

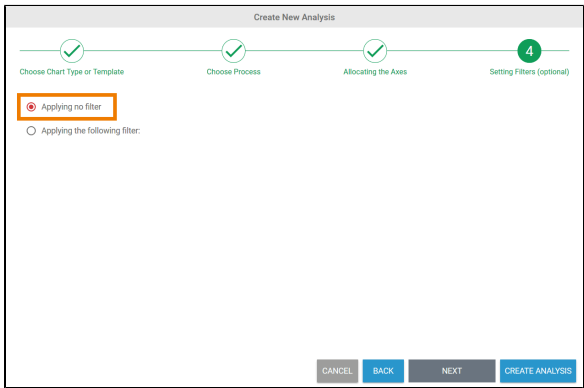
# Configuring Filters

The [Create New Analysis Wizard](#) supports you during the creation of an analysis.

- In **step 1** the user must select a [chart type](#).
- In **step 2** the process to be analyzed is selected
- In **step 3** the [axis allocation](#) for the analysis is configured.
- In **step 4** the user can finally create filters for their analysis.

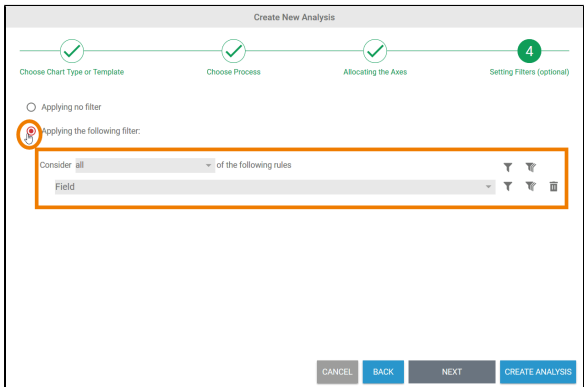
Only the first three steps are mandatory, the creation of a filter is optional.

## Creating a Filter



In step 4 of the wizard, the option **Applying no filter** is selected by default. This means that all instances of the process selected are evaluated in the analysis.

In step 4, it is still possible to create an analysis directly without a filter: Click **Create Analysis** to do so.



