# **Smartsheet Filtering Reports**

		«						Q	Ĕ ®
			= Members	; 🗉				Legacy View	Actions -
Cricke Accou	t Ireland	~					old list functionality to access p ctionality and transitioning your	revious saved reports using the reports.	'Legacy List'
Memb	_	^	Q Search	Nan	ne	× ( ₹ F	Filters (0) 👻		10084 Records
	Search t List	-1	First Name	Last Name	Date of Birth	Gender at Birth	Individual Membership Status	Individual Membership CI No.	Actions
Add N	lew	-1						- G.	:
Memb	oer Charts	- 1					· ·	i.	:
Clubs		~					Current	300000097	:
Provir	ncial Unio	~					Lapsed	2021117810	:
	ammes	- 1					Lapsed	2021116146 🗍	:
Cours	es	- 4					Lapsed	2021119545 🗍	:
Event							Lapsed	2021119546	:
		_					Lapsed	2021119544 📋	:
Purch	ase History						Lapsed	2021121855	:

2 Click "Filters" to find the details you require.

		~	■ Members	; T				Q Legacy View	. 문 · · · · · · · · · · · · · · · · · ·
)	Cricket Ireland	~					Id list functionality to access protocols of the second second second second second second second second second		'Legacy List'
	Account	î							
	Members	^	Q Search	Nam	ne	~ <del>,</del> F	ilters (0 🗸		10084 Records
	Quick Search	- 11							
	Smart List		First Name	Last Name	Date of Birth	Gender at Birth	Individual Membership Status	Individual Membership CI No.	Actions
	Add New	- 11					-	-	:
	Member Charts	- 11					-		:
	Clubs	~					Current	300000097	:
	Provincial Unio	~					Lapsed	2021117810 向	:
	Programmes	- 11					Lapsed	2021116146 0	:
	Courses	- II					-		
	Competitions	Ĭ					Lapsed	2021119545	1
	Events						Lapsed	2021119546	:
	Purchase History						Lapsed	2021119544	1
	Admin	~					Lapsed	2021121855	:
	Reports	Ŷ					Lapsed	2021118725	:

(1) MA	~						٩	Ë ©
		■ Members	٦				Legacy View	ctions -
Cricket Ireland	~						evious saved reports using the 'Le	gacy List'
Account		toggle above.	Click here for more i	information on the I	new Smart Lists fund	ctionality and transitioning your	reports.	
Members	~	Q Search	Nam		× = F	ilters (0) 👻		
Quick Search		Search	Nam	le				10084 Records
Smart List		+ Add New Filte	Drag filters h	ara				
Add New		T Aud new Fille						
Member Charts	- II.	First Name	Last Name	Date of Birth	Gender at Birth	Individual Membership Status	Individual Membership CI No.	Actions
Clubs	~							
Provincial Unio	~					•		:
Programmes	- II.					•		1
Courses	- II.					Current	300000097	:
Competitions	- 1					Lapsed	2021117810	:
Events						Lapsed	2021116146 📋	:
						Lapsed	2021119545	:
Purchase History								
Admin	~					Lapsed	2021119546	:
Admin								
Reports						Lapsed	2021119544	:

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#### Select the filter type you are looking for.

	Awering				
C	Name *		Туре *	1	0084 Records
× (	Filter 1	×	Select type	^	
	Note: This name will be used to identify the fil	Iter	Dual Clubs & Transfers		
Fi			Coaching	Jal Membership Cl No.	Actions
M			Officiating		:
т			Safeguarding		:
D			CPD	00097 6	:
~ A			Club Memberships	17810 📋	:
~ м				16146 🗍	:
A				19545 🗍	:
Fi				19546 🗍	:
M				19544 🗍	:
M				21855 🕞	:
M			( arrest	18725 📋	:
Ă		Create	Cancel	21492 🗇	:

