AssetCloud & InventoryCloud: filtering reports (including scheduled reports)

Scott Leonard - 2024-10-02 - Cloud

AssetCloud and InventoryCloud's reports can be filtered via the Report Parameters section.

Select a report from the list. The Report Parameters section shows the set of parameters that are available for the particular report.

Specify the desired parameters and operator.

Note: While most operator names are intuitive (e.g. "Equals" or "Less Than"), users may be unfamiliar with the "Like" operator, which finds patterns or partial matches, following SQL behavior for Like. For more information, here is a web search for "SQL Like operator". The % and _ wildcard characters can be used, but AND and OR cannot be used here.

To see the results of the report for current data, click Run Report.

To save the report parameters and apply them in the future, click Schedule Report, and follow the usual procedure for that (as shown in the Help). Parameters must be specified before creating the scheduled report; you cannot set or change parameters into a scheduled report after it has been saved.

FAQ

Question 1: I specified a date parameter by name (e.g. "Yesterday") and specific dates were automatically filled in. When the scheduled report runs automatically, does it recalculate the dates, or does it use the dates that showed originally?

Answer 1: The dates are recalculated each time the scheduled report runs, rather than repeated running with the same wrong dates.

Question 2: Is there a way to add other parameters to the report screen?

Answer 2: No, but you can add filter(s) to the report. See article "AssetCloud & InventoryCloud: How to add a filter to a report" below in Related Pages.

Related Content

- AssetCloud & InventoryCloud: How to add a filter to a report