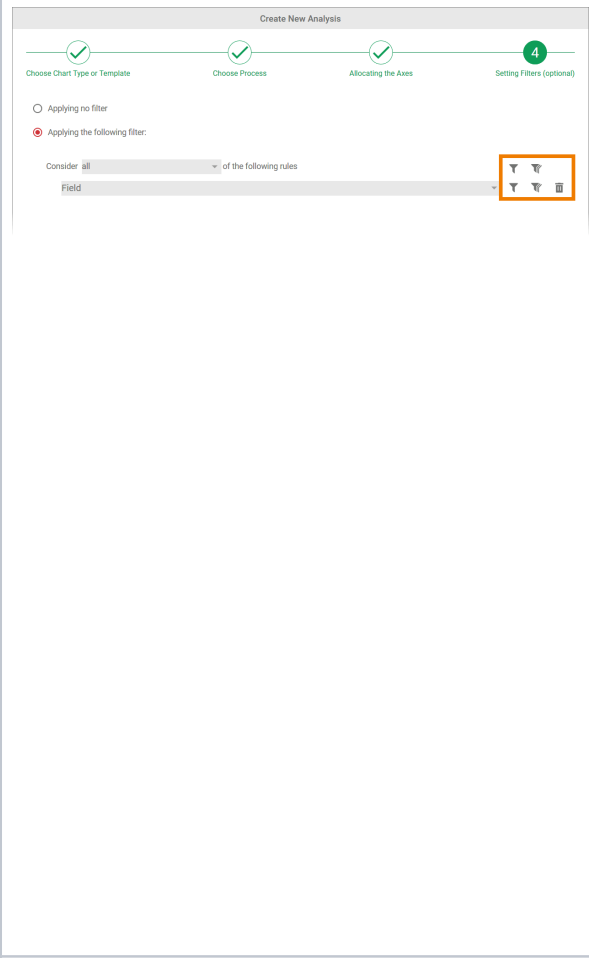



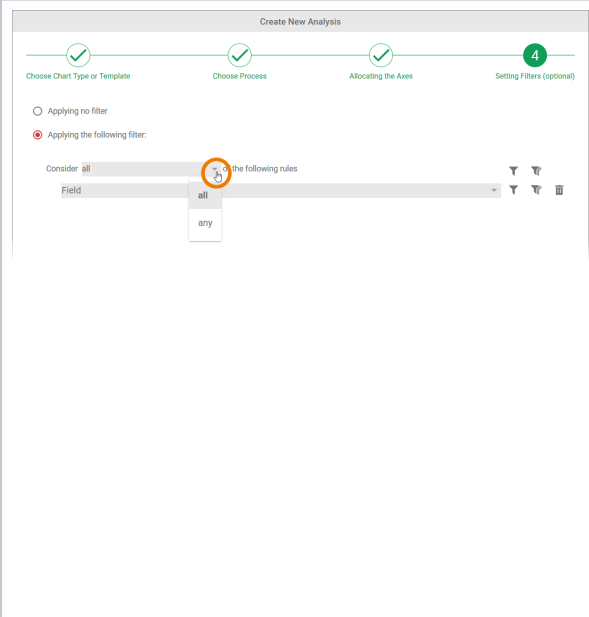
If you change the option on the **create following filter** function, the filter entry is displayed.

### On this Page:

- [Creating a Filter](#)
- [Creating an Attribute Filter](#)
  - [Available Operators](#)
  - [Inserting Values](#)
    - [Using Wildcards](#)
    - [Entering a Duration](#)
    - [Relative Filtering](#)
  - [Nesting Filters](#)
- [Creating Filters Specific to Measures](#)
- [Changing Filters](#)

### Related Pages:

- [The Sidebar](#)
  - [The Analyses Sidebar](#)
- [Analyses](#)
  - [Creating an Analysis](#)
  - [Configuring Axis Allocation](#)
  - [Duplicating an Analysis](#)
- [Templates](#)

	<p>Use one of the following options to manage your filters:</p> <ul style="list-style-type: none"> <li>• Use option  to create a new attribute filter.</li> <li>• Use option  to link attribute filters.</li> <li>• Use option  to delete a filter.</li> </ul>
	<p>In the first field, the selection list is the basis for determining filtering:</p> <ul style="list-style-type: none"> <li>• <b>All:</b> All rules must be met.</li> <li>• <b>Any:</b> At least one rule must be met.</li> </ul>

## Creating an Attribute Filter

1

Choose Chart Type or Template

2

Choose Process

3

Allocating the Axes

4

Setting Filters (optional)

☐ Applying no filter

☒ Applying the following filter:

Consider all of the following rules

Field

Current Step

End Date

End Event

Events

Host

Last Update

Process Count

Process Duration



Process ID

CANCEL

BACK

CREATE ANALYSIS

Once the basis for filtering has been defined, you can create individual attribute filters:

- Use option  to create a new attribute filter.
- Use option  to link attribute filters.

To select an instance attribute, expand the **Field** selection list.

1

Choose Chart Type or Template

2

Choose Process

3

Allocating the Axes

4

Setting Filters (optional)

☐ Applying no filter

☒ Applying the following filter:

Consider all of the following rules

Step = value

=

≠

like

is not defined

is defined

CANCEL

BACK

NEXT

CREATE ANALYSIS

Depending on the selected instance attribute, various operators become subsequently available. The available operators can be displayed via a selection list.

## Available Operators

A distinction is made between four groups of instance attributes and the operators belonging to them:

Operators	Instance Attributes	Value Input
-----------	---------------------	-------------

<div><div>=</div><div>≠</div><div>like</div><div>is not defined</div><div>is defined</div></div>	<div>Current step</div> <div>End event</div> <div>Host</div> <div>Process name</div> <div>Process ID</div> <div>Start event</div> <div>Step</div>	<div>manual input*</div> <div>* Except when operators <b>is defined / not defined</b></div>
<div><div>&lt;</div><div>≤</div><div>=</div><div>≠</div><div>≥</div><div>&gt;</div><div>is not defined</div><div>is defined</div></div>	<div>Process time</div> <div>Step duration</div> <div>Process count</div>	<div>manual input*</div> <div>* Except when operators <b>is defined / not defined</b></div>

