

# Query Filter Cheat Sheet

|                                 | Description   | Example  | Syntax  |
|---------------------------------|---|--|---|
| <b>Equal to</b>                 | equal to a value a user specifies,  | retrieve data for the TAMU only  | [MbrID] Equal to 01   |
| <b>Not equal to</b>             | not equal to a value a user specifies,  | retrieve data for all countries other than the US  | [Country] Not Equal to US   |
| <b>Greater than</b>             | greater than a value a user specifies,  | retrieve data for fiscal year after 2007   | [Fiscal Year] Greater than 2007   |
| <b>Greater than or equal to</b> | greater than or equal to a value a user specifies,  | Expense data for expenses starting from \$20,000 and greater,  | [Expense] Greater than or equal to 20000  |
| <b>Less than</b>                | lower than a value a user specifies,  | retrieve data for Fiscal Months before 7, (exclude Fiscal Month 7)   | [Fiscal Month] Less than 7  |
| <b>Less than or equal to</b>    | lower than or equal to a value a user specifies,  | retrieve data for Fiscal Months before 7 including Fiscal Month 7  | [Fiscal Month] Less than or equal to 7  |
| <b>Between</b>                  | that falls between two values a user specifies and <i>includes</i> those two values, may be used on numbers, dates, or text | Sub Codes starting between 3000 and 3999 (including 3000 and 3999),  | [SubCode] Between 3000 and 3999   |
| <b>Not Between</b>              | that falls outside two given values a user specifies, may be used on numbers, dates, or text                                | All Sub Codes except sub codes between 3000 and 3999 (3000 and 3999 will be excluded),                             | [SubCode] Not Between 3000 and 3999   |
| <b>In List</b>                  | the same as several values a user specifies   | All data with Sub Codes 3001, 3002, and 3003   | [SubCode] In list 3001;3002;3003<br>Separate each entry with a semicolon and no space   |
| <b>Not in list</b>              | different from the multiple values a user specifies   | All data with except for Sub Codes 3001, 3002, and 3003  | [SubCode] Not in list 3001;3002;3003  |
| <b>Matches Pattern</b>          | that includes a specific string   | List all account that start with 134<br><br>List all Name that begin with B and r is the 3 <sup>rd</sup> character | [Account] Matches pattern 134%<br>[Name] Matches pattern B_r<br>% multiple character wildcard<br>_ (underscore) one character wild card |
| <b>Different from Pattern</b>   | that doesn't include a specific string  | List all account that do not start with 134  | [Account] Different from pattern 134%   |
| <b>Both</b>                     | that corresponds to two values a user specifies, causes the query to do an intersection of 2 result sets                    | Typically the <b>In List</b> Operator is the more appropriate operator usage                                       |   |
| <b>Except</b>                   | that corresponds to one value a user specifies and does not correspond to another value a user specifies                    |  |   |