, creating lists, and creating report maker reports.

Version 4.0:

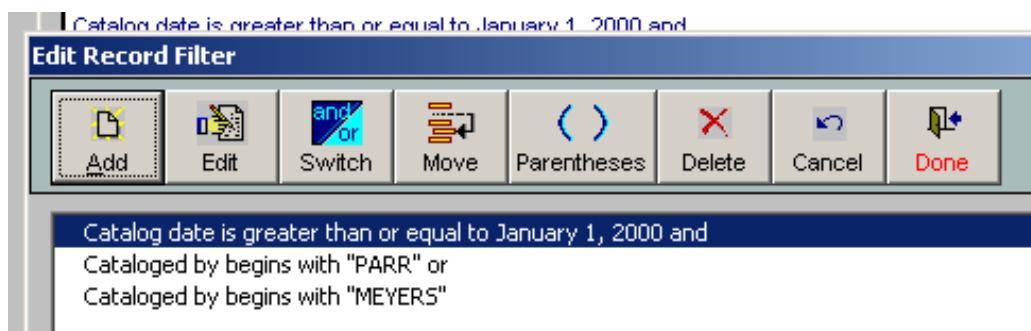
Creating compound filter statements that contain both “and” as well as “or” connectors can provide results that meet specific criteria. In order to create these filter statements you often need to manually modify the Boolean language to add parentheses. The parentheses should always be added in a set consisting of one open parentheses and one closed parentheses. The parentheses should go around the statements that you want to group together, essentially creating one large statement to compare to the remaining statements that appear outside of the parentheses. The “and” connector will narrow your results, while the “or” connector broadens your results.

An example will help demonstrate how to use parentheses to create a compound filter statement with both “and” as well as “or” connectors.

Goal: Create a report maker report with all records cataloged after January 1, 2000 and cataloged by either Mary Parr or Pamela Meyer.

Begin with the filter statement “Catalog date is greater than or equal to 01/01/2000.” This filter statement will give you all records cataloged on or after January 1, 2000.

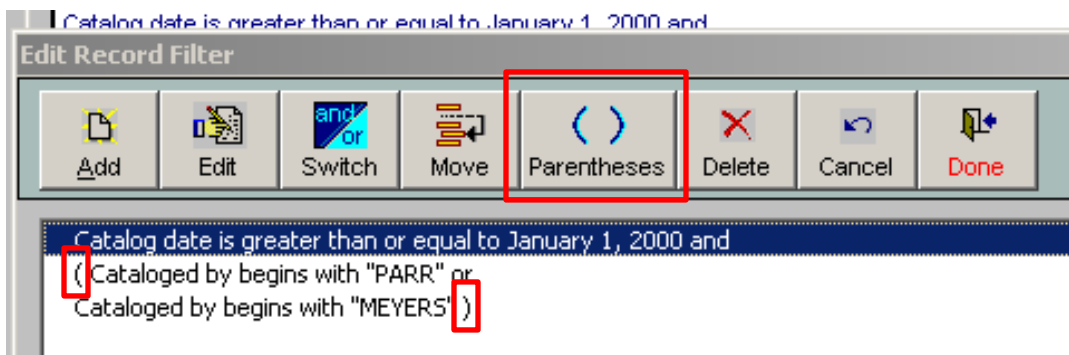
Now let’s narrow this filter statement to only include items cataloged after January 1, 2000 and cataloged by either Mary Parr or Pamela Meyers. Click “Add” and using the “and” connector enter the filter statement “Cataloged by begins with Parr.” Now, using the “or” connector enter the filter statement “Cataloged by begins with Meyers.”



As this filter statement currently stands it will not give us the results we want. Without the parentheses the statement will return any records that were cataloged after January 1, 2000 by Mary Parr or that were cataloged by Pamela Meyers regardless of date.

Click on the second line of the filter statement and then click on the "Parentheses" button. This will bring up a new window where you can select to insert or remove parentheses. Click on the insert button, this will bring you back to your filter statement. From here click once on the third line of the filter and hit the enter button on your keyboard. This will put in your parentheses.

The line that is selected when you select the "Parentheses" button will contain the opening parentheses. The line you select with your enter key will contain the closing parentheses.



When you run the report with the parentheses it will only give records that were cataloged after January 1, 2000 by either Mary Parr or Pamela Meyers.

If you have any questions, please contact our Support Office at 1-800-562-6080 or email support@museumsoftware.com. Thank you for using PastPerfect!