Date Filtering

Cloud | Mobile | Reporting | Analytics

Version Control

Date	Version	Change Summary	Created By
27/09/2021	1.0	New Guide Created	Neil Trueman

Cloud | Mobile | Reporting | Analytics

Contents

Cloud | Mobile | Reporting | Analytics
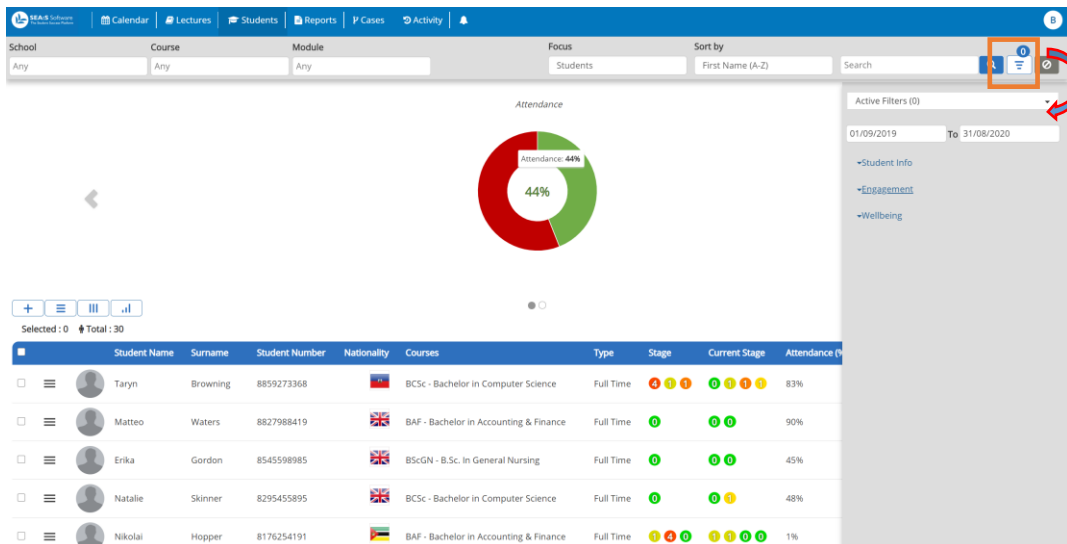
Date Filtering

Clicking on the Filter button, provides access to additional filtering options including date adjustment.
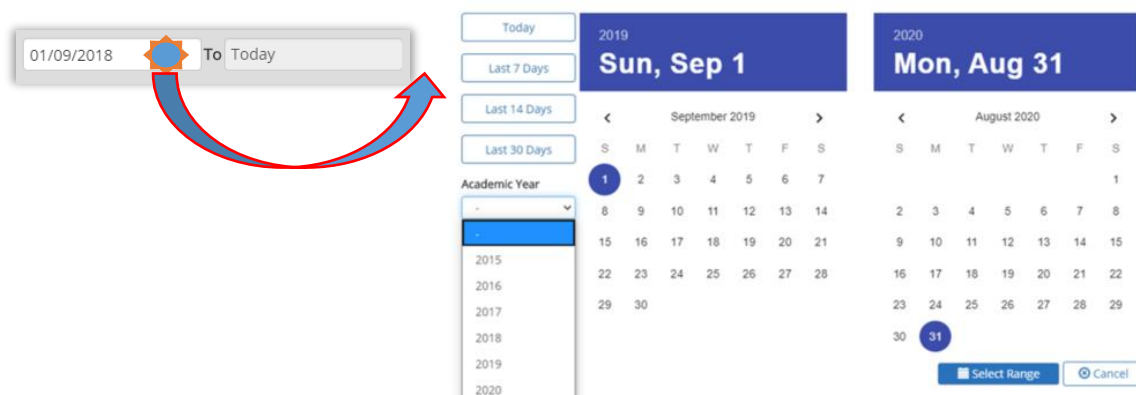

Date Range Adjusting

The Date Range filter is not part of the Active Filters section and may be adjusted by clicking on the from or to date field.

A new modal will display where you can make various adjustments to the date range including academic year. The default on initial login (never used the system) is 'today's' date. On adjusting, will save date range in your browser settings being available the next time you log in. Note: You may have to adjust your date settings as part of any updates that occur.

If the date range selected is within an academic year start and end dates then the academic year value will be set automatically for that academic year. If the date range selected spans multiple academic years, no academic year value will be set.

If a date button such as 'Today' or 'Last N Days' is selected the academic year will default to the current academic year. With no academic year set, students across all academic years are available to be returned if they fit the context of the date range and filter combinations.

On selection of date ranges, the system will immediately refresh results within the main view.

Cloud | Mobile | Reporting | Analytics