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**Active Blog**  
**Access Trick**

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**Access Tip: Find Versus Filter by Selection**

If you want to display all of the records that belong to a particular customer using the Filter By Selection feature, you must first find that customer in the Customer field. Most of the time, doing so isn't a problem, unless you're working with a lot of records. If that's the case, finding one customer can be difficult. In these cases, there is a better way: use the Find feature to locate a record that contains the appropriate customer and then filter your records from there. First, click the Find button on the Table Datasheet toolbar, enter the search string, and then click Find Next. Once Access has found the appropriate record, simply click the Filter By Selection button on the Table Datasheet toolbar

*If you require additional information or assistance with this item, please give us a call.*