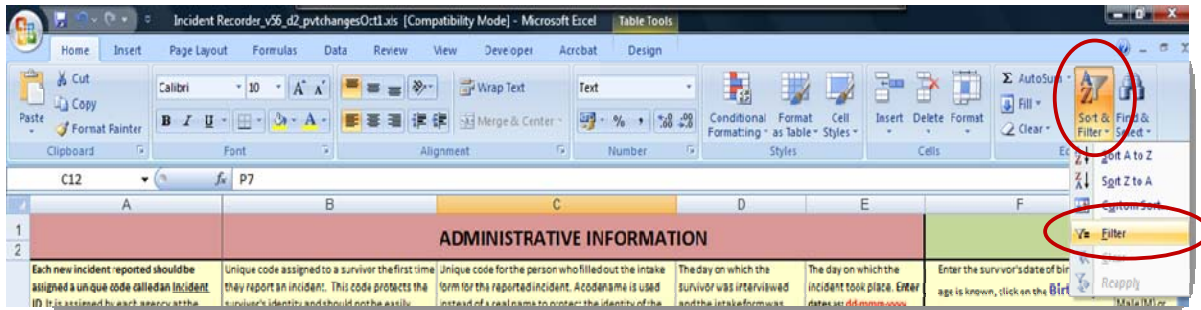


I cannot find the filter buttons on my IR. What do I do?

When you open the IR or a practice IR, the filter dropdown buttons should already be visible. It is possible, however, that they have somehow been removed. To add the filter buttons and make it possible to filter the IR, click on the 'Sort & Filter' button on the Home tab and click 'Filter.'



The filter buttons should now be visible. Note: If you have applied filters and would like to remove them, a quick and easy way to do that is click on the 'Sort & Filter' button and then click on the highlighted 'Filter' again. Doing so removes all filters in the document.