

## Modify Filter Conditions

This article explains how to add or remove a condition. Changes are applied the next time a report is run or a dashboard is updated. The new settings are used and user access filters are applied the next time the user logs in.

### To add a condition:

1. Go to **Configuration > Filters**.
2. Expand the **Filters** tree.
3. Select a filter to open.
4. Click the **Conditions** tab.
5. Click **Edit**, then click **Add**.
6. Enter the Filter conditions as follows:

Entities (Any type) Field	Comparison Op	Value	Action
Entity.Name	Equals	Mobile	Add

And  Or  Use this condition as a parameter to a chart

*The Filter Conditions section.*

1. **Attribute:** Select the field where you want to filter the records.
2. **Operator:** Select the type of operation you want to use to compare the attribute definition and value.
3. **Value:** Enter a string or number, or select from the dropdown list.
4. **Conjunctions:** Joins conditions to build an expression that is matched when returned true. Select the same type for all conditions in a filter. Matches filter to combine AND and OR expressions.
5. **Use this condition as a parameter to a chart** Allow all users to create reports that can drill down to the record level of this field.
7. Click **Save**.

The Matches Filter operator will not produce correct results if the filter it references is not found. If you must use the Matches Filter operator in the condition of a filter, create the filter to be set in the Matches Filter value first.

### To remove a condition:

1. Go to **Configuration > Filters**. In the **Administration** application, go to **Users > Filters**
2. Expand the **Filters** tree.
3. Select a filter to open.

4. Click the **Conditions** tab.
5. Click **Edit**, then click the **Delete X** icon next to the condition.
6. Click **Save**.