Conversation Search Results – Applying Filters

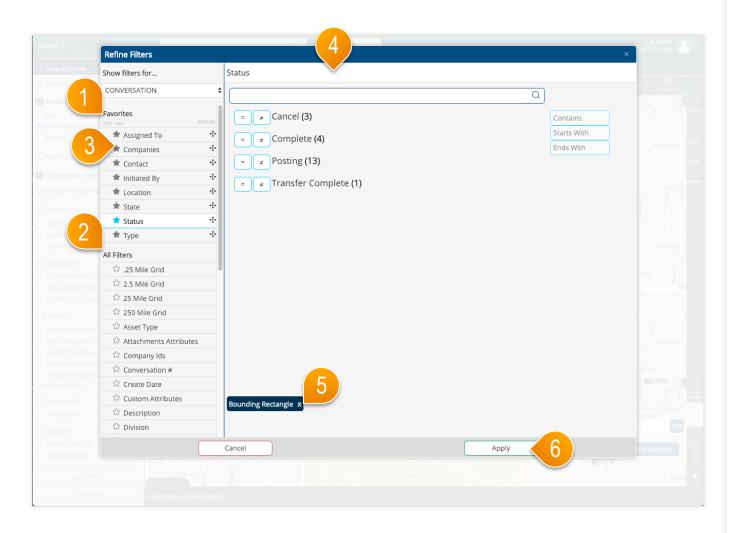# Conversation Search Results – Refine All Filters

page walkthrough

① Your favorited filters for this asset type are saved here. These are the filters that will show in your filters pane on your search pages.

② To add a favorite filter, find one in the All Filters area and click the unfilled star.

③ To remove a favorited filter, click the filled star of a favorited filter.

④ The complete list of filter options available for the type of asset is listed here. Click one of the filter options in the list on the left, then set the values for that filter. Each filter category may have a different method of setting the values, dependent on the type of data and configuration of that filter. In some cases, all available values will be listed as shown in this screen. In other cases, you can search for a phrase or word. Or you may be able to use familiar operators like equals, greater than, or between, to define a numeric value.

⑤ As values are selected, the filters are displayed in the **green area**. These filters are applied by clicking the Apply button. The filters with selected values are moved to the top of the list in the list of filters on the left.

⑥ When finished, click Apply. This will update your search results with all of the filters you applied and will take you back to the updated search.