

CREATING A FILTER FOR THE DATA INTEGRATION SHEETS

STEP 1. INTEGRATION SHEETS

Find the data integration sheets you want to work on [here](#).

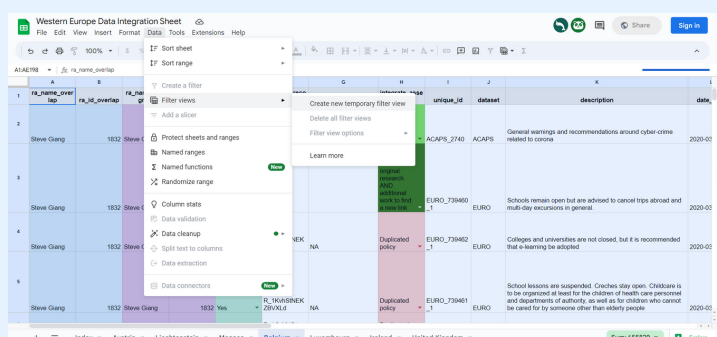
Go to the sheet containing your region.

STEP 2. SELECT EVERYTHING

Hit ctrl + A or click the top left corner of the spreadsheet (the empty rectangle between the column and row names)

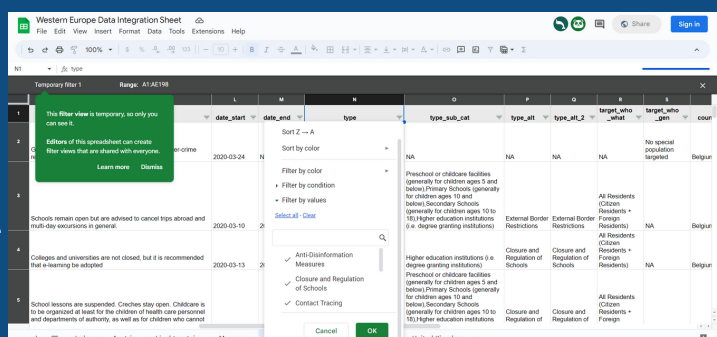
STEP 3. SET UP

Select Data → Filter views → create new temporary filter view



STEP 4. USE

Hitting the triangles in row 1 lets you filter for e.g. policy types



REMINDERS:

- These filters are temporary so they will be removed once you reload the page