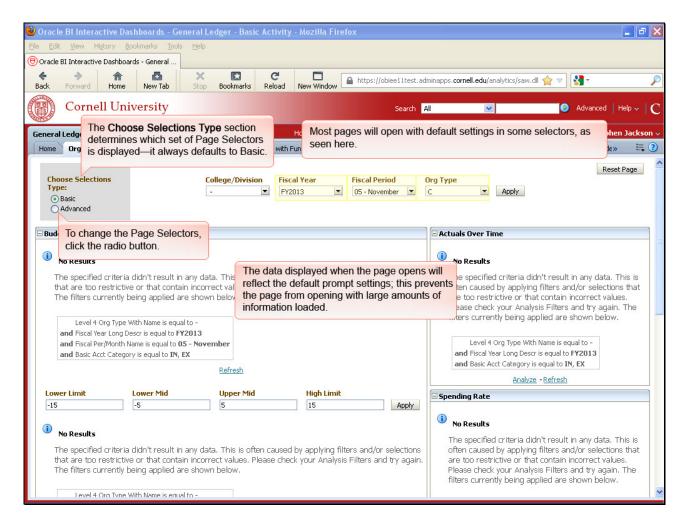
Chapter 2: Using Page Selectors to Filter Results

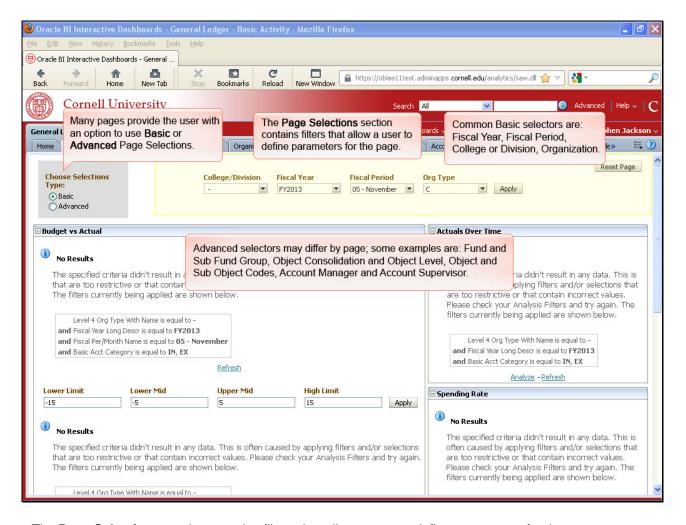


Most pages will open with default settings in some selectors, as seen here.

The data displayed when the page opens will reflect the default prompt settings; this prevents the page from opening with large amounts of information loaded.

The **Choose Selections Type** section determines which set of Page Selectors is displayed—it always defaults to Basic.

To change the Page Selectors, click the radio button.



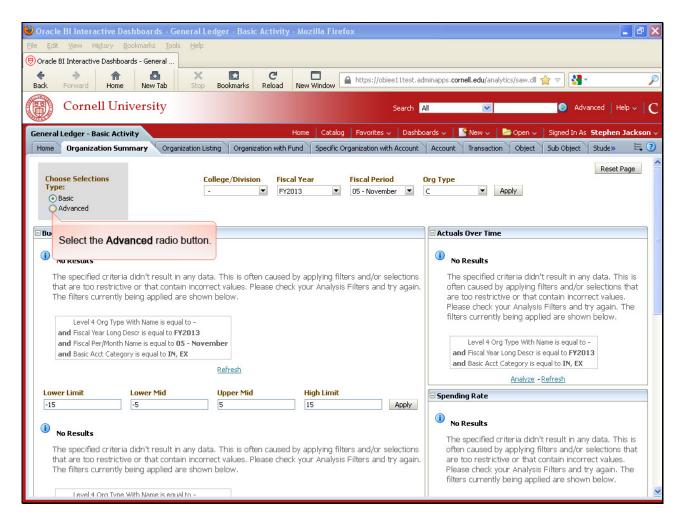
The Page Selections section contains filters that allow a user to define parameters for the page.

Many pages provide the user with an option to use **Basic** or **Advanced** Page Selections.

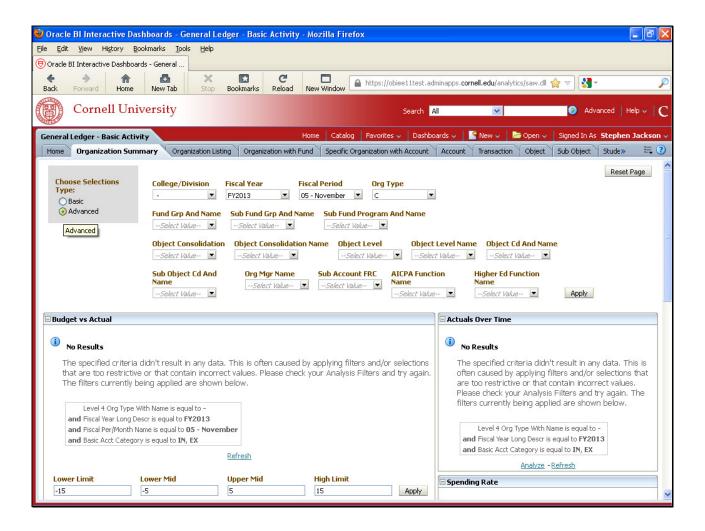
Common Basic selectors are: Fiscal Year, Fiscal Period, College or Division, Organization

Advanced selectors may differ by page; some examples are: Fund and Sub Fund Group, Object Consolidation and Object Level, Object and Sub Object Codes, Account Manager and Account Supervisor.

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Select the **Advanced** radio button.



Additional page selectors provided.