

# Criteria

In the designer, you can specify criteria on the data :

- in the general case, at the [query filtering level](#) #TBC
- in rarer cases, at the [joins level](#). #TBC

In both cases, the entry and the combination are very close.

## Disable a Criteria

Each criteria is preceded by Chaque ligne de critère est précédée d'une case à cocher. Si la case n'est pas cochée, le critère n'est pas pris en compte.

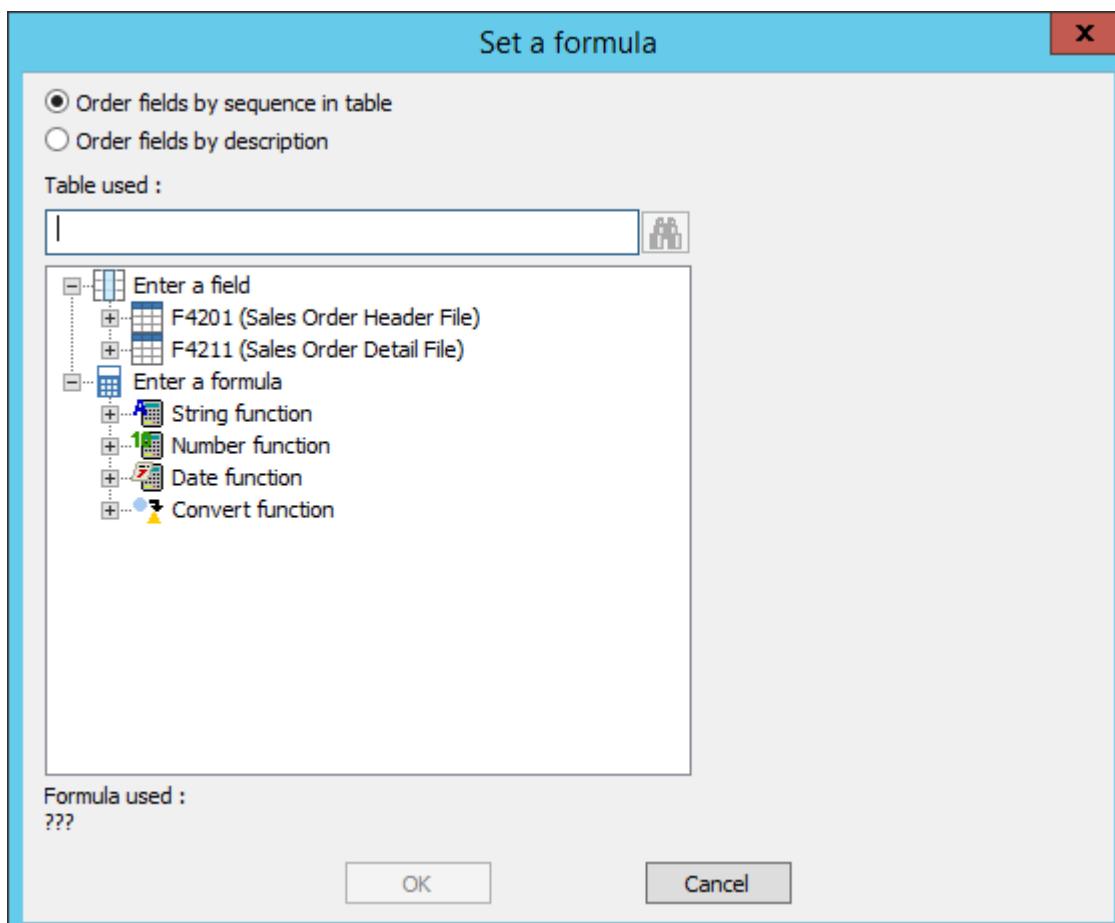


In the development phase, it is a good idea to add a temporary restrictive criterion on the data, so that test runs are fast. Before publication, one can simply uncheck the criterion and leave it available for future tests.

