

Business Intelligence Toolbar Button Icons



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- A. OPEN - Access and open any previously saved used-defined views.
- B. SAVE - Save a user-defined View after implementing formatting and criteria changes.
- C. UNDO - Undo last navigation change. Each click will back out another step / change. Allow time for each screen refresh. **NOTE: THIS ACTION MAY TAKE SEVERAL MINUTES. WE ARE CURRENTLY WORKING ON A SOLUTION.**
- D. RESET - This will undo all user navigation and filter changes and return the view to the way it was delivered. **NOTE: THIS ACTION MAY TAKE SEVERAL MINUTES. WE ARE CURRENTLY WORKING ON A SOLUTION.**
- E. VARIABLE SCREEN - This will return the user to the Initial Variable Screen to change your selections.
- F. DISPLAY - This will show all variable and filter selections that are currently in effect.
- G. FILTER VALUES - Hide/Display Variable (report-wide) and Dynamic (tab only) Filter Values. The report defaults to display variable and filter values.
- H. EXCEL - This will allow you to export the current view to Excel for further processing.
- I. PDF PRINT - This will convert the current view to a pdf format to allow you to either print the view or save the pdf file.
- J. PROPERTIES - This will display the properties of the current view. Toggle on / off.
- K. FAST FILTER AND NAVIGATION - Display Fast Filter Dropdowns, Fast Menus, and Fast Navigation Buttons. The report defaults to display fast filter dropdowns and menus.
- L. NAVIGATION PANE - This will allow you full access to the building blocks of the current view. Toggle on / off.
- M. FILTER PANE - This will allow you full access to apply / remove filters on the data. Toggle on / off.
- N. EXCEPTIONS - Add or edit the formatting of cells based on report values - i.e. cells in red when dollar amount is negative.
- O. CONDITIONS - Limit display of data that meets particular user-defined criteria.
- P. FULL WINDOW VIEW - Open the report detail or chart in a full window to aid scrolling.
- Q. DOCUMENTATION - Access the report documentation and/or tab specific notes.