## **5** Select the Status you want.

	IRELAND					
			Name *	Type *		1
9	Cricket Ireland	× (	Filter 1	Club Memberships	~	
-	Account	i	Note: This name will be used to identify the filter			
3	Members	^	Select Club Membership *			
	Quick Search	Fi	Multiple ~		ual Membership Cl No.	
	Smart List		Filters			
	Add New		Status	Type(s)		
	Member Charts	D			00097	
٢	Clubs	~ A	Valid	Enter type(s)	17810 🗇	
	Provincial Unio	~ N	Invalid		16146 🗍	
\$	Programmes	A	Valid & Invalid	Show Advanced Filters	19545 1	
-	Courses		Not Added	🔿 Yes 💿 No	19546 「	
	Competitions		Action Required			
	Events	N		1	19544	
		M	Manually Suspended	*	21855 📋	
5	Purchase History	N			18725 🔽	f
<b>1</b>	Admin	~ —	Create	Cancel		
	Reports	A			21492	

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#### Select the relevant types.

	C Name *		Туре *		10084 Records
~	Filter 1		Club Memberships	~	
Î	Note: This name will be used to identify the filter Select Club Membership *	)			
	Fi Multiple	~		ual Membership CI N	lo. Actions
	Filters				
	Status		Type(s)	00097 Г	:
	Valid	~	Dunmurry Cricket Club Membership ×	17810	:
	M Club Membership Subtype(s)		Show Advanced Filters	16146 🗍	:
	A Enter club membership subtype(s)			19545 🗂	:
	Fi	~	🔿 Yes 💿 No	19546 🗍	:
	M			19544 🕞	:
_	M			21855 🕞	:
	M			18725 🕞	:
		Create	Cancel	21492	

## 7 Click "Create"

•			Name *		Type *	100	,
8	Cricket Ireland	× (	Filter 1		Club Memberships 🗸 🗸		
-	Account	il	Note: This name will be used to identify the filter				
3	Members	^	Select Club Membership *				
	Quick Search	Fi	Multiple	~		Jal Mer	nbership Cl No.
	Smart List		Filters				
	Add New		Status		Type(s)		
	Member Charts	D				00097	Ō
٢	Clubs	~ A	Valid	~	Enter type(s)	17810	6
囗	Provincial Unio	~ N				16146	6
-	Programmes		Club Membership Subtype(s)		Show Advanced Filters	10545	-
-	Courses	A	Enter club membership subtype(s)	~	🔿 Yes 💿 No	19545	. 'U
ų	Competitions	U Fi				19546	Ō
	Events	M				19544	Ē
		N				21855	
5	Purchase History					10705	-
袋	Admin	~	Cr	eate	Cancel	18725	
	Reports	A				21492	Ō
E	Queued Reports	Asad	d Abbas 1988-	11-08	Male Lapsed 2	021119438	

From here, you can add another filter (or multiple) and view the list. You can also run a report of these players by clicking Actions on the top right.

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	≡ Member	s ē			(	Legacy View	ctions
~					t functionality to access previo ality and transitioning your repo		egacy List'
^	Q Search	Name	~	r <b>∓</b> Filters	s (1) • Clear filters	)	1373 Records
	E Filter 1 OF	R + Add New Filter					
- 1				AND			
~ ~	+ Add New Fil	ter Drag filters here					
- 1	First Name	Last Name	Date of Birth	Gender at Birth	Individual Membership Status	Individual Membership CI No.	Actions
- 1	Dhanush Nag	A	1993-09-02	Male	Current	300000097 🗍	:
Ŭ	Muhammad Taha	Abdul Wahab	2014-09-21	Male	Current	2021121814	:
	Indika Sanjeewa	Abeywickrama Dhanapala	1986-05-18	Male	Current	2021116286	:

9		Click "Down	load Report"					
	«						c	@ ظِ ک
D		≡ Members	; 🖬			(		Edit Columns
d	~					t functionality to access previor ality and transitioning your repo	us saved reports usir	Download Report     Send Email
	^	Q Search	Name	~	r <b>∓</b> Filters	s (1)  Clear filters		1373 Records
		iii Filter 1 OR	+ Add New Filter					
	- 1				AND			
	~ ~	+ Add New Filte	er Drag filters here					
		First Name	Last Name	Date of Birth	Gender at Birth	Individual Membership Status	Individual Membership C	I No. Actions
		Dhanush Nag	А	1993-09-02	Male	Current	300000097 🗖	:
	Ŭ	Muhammad Taha	Abdul Wahab	2014-09-21	Male	Current	2021121814	:
		Indika Sanjeewa	Abeywickrama Dhanapala	1986-05-18	Male	Current	2021116286	:
							0001117000 5	

