Production Report

To filter the report according to Production Date

1. Open the '*Custom-Query Builder Dialog Panel*';

2. You can access the *Query Builder dialog panel* by clicking the magnifying glass icon loated at the upper right-hand side of the section header;

3. Example, you wan to get a report of production from **June 1, 2022** to **June 30, 2022**. Here's how to do it:

4. To filter the data based on a **period of dates**, remember that a '**period**' has a '**date from**' and a '**date to**'. '**Date from**' is the *younger date*, while '**date to**' is the *older date*;

5. Your '**date from**' is June 1, 2022 and your '**date to**' is **June 30, 2022**;

6. The report you want to expect is the list of production made during this period;

7. Hence, you will have to tell the app as below,

                        1   2

"**DATE <= DATE TO AND DATE => DATE FROM**";

8. My personal way of not confusing myself, the older date should be on number 1, while the younger date should be in number 2;

9. Now, let's input it in the '*Custom-Query Builder Dialog Panel*', as shown below;

10. The first line is your number 1 argument and the 2nd and last line is your number 2 argument.

"DATE <= DATE TO" -- number 1 argument

"DATE => DATE FROM" -- number 2 argument

<= argument operator, meaning LESS OR EQUAL

=> argument operator, meaning GREATER OR EQUAL

number 1 and number 2 is separated by AND operator which means that both arguments number 1 and number 2 must be TRUE in order for the App to display the data you've asked.

11. At Line 1, Column 1, click the fields combobox to display the field choices, then select *Date*;

12. At Line 1, Column 2, select the argument operator, **less or equal**;

13. At Line 1, Column 3, input the value by selecting the date from the *date picker* (**June 30, 2022**);

14. To create Line 2, click "**+ Add Rule**";

15. Let us repeat what we have done for Line 1. At Line 2, Column 1, select **Date**;

16. At Line 2, Column 2, select **greater or equal**;

17. At Line 3, Column 3, input the value by selecting the date from the *date picker* (**June 1, 2022**);

18. Hit the '*Search*' button at the bottom of the '*Custom-Query Builder Dialog Panel*';

19. Expect to see a list in the report, production dates that matches the period we've entered.