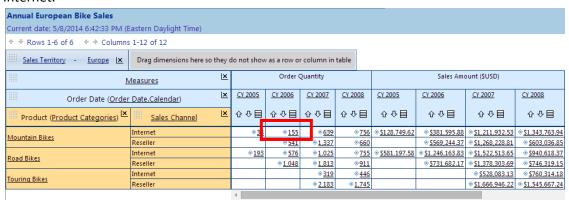# Perspective 6.0 Tutorial

Drillthrough

When data values are underlined, it means that drillthrough data exists. You can click on an underlined value to drill through to its source records.
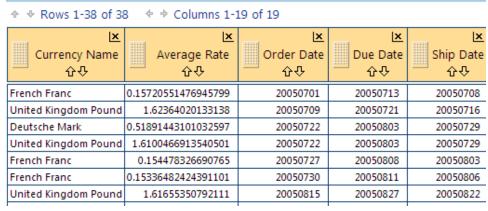
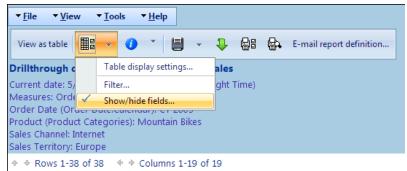1. We will drill through the value for Europe, Order Quantity, CY2005, Mountain Bikes and Internet.

2. The drill through view appears. By default, all the source records used to produce the cell value are displayed. However, you can configure the view to only show the information you want to see.

3. To rearrange drillthrough columns, click on the textured area in a column header and drag it to another location. A small white tile appears to show you what will happen if you drop the tile. (This is similar to arranging dimension in a table.)

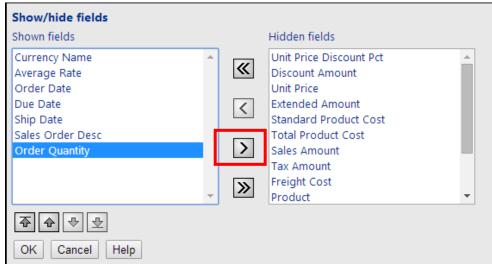4. We will drag the **Currency Name** column and switch it with **Average Rate**.

5. To hide a column, click the **X** in the header. When we hide **Unit Price Discount Pct** and **Discount Amount**, the following is the result.

6. You can also rearrange columns using **Table options** > **Show/hide Fields**. This may be faster than dragging and dropping, (You can also select **View** menu > **Table options** > **Show/hide fields**.)

7. Now we will hide all the fields except the first seven. Select the applicable fields and use the arrows to move them to the right (Hidden fields). Click **OK** when complete.
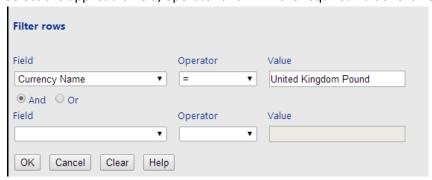
8. Now there are only seven columns.

Currency Name	Average Rate	Order Date	Due Date	Ship Date	Sales Order Desc	Order Quantity
French Franc	0.15720551476945799	20050701	20050713	20050708	SO43698 Line 1	1
United Kingdom Pound	1.62364020133138	20050709	20050721	20050716	SO43729 Line 1	1
Deutsche Mark	0.51891443101032597	20050722	20050803	20050729	SO43787 Line 1	1
United Kingdom Pound	1.6100466913540501	20050722	20050803	20050729	SO43788 Line 1	1
French Franc	0.154478326690765	20050727	20050808	20050803	SO43813 Line 1	1
French Franc	0.15336482424391101	20050730	20050811	20050806	SO43834 Line 1	1

9. You can further limit your view of the data by filtering. To filter the data, click **Table options** > **Filter**. (You can also select **View** menu > **Table options** > **Filter**.)

10. Select the applicable field, operator and fill in the required value. Click OK when complete.

Filter rows

Field	Operator	Value
Currency Name ▼	= ▼	United Kingdom Pound

◉ And ○ Or

Field	Operator	Value
▼	▼	

OK   Cancel   Clear   Help

11. Only the entries that match the requirements are displayed.

Currency Name	Average Rate	Order Date	Due Date	Ship Date	Sales Order Desc	Order Quantity
United Kingdom Pound	1.62364020133138	20050709	20050721	20050716	SO43729 Line 1	1
United Kingdom Pound	1.6100466913540501	20050722	20050803	20050729	SO43788 Line 1	1
United Kingdom Pound	1.61655350792111	20050815	20050827	20050822	SO43988 Line 1	1
United Kingdom Pound	1.63559044815178	20050821	20050902	20050828	SO44016 Line 1	1
United Kingdom Pound	1.63800163800164	20050824	20050905	20050831	SO44032 Line 1	1
United Kingdom Pound	1.6460905349794199	20050830	20050911	20050906	SO44063 Line 1	1
United Kingdom Pound	1.63692912096906	20050904	20050916	20050911	SO44152 Line 1	1
United Kingdom Pound	1.64880461665293	20050909	20050921	20050916	SO44177 Line 1	1
United Kingdom Pound	1.61524794055888	20050917	20050929	20050924	SO44206 Line 1	1
United Kingdom Pound	1.59134309357097	20050921	20051003	20050928	SO44228 Line 1	1
United Kingdom Pound	1.6017940092904099	20051005	20051017	20051012	SO44333 Line 1	1
United Kingdom Pound	1.5946420028703601	20051012	20051024	20051019	SO44382 Line 1	1
United Kingdom Pound	1.5890672175433	20051113	20051125	20051120	SO44645 Line 1	1
United Kingdom Pound	1.57232704402516	20051213	20051225	20051220	SO44889 Line 1	1
United Kingdom Pound	1.57232704402516	20051213	20051225	20051220	SO44890 Line 1	1
United Kingdom Pound	1.57232704402516	20051213	20051225	20051220	SO44899 Line 1	1

12. To close the drillthrough, click **Show report list**. (You can also select **View** menu > **Show report list**.)