Filter Functionality

Filters are implemented at different points within TIM. Filters serve the purpose of providing a good overview by filtering lists according to certain terms and key words.

These lists may include, for example, objects, activities and tasks within different clients. The symbol representing the filtering functionality is located on the right-hand side next to the heading of the column. The settings of the filter can be configured by clicking on this symbol. If a filter is activated, only entries perfectly matching the specific filtering criteria will be shown.

Element	Function
1	By clicking on the symbol for the filtering functionality a text field will be opened, in which the desired search term is entered.
2	The symbol representing the filter will not be color-coded if the filtering functionality is disabled for this column.
3	A color-code will indicate if the filtering functionality is enabled for a column. Only entries that match the desired results are shown.

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