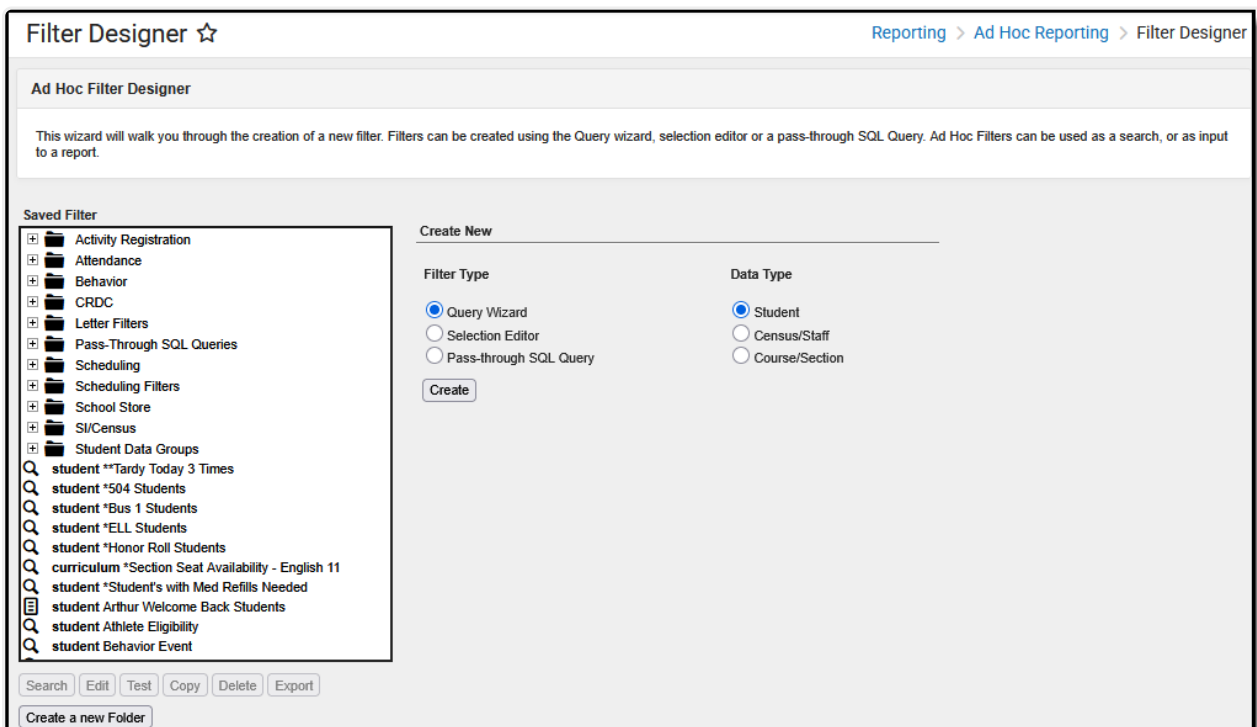


# Filter Designer Tool Rights

Last Modified on 12/14/2025 8:45 pm CST

The **Filter Designer** allows users to create queries based on filter type (Query Wizard, Selection Editor, Pass-through SQL) and data type (student, census/staff, course section). These queries can be used to generate reports (e.g. a list of actively enrolled students who are 18 or older today) or used to filter to a subset of data elsewhere in Campus (e.g. send a letter to actively enrolled students who are 18 or older today).

See the [Filter Designer](#) article to learn how to use this tool.



The screenshot shows the 'Filter Designer' interface. At the top, there's a breadcrumb trail: 'Reporting > Ad Hoc Reporting > Filter Designer'. Below this is the 'Ad Hoc Filter Designer' section. A introductory text states: 'This wizard will walk you through the creation of a new filter. Filters can be created using the Query wizard, selection editor or a pass-through SQL Query. Ad Hoc Filters can be used as a search, or as input to a report.'

The main area is divided into two columns. The left column, titled 'Saved Filter', contains a list of filters with expandable icons. The list includes folders like 'Activity Registration', 'Attendance', 'Behavior', 'CRDC', 'Letter Filters', 'Pass-Through SQL Queries', 'Scheduling', 'Scheduling Filters', 'School Store', 'SI/Census', 'Student Data Groups', and several specific filters like 'student \*\*Tardy Today 3 Times', 'student \*504 Students', 'student \*Bus 1 Students', 'student \*ELL Students', 'student \*Honor Roll Students', 'curriculum \*Section Seat Availability - English 11', 'student \*Student's with Med Refills Needed', 'student Arthur Welcome Back Students', 'student Athlete Eligibility', and 'student Behavior Event'. At the bottom of this list are buttons for 'Search', 'Edit', 'Test', 'Copy', 'Delete', and 'Export', along with a 'Create a new Folder' button.

The right column, titled 'Create New', has a 'Filter Type' section with three radio buttons: 'Query Wizard' (selected), 'Selection Editor', and 'Pass-through SQL Query'. Below these is a 'Create' button. To the right of this is a 'Data Type' section with three radio buttons: 'Student' (selected), 'Census/Staff', and 'Course/Section'.

Filter Designer

In addition to Ad hoc rights, the user may need **R** rights assigned to the following areas to allow full access to reporting on Student, Census/Staff or Course/Section filter data types:

- *Student Information > General > Summary > GUID*
- *Student Information > General > Summary > State ID*
- *Census > People > Demographics > GUID*
- *Census > People > Demographics > State ID*
- *SSN Rights*
- *Scheduling > Courses > Sections > Section*
- *Scheduling > Courses > Course*

# Available Tool Rights

Users cannot create or run filters for data elements they do not have tool rights to access outside of Ad hoc Reporting. Rights granted at the top level (Filter Designer) populate to subrights. Deselect subrights as needed for the group you are creating.

Subrights in *italics*.

► [Click here to expand...](#)

Filter Designer	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Data Warehouse: Allow live data as source	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Pass-through SQL Filters	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Query Wizard Filters	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Selection Editor Filters	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
User Group Filters	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
State Owned Filters	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Export Filters	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete

	R	W	A	D
<b>Filter Designer</b>	<ul style="list-style-type: none"> <li>View filter designer tool</li> <li>Run existing filters</li> </ul>	Edit existing filters	Add new filters.	Delete filters.
<b><i>Data Warehouse: Allow live data as source</i></b>	User can select the "live" database option from the Data Source field.	N/A	N/A	N/A
<b><i>Pass-through SQL Filters</i></b>	View and run existing pass-through SQL filters.	Edit existing filters.	Add new filters.	Delete filters.
<b><i>Query Wizard Filters</i></b>	View and run existing query wizard filters.	Edit existing filters.	Add new filters.	Delete filters.
<b><i>Selection Editor Filters</i></b>	View and run existing selection editor filters.	Edit existing filters.	Add new filters.	Delete filters.

	<b>R</b>	<b>W</b>	<b>A</b>	<b>D</b>
<b><i>User Group Filters</i></b>	View and run existing filters saved in User Groups to which user belongs.	Edit existing filters.	Add new filters.	Delete filters.
<b><i>State Owned Filters</i></b>	View and run existing State Owned filters.	Edit existing filters.	Add new filters.	Delete filters.
<b><i>Export Filters</i></b>				

## Suggested User Groups

Grant rights to this tool according to your district's needs.

See [User Groups and Suggested Roles](#) for more information.