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Cricket Irelar	Q Search		
Account	PROFILE	All	In Report
Members Quick Search	CRICKET IRELAND SUPER ADMIN	ID Contact	In Report
Smart List	PROVINCIAL UNION TEST ADMIN	Age	In Report
Add New	CLUB TEST ADMIN	Title	In Report
Member Char	INDIVIDUAL MEMBERSHIP 2	First Name	In Report
Clubs Provincial Uni-	CICA MEMBERSHIP	Middle Name(s)	In Report
Programmes	DUAL CLUB		
Courses	CLUB TRANSFER	Last Name	In Report
Competitions	CLUB SUPER ADMIN	Date of Birth	In Report
Events	PROVINCIAL UNION SUPER ADMIN	Gender at Birth	In Report
	CLUB SECRETARY		
Purchase Hist			
Admin		( Done ) Cancel	
Reports			

## Click the "Report Title \*" field.

	CRICKET IRELAND	"	■ Members II	Q Legacy View Ac
8	Cricket Ireland	~	Welcome to the new Smart List functionality, you can toggle back to the old list functionality to access previou toggle above. Click here for more information on the new Smart Lists functionality and transitioning your report	
+	Account	î		
8	Members	^	C Download Report	
	Quick Search			
	Smart List		Report Title *	
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	Member Charts	_	C C	
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	Provincial Unio	~	* indicates required field	
\$	Programmes		Fi	vidual Membership CI No.
۲	Courses		D Download Cancel	00000097 🕞
<b>9</b>	Competitions			
	Events			2021116286 页
			Indika Sanjeewa Abeywickrama Dhanapala 1986-05-18 Male	2021110280
5	Purchase History		Arunabh Abhishek 1993-11-14 Male Current	2021117980

#### 12 Click here.

Cricket Ireland	*					d list functionality to access previou tionality and transitioning your repo		ising the 'Legacy List
Account	_î							
Members /	^	Download I	Report					1373 Rec
Quick Search	-							
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Competitions	Mu	lammau rana	Abdul Wallab	2014-09-21	wate	Guitent	<b>∠ر</b> 21121814 [[	Ē.
Events	Indi	ka Sanjeewa	Abeywickrama Dhanapala	1986-05-18	Male	Current	2021116286 [	Ĵ.
Purchase History	Aru	nabh	Abhishek	1993-11-14	Male	Current	2021117980 [	Ē.
Admin	~ Akh	11	Abraham	1998-09-09	Male	-	-	
Reports	Binr	ıy	Abraham	1982-07-27	Male	Current	2021121964 آر	Ĵ.
Queued Reports	Den	ny	Abraham	1986-09-18	Male	Current	2021117729 [	ī

### 13 Click "Download"

nd V		Welcome to the new Smart List functionality, you can toggle back to the old list functionality to access previous saved reports using the 'Legacy List' toggle above. Click here for more information on the new Smart Lists functionality and transitioning your reports.								
^	C Do	Download Report						1373 Records		
	Rep	Report Title *								
	re	report								
rts ~ 110 ~					Cancel	* indicates rec		pership Cl No.	Actions	
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3	Muhammas	1 10110	Auguar Wallow	2014/09/21	IVIAIC	Guitein	2021121814	-	:	
story	Indika Sanje	eewa	Abeywickrama Dhanapala	1986-05-18	Male	Current	2021116286	Ō	:	
	Arunabh		Abhishek	1993-11-14	Male	Current	2021117980	Ō	:	
~	Akhil		Abraham	1998-09-09	Male				:	
	Binny		Abraham	1982-07-27	Male	Current	2021121964	6	:	
orts 💌	Denny		Abraham	1986-09-18	Male	Current	2021117729	n	:	