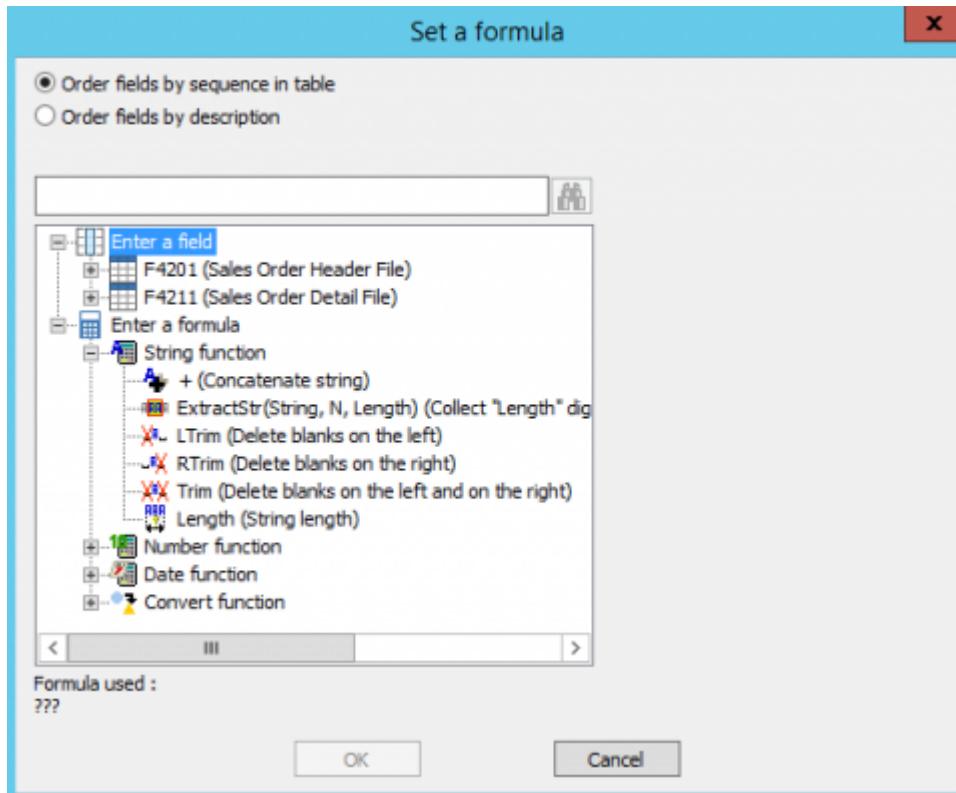
## Add a criterion



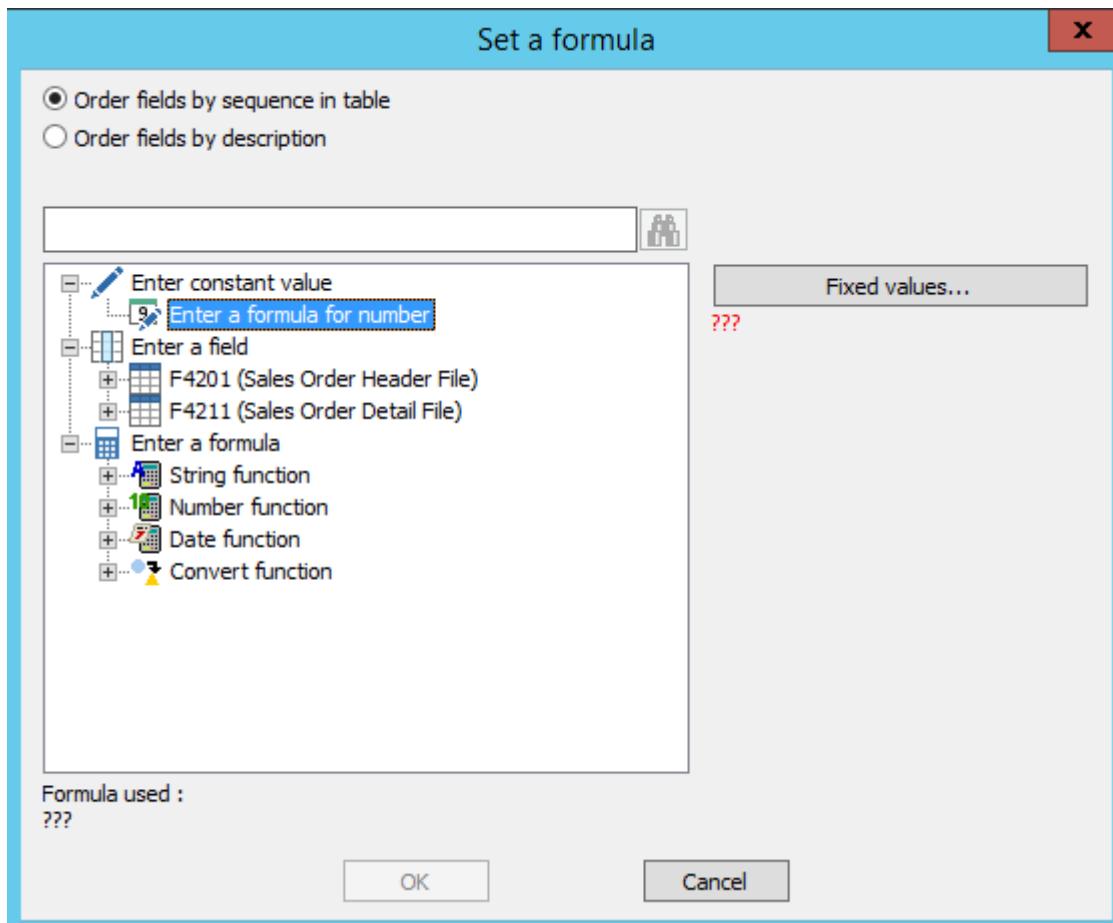
Last update: 2020/07/28 en:v8\_0\_0:designer:menus:accueil:nouvellerequete:criteres https://vigilens.wiki/dokuwiki/doku.php?id=en:v8\_0\_0:designer:menus:accueil:nouvellerequete:criteres 15:14