<div> <div>&lt;</div> <div>≤</div> <div>≥</div> <div>&gt;</div> <div>is not defined</div> <div>is defined</div> <div>relative filter</div> </div>	<div> <div>End date</div> <div>Last update</div> <div>Start date</div> </div>	<div>Calendar (date picker) and manual input of the time *</div> <div>* Except when operators <b>is defined / not defined</b> and <b>relative filtering</b></div> <div>If <b>relative filtering</b> is selected, the following options are available via an additional selection list:</div> <div> <ul style="list-style-type: none"> <li>last minute</li> <li>last hour</li> <li>last day</li> <li>last week</li> <li>last month</li> <li>last year</li> </ul> </div> <div>user-defined (manual input, refer to <a href="#">Relative Filtering</a>)</div>
<div> <div>contains</div> <div>does not contain</div> </div>	<div> <div>Event</div> <div>Steps</div> </div>	<div>Manual input</div>

Inserting Values

	<div> <div>You can enter the related value if an operator has been selected.</div> </div>
--	---

Using Wildcards

Create New Analysis

Choose Chart Type or Template   Choose Process   Allocating the Axes   **4** Setting Filters (optional)

☐ Applying no filter

☒ Applying the following filter:

Consider all of the following rules

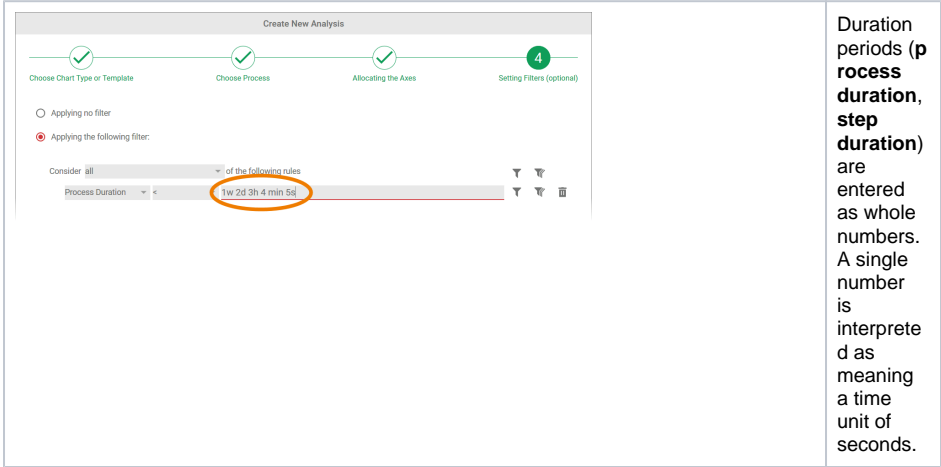
Step	Like	isend%

If you choose the **contains** operator, you can use wildcards for entries in the **value** field. The following placeholders are allowed:

- **\_** (underscore): Use an underscore as a placeholder for any character.
- **%** (percent sign): Use the percentage sign as a placeholder for any set of characters.

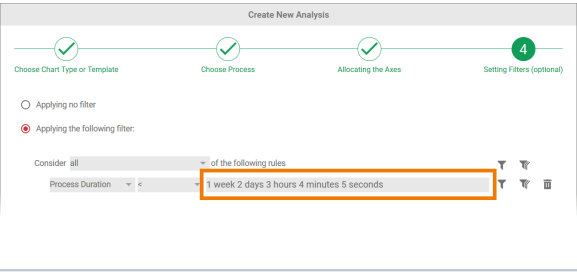
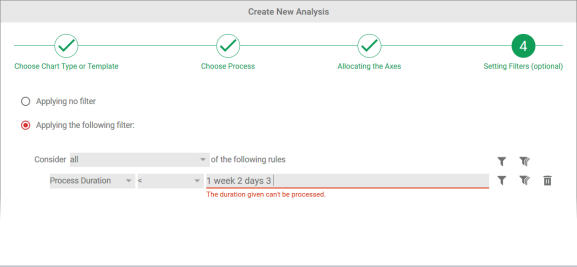


