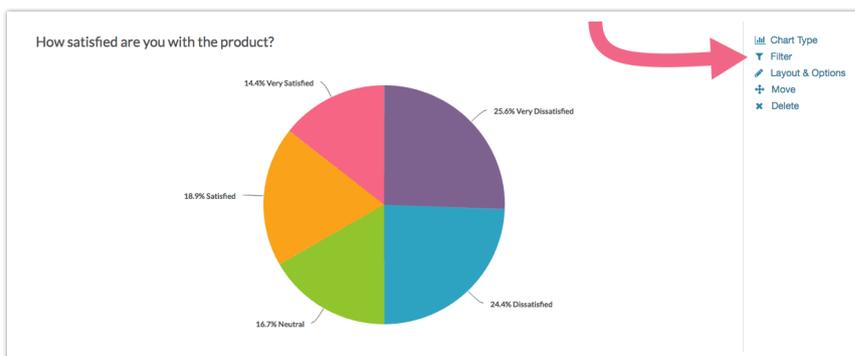


# Filter Individual Questions in Your Report

In addition to filtering your entire report based on a condition, you now have the ability to apply a filter to a single report element within a [Standard Report](#) or a Legacy Summary Report.

## Standard Report Setup

1. To apply a filter rule to an individual Standard Report Element, click the **Filter** option associated with the element you wish to filter.



2. Next, create your filter rule using the logic builder. Click **Save** when finished.

**Edit Report Element**

Chart Type **Filter** Layout & Options

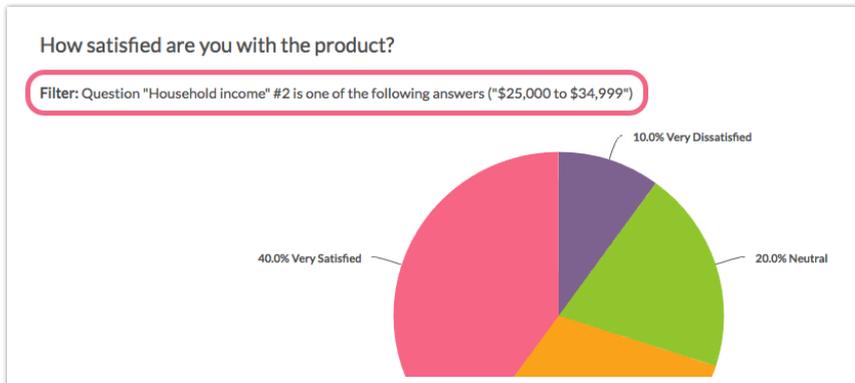
Remove All Logic

Q 2. Household income is one of the following:

- Less than \$25,000
- \$25,000 to \$34,999
- \$35,000 to \$49,999
- \$50,000 to \$74,999
- \$75,000 to \$99,999
- \$100,000 to \$124,999
- \$125,000 to \$149,999
- \$150,000 or more

Show Details of Filter with Report Element

3. If you wish to display the details of your filter condition in the body of the report, select the **Show Details of Filter with Report Element** checkbox below your condition(s). This will result in a filter description directly below the element title in the body of the report.



## Filter by Campaign

If you are using [multiple share methods to distribute your survey](#), you can now filter your individual report elements based on the share method.

1. To filter a specific element based on the share method (Standard Report), click the **Filter** option associated with the element you wish to filter.
2. Click to expand the **Filter by Survey Link or Campaign** section and choose the link/share method that you want to include in the question's dataset.

Remove All Logic

--Select a condition-- is exactly equal

+ Add Condition + Add Group

Show Details of Filter with Report Element

Filter by Survey Link or Campaign

Respondent used one of the following links:

Customer Campaign

Default Link

3. Click **Save** to apply your filter.

# Legacy Summary Report Setup

1. To apply a filter rule to a specific Summary Report Element, click on **Customize Report** and click on the element title of the element that you wish to edit.

The screenshot shows the 'Edit Report Settings' interface. At the top, there is a dark blue header with the title 'Edit Report Settings' and navigation tabs: 'General', 'Options', 'Charts', 'Stats', 'Filter', 'Style', and 'Share'. A 'Need Help?' link is also present. Below the header, the 'Title' field contains 'New Summary Report - 29 August 2017'. A table lists report elements with columns for 'Report Element' and 'Element Type'. The element '7. How satisfied are you with the product?' is highlighted with a red box. At the bottom, there are buttons for 'Renummer Questions', 'Add All Questions', and 'Add Element'.

Report Element	Element Type
<input type="checkbox"/> 1. Based on your most recent experience with us, how likely are you to recommend our product to a friend or colleague?	Nps
<input type="checkbox"/> 2. Household income	Pie Chart
<input type="checkbox"/> 3. What state do you currently reside in?	Pie Chart
<input type="checkbox"/> 4. Age Group	Pie Chart
<input type="checkbox"/> 5. Job Function	Pie Chart
<input type="checkbox"/> 6. Please rate your level of satisfaction with the following:	Table
<input type="checkbox"/> 7. How satisfied are you with the product?	Pie Chart

2. Once the **Edit Report Element** page is open, scroll to the **Report on responses matching these rules** section and apply your filter condition. Learn more about filtering [here](#).

## Limitations

The ability to filter a specific report element is not available for [Area Chart Elements](#).

## Related Articles