


Table Filter: Adding the Macro ^{0 %}

Instructions

Welcome to the practical guide to the **Table Filter macro**, where you will learn how to filter tables in a few clicks.

Hover over table columns and click the funnel icon  in one of the column headers. Select one or multiple values to filter.

Click the funnel icon  at the top right corner of the table and select **Save changes** if you'd like to preserve the filtration after refreshing the page.

Done

Training table

Product Orders: June 2020

Store	Order date	Items	Order price	Order priority
Store #1	6/1/2020	Writing pad A4 size line	\$156.00	★
Store #1	6/1/2020	Magnetic white board duster	\$1,200.00	★
Store #1	6/1/2020	Stapler pins 10	\$968.00	★
Store #1	6/1/2020	Paper cutter stand	\$1,825.00	★
Store #1	6/2/2020	Correction tape	\$1,400.00	★
Store #1	6/2/2020	Printing of invitation cards	\$1,675.00	★
Store #1	6/2/2020	Post it 2 x 3	\$600.00	★
Store #1	6/3/2020	Cello tape 1"	\$980.00	★
Store #1	6/4/2020	Plastic folder with hole- A4 size	\$1,320.00	★
Store #1	6/4/2020	Brown paper sheet	\$280.00	★
Store #1	6/5/2020	Key ring	\$495.00	★
Store #1	6/6/2020	Eraser	\$1,176.00	★
Store #1	6/8/2020	Scale 30 cm & 12 cm	\$1,681.00	★
Store #1	6/8/2020	Pencil	\$833.00	★
Store #1	6/9/2020	Library box	\$450.00	★
Store #1	6/9/2020	Stamp pad ink	\$2,300.00	★
Store #1	6/9/2020	Bubble sheet	\$3,589.00	★
Store #1	6/10/2020	Non dust chalk	\$1,892.00	★
Store #1	6/11/2020	Desk calculator	\$364.00	★
Store #1	6/11/2020	Office tray (in & out)	\$5,000.00	★
Store #1	6/12/2020	Punching machine 520	\$3,150.00	★
Store #1	6/12/2020	Meeting writing pad	\$1,161.00	★
Store #1	6/14/2020	Letter opener	\$3,045.00	★
Store #1	6/15/2020	Highlighter (yellow,green,orange)	\$912.00	★
Store #1	6/15/2020	Binder clips 41mm,32mm,19mm, 51mm	\$1,053.00	★
Store #1	6/15/2020	Scissors (big)	\$1,316.00	★
Store #1	6/17/2020	Gel pen	\$3,268.00	★
Store #1	6/17/2020	Calculator paper roll	\$1,392.00	★
Store #1	6/18/2020	Visiting card holder	\$448.00	★
Store #1	6/19/2020	Notice board size 3x2fit & 5x3fit	\$2,475.00	★
Store #1	6/20/2020	Plastic folder with visiting card holding sheet	\$1,886.00	★
Store #1	6/20/2020	Gate pass book	\$2,214.00	★
Store #1	6/20/2020	A4 size plastic file	\$3,762.00	★
Store #1	6/21/2020	Writing pad - A5 size line	\$703.00	★
Store #1	6/21/2020	Thin A4 size paper folder	\$968.00	★
Store #1	6/22/2020	Office file with clip	\$696.00	★

Store #1	6/23/2020	File folder A to Z and 1 to 31	\$105.00	★
Store #1	6/26/2020	Stapler 10-D	\$686.00	★
Store #1	6/27/2020	Rubber band (big size)	\$1,656.00	★
Store #1	6/27/2020	Acknowledgement book	\$3,000.00	★
Store #1	6/27/2020	File separator A-4 size	\$705.00	★
Store #1	6/27/2020	ID card holder	\$420.00	★
Store #1	6/28/2020	Rubber band (medium and small size)	\$280.00	★
Store #1	6/29/2020	Date stamp	\$784.00	★
Store #1	6/30/2020	Printing of envelope A-4 size brown	\$2,604.00	★