

# General Information

## Anatomy of a Grid Filter Band

### Where is the Grid Filter Band Located?

The Grid Filter Bands are located at the top of many grids in Envio. Grids that sometimes are called Master Grids (Sales Orders, Runs, Purchase Orders, etc.) will have a Grid Filter Band at the top.

**Find Filter:** All Years Runs **Search** **Show Filter Values**

Envio found 289 records that match the Find Filter

The Find Filter Dropdown will include any saved Advanced Find Filters you've created and one default provided by Unisun.

Once a Find Filter is selected, pressing the Search button will populate the grid below. It also will generate a record count result.

If you are unsure which values are used to bring in grid data, press the Show Filter Value button to view or adjust the filter.

**Current Filter Values**

**Start Date**

☐ From This ☐ To This

01/01/2018 12:00:00 AM 01/01/2019 11:59:59 PM

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