## Chapter 9: Column Select and Column Replace Features



Some requests contain more than one selector.

The second selector is a Column Selector-it allows the user to determine which column displays in a report.




Column choices will vary based on the option selected in the View Selector.


Some pages may only contain one request. This request is a table, rather than a pivot table.

This request provides the user with options to display different values in the highlighted columns.

Open the drop-down list to see what other presentations are available.


To select the preferred display option, highlight it.


Once you select the option the screen will change.


Display Account Number.


Change Replace Column \#3.


Object Code displays.


Values for the two columns will display the options selected.

Pivot tables typically display the first few rows of data; in this case, the first 25 rows are displayed.

The user always has the option to scroll to the bottom of the report and expand the table to see all rows of data.


Click the expand icon to see all rows.

The entire table will be displayed, regardless of the number of rows of data returned.