### Entering a Duration



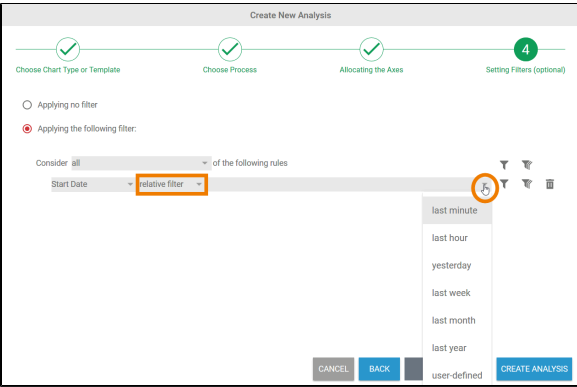
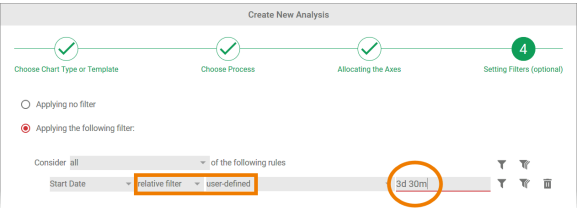
You can also use the corresponding abbreviations to enter weeks, days, hours and minutes:

Time Units	Permitted Input (upper and lower case scripts are allowed)
Week	w, week, weeks
Day	d, day, days
Hour	h, hr, hour, hours
Minute	m, min, minute, minutes
Second	s, sec, second, seconds

	After completing the entry, the applied time units are written out automatically.
	If a time unit entry is not clearly defined, a corresponding message will be shown.

## Relative Filtering

The operator **relative filter** is available for the instance attributes **End Date**, **Last Update**, and **Start Date**.

	<p>Use the selection list to set predefined filters.</p> <p>The following selections are available:</p> <ul style="list-style-type: none"><li>• <b>last minute</b></li><li>• <b>last hour</b></li><li>• <b>yesterday</b></li><li>• <b>last week</b></li><li>• <b>last month</b></li><li>• <b>last year</b></li><li>• <b>user-defined</b></li></ul>
	If you choose the option <b>user-defined</b> , you can enter the desired duration manually (see <a href="#">Entering a Duration</a> ).



## Nesting Filters

Create New Analysis

Choose Chart Type or Template Choose Process Allocating the Axes Setting Filters (optional)

☐ Applying no filter

☒ Applying the following filter:

Consider any of the following rules

Process Duration < 1 week

Host like %acme%

Consider all of the following rules

Last Update is not defined

Current Step is not defined

CANCEL BACK NEXT CREATE ANALYSIS

You can create as many filters as you wish. Filters can also be nested to any depth.

Once you have finished entering the desired filter, you can create the analysis using the **Create Analysis** button.

## Creating Filters Specific to Measures

If an analysis has been configured with several measures (refer to [Configuring Axis Allocation](#) for details), you can also create measure-specific filters.



The creation of measure-specific filters is not available for pie charts and tachometer charts as these charts can only be configured for one index number at a time.

Create New Analysis

Choose Chart Type or Template Choose Process Allocating the Axes Setting Filters (optional)

☐ Applying no filter

☒ Applying the following filter:

All measures + -



Apply filter to: All measures

Consider all of the following rules

CANCEL BACK NEXT CREATE ANALYSIS

If you have saved several measures on an axis, the **All Measures** tab appears when you open the filter wizard.

If you configure filters in this tab, the filters are applied to all allocated measures.

