Filter

With the help of the **filters**, various **filters** can be set in configurations of the action "**ta_getOrgJournal**" to identify employees to whom **certain criteria** apply. Example: employees with unplanned vacation of more than x days, employees with x days of care leave / sick leave / training in the year.
Each day that meets the entered restriction is added to the journal result.

In addition, it can be determined whether the filter should be visible in the **output form** or not. If the parameter "**Show filters**" is set to YES, the user can additionally check it in the query form.

- **Show filters**
  This parameter is located in the configuration details of the account list and applies to all filters of the configuration. It determines whether the **filters** should be visible in the **output form** or not; if the parameter is set to YES, the user gets the checkbox "Activate filters" in the query form and can check or uncheck the individual filters and change the filter values. If the parameter is left at NO, all filters are always applied in the background, and the user has no influence on the filter criteria.
  Checking and unchecking individual filters is only possible if no parentheses are used and all conditions are connected with the same operator (only AND or only OR); otherwise all filters are always active.
- Left parentheses
- **Table**
  Here you can choose between the accounts and person fields from Time & Attendance. Depending on the selection, various accounts are then available for selection under "Column", or person fields (e.g., personnel number, cost center, department, etc...)
- **Column**
  Selection of the corresponding account
- **Name**
  Designation of the filter that is displayed to the user in the query form
- **Operator**
  < less than, <= less than or equal, == equal, > greater than, >= greater than or equal
- **Value**
  Entry of a corresponding value (refers to days)
- Right parentheses
- **Boolean**
  If the checkbox is checked, the filter is offered in the query form only with its name for checking or unchecking; the filter value cannot be changed by the user.
- **Parentheses: AND / OR**
  - And : An **AND** operator allows the definition of an additional condition for the filter. This allows users to be checked against several criteria (e.g., "Sick leave > 0 AND Vacation > 25" -> all users to whom BOTH criteria apply are displayed)
  - Or: The **OR** operator allows filtering by criteria that are to be checked independently of each other. (e.g., "Sick leave > 0 OR Vacation > 25" -> all users to whom ONE OF THE TWO criteria applies are displayed)

W A R N U N G

Caution: If an AND operator is combined with an OR operator, and the OR operator is not supposed to take precedence over the AND operator, **parentheses** must be used. They cause the AND operator to be evaluated before the OR operator.
Example: "Sick leave is greater than zero and Vacation is greater than 25 or Remaining vacation is greater than 25" is interpreted without parentheses as "Vacation is greater than 25 or Remaining vacation is greater than 25 AND Sick leave is greater than zero", meaning the OR operator takes precedence. If the parentheses are now entered as follows: "(Sick leave is

greater than zero and Vacation is greater than 25) or Remaining vacation is greater than 25", the AND operator is evaluated first and only then the OR operator.

- **Up/Down**
  Move the condition up or down
- **Delete**
  A condition can be removed by clicking the Delete button
- **Add condition**
  New conditions can be added by clicking