Filtering is a useful way to only show relevant data. You can apply a combination of filters to narrow your view to a more restricted data set.

Using the ATS Accuracy Chart as an example, the following filters can be applied to narrow down the view:

- Presenting Problem
- Disposition
- Age Range
- Date Range

For checkbox list filters, the All option is selected by default. To select specific items, you must first uncheck the All option and then select one or a combination of items.

The Age Range filter allows the following types of input:

- Less than e.g. -14 (14 years or younger)
- Greater than e.g.+65 (65 years or over)
- A range e.g. 16-18 (16 years inclusive to 18 years inclusive)

By default, the data set in Reports includes all records across all your completed Audits.