<div><div>Create New Analysis</div><div><div>✓</div><div>✓</div><div>✓</div><div>4</div></div><div><div>Choose Chart Type or Template</div><div>Choose Process</div><div>Allocating the Axes</div><div>Setting Filters (optional)</div></div><div><div><input type="radio"/> Applying no filter</div><div><input checked="" type="radio"/> Applying the following filter:</div></div><div><div>All measures</div><div>+</div><div>-</div></div><div><div>Apply filter to: All measures</div><div>▼</div></div><div><div>Consider all</div><div>▼</div><div>of the following rules</div></div><div><div>Step Duration (Average)</div><div>Process Count</div></div><div><div>1</div></div></div>	<p>In addition to the global <b>All Measures</b> filter, you can create measure-specific filters.</p> <p>To change the existing global filter to a filter specific to a key measure, open the selection list <b>Apply filter to</b> and select the corresponding measure.</p>
<div><div>Create New Analysis</div><div><div>✓</div><div>✓</div><div>✓</div><div>4</div></div><div><div>Choose Chart Type or Template</div><div>Choose Process</div><div>Allocating the Axes</div><div>Setting Filters (optional)</div></div><div><div><input type="radio"/> Applying no filter</div><div><input checked="" type="radio"/> Applying the following filter:</div></div><div><div>Process Count</div><div>+</div><div>-</div></div><div><div>Apply filter to: Process Count</div><div>▼</div></div><div><div>Consider all</div><div>▼</div><div>of the following rules</div></div></div>	<p>The selected measure is transferred to the tab. All filters that you create now only affect the selected measure.</p>
<div><div>Create New Analysis</div><div><div>✓</div><div>✓</div><div>✓</div><div>4</div></div><div><div>Choose Chart Type or Template</div><div>Choose Process</div><div>Allocating the Axes</div><div>Setting Filters (optional)</div></div><div><div><input type="radio"/> Applying no filter</div><div><input checked="" type="radio"/> Applying the following filter:</div></div><div><div>Process Count</div><div>+</div><div>-</div></div><div><div>Apply filter to: Process Count</div><div>▼</div></div><div><div>Consider all</div><div>▼</div><div>of the following rules</div></div></div>	<p>If you wish to create additional measure-specific filters, use option  to add more tabs.</p>
<div><div>Create New Analysis</div><div><div>✓</div><div>✓</div><div>✓</div><div>4</div></div><div><div>Choose Chart Type or Template</div><div>Choose Process</div><div>Allocating the Axes</div><div>Setting Filters (optional)</div></div><div><div><input type="radio"/> Applying no filter</div><div><input checked="" type="radio"/> Applying the following filter:</div></div><div><div>Process Count</div><div>Remaining measures</div><div>+</div><div>-</div></div><div><div>Apply filter to: Remaining measures</div><div>▼</div></div><div><div>Consider all</div><div>▼</div><div>of the following rules</div></div><div><div>Field</div><div>▼</div></div></div>	<p>Use option  to remove already created tabs.</p>

Create New Analysis

Choose Chart Type or Template   Choose Process   Allocating the Axes   **4** Setting Filters (optional)

☐ Applying no filter

☒ Applying the following filter:

Process Count   **Remaining measures**   +   -

Apply filter to: Remaining measures

Consider all of the following rules

Process Count	<	12	Y	N	⌵
End Date	is not defined		Y	N	⌵
Last Update	<	12/20/2019	Y	N	⌵

CANCEL   BACK   NEXT   CREATE ANALYSIS

Once a measure-specific filter has been created, the global filter no longer applies to this measure. The name of the tab therefore changes from **All measures** to **Remaining measures**.

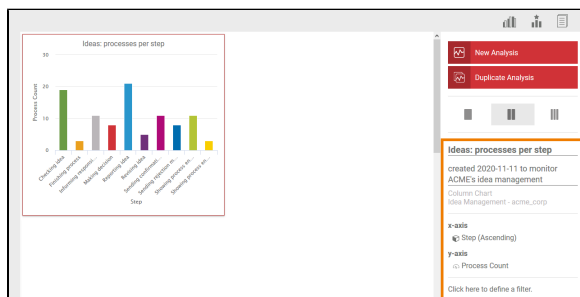
#### Example:

The filter **Process Count < 12** in tab **Remaining measures** will not be executed.

Filters to be applied to the **Process Count** must be saved in the **Process Count** tab.

## Changing Filters

When all required filters have been created and the analysis has been created, the chart is displayed in the Process Analyzer. The settings for the analysis are shown in the sidebar:



Use the sidebar to assign a name and a description to the analysis. You can also edit the filter settings via the sidebar. Click in the **Filters** section in the sidebar to open a pop-up window where you can adapt existing filters and also create new ones:

