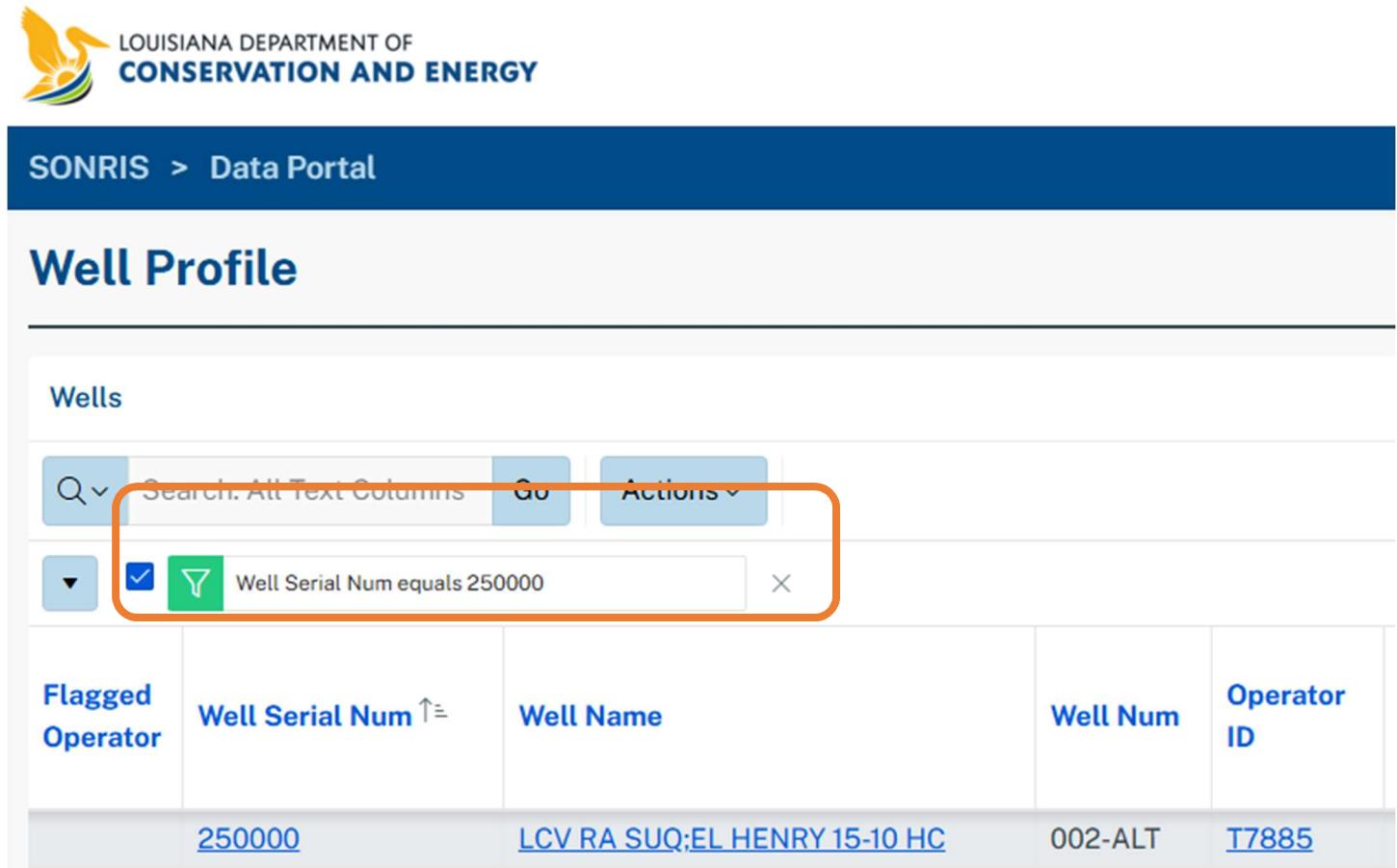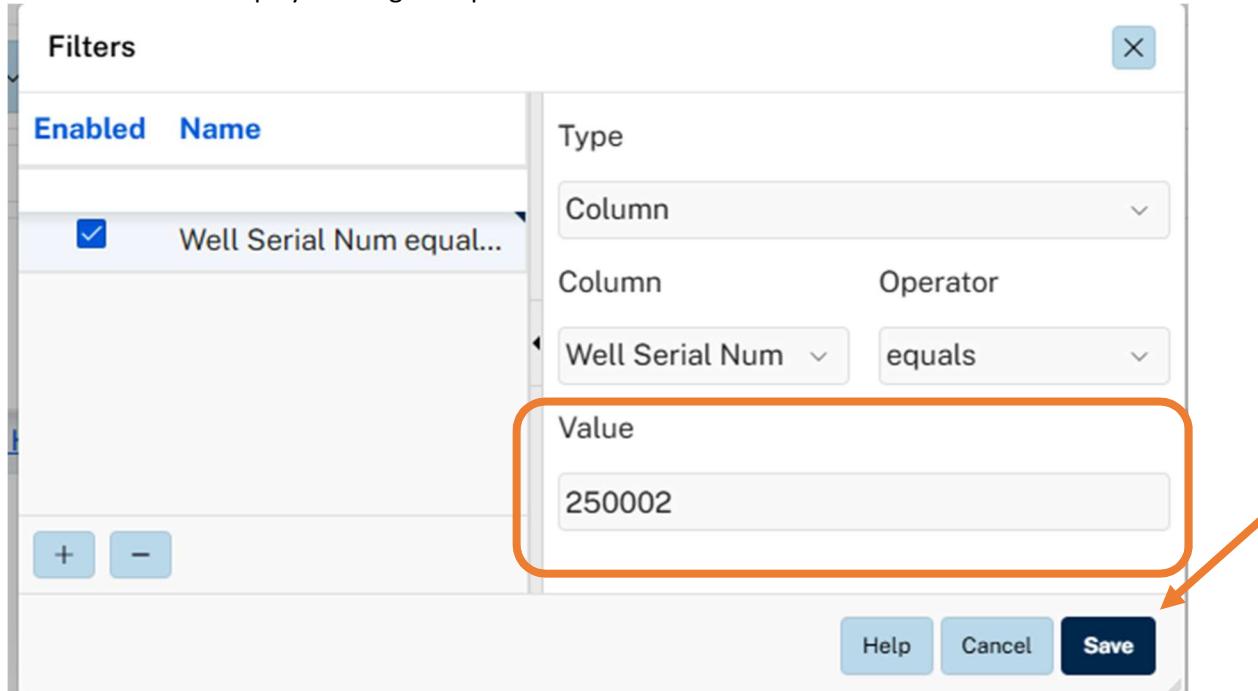**Using Filters**

Filters are applied when the following green icon is displayed. Multiple filters can be applied at once. In the example below, the *Well Serial Num* parameter is activated. To change the parameter, select the filter icon.

The filter module displays. Change the parameter to a different *Well Serial Num* then select *Save.*

New results display.

Users can change the filter parameters. Select the filter module again, then select column drop down to display available parameters.

To query by Township and Range, scroll to *Township*. Key in the Township parameter (h), then select the icon to add an additional parameter (i)

Select the column drop down (j) and scroll up or down to view available parameters. Select *Range*, then key in the parameter (k). Select Save.

Filters can be turned off by selecting the box to the left.

Filters can be removed completely by selecting the 'x' to the right.