A wizard allows you to choose the term on the left from the tables, subqueries or operations. Operations can accept [parameters](#), use fields from tables or subqueries, or use other operations.



The term on the right can, in addition to table fields, subqueries or operations, be hard coded.



## Combining criteria

When there are several conditions and there are logical “ORs” between these conditions, use the A/O tools (A/O standing for And/OR) to toggle the flag, the Up/Down arrows to move the lines relative to each other, and the parenthesis tools.

### Add a new query

Extract data that match the rule :

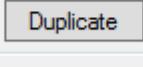
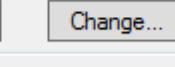
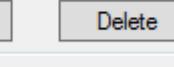
If...

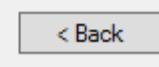
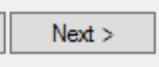
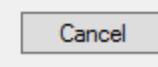
Match       Not match

<input checked="" type="checkbox"/> =	SHDOCO (F4201) = SDDOCO (F4211)	
<input checked="" type="checkbox"/> =	SHDOCO (F4201) = SDDOCO (F4211)	
<input checked="" type="checkbox"/> =	SHDOCO (F4201) = SDDOCO (F4211)	

**OR** 

**AND** 

**A/O**        



If you want to create a criterion on multiple values (Company code = 00001 or 00003 or 00004, for example), it is much better to use a list of values rather than accumulating rows of criteria.

The screenshot shows the 'Set a formula' dialog with a context menu open over the 'Fixed values...' button. The menu includes options like 'Enter constant value', 'Enter a formula for string', 'Enter a field', and 'Enter a formula'. The 'List of values' tab is selected in the 'Enter constant value' dialog, which displays a list of values: '00004', "'00001'", "'00003'", and "'00004'".

**Extract data that match the rule :**

If...  Match  Not match

= SHKCOO (F4201) = '00001','00003','00004'

**Add a new query**

Extract data that match the rule:

If...  Match  Not match

= SHKCOO (F4201) = '00001'  
 = AND SHKCOO (F4201) = '00003'  
 = AND SHKCOO (F4201) = '00004'

## Match / Not Match

- If the radio button is set on Match, only lines matching all criteria are displayed.
- If the radio button is set on Not match, only lines not matching at least one criterion are displayed. It is **negation** from a logical perspective.



Sometimes it is easier to describe records you don't want than those you want. In this situation you may use "Not match" option.

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