

# Managing Default Filter Values

This version of the app's documentation is outdated. Please find the information you're looking for here:

- [Table filtration](#)

**Managing Default Filter Values**

Table Filter and Charts for Confluence add-on allows you to specify default filtration values for all filter types. You can use default values to show the required data set to your colleagues and partners. You can set filters while editing the Confluence page or viewing it.

## Setting default values

1. Switch the page to edit mode.
2. Select the macro and click **Edit**.
3. Switch to the **Filtration** tab.
4. Click Set **filters' default values**.
5. Select or enter the appropriate default values for available filters. You can set multiple values for dropdown, free text and global filters.
6. Click **Save**.
7. Save the macro.



You can also [set default values](#) while filtering the table in the page view mode.

Edit 'Table Filter' Macro

Macro adds filters for table data, Post Idea or Issue, Documentation

Filters | Filtration | Table View

Decimal separator \*

Point (.)

Date format

yy-mm-dd

Specify the date format that will be used to read date values.

Set filters' default values

Set width of filters

Select exclusive filters

Disable the change saving

Preview

Position

Office

Post Idea or Issue

Documentation

Office = Click or start typing...

Office = Click or start typing...

Position Accountant

Office London

Salary from 50000 to 70000

ice	Extn.	Start date	Salary
yo	5407	11/28/2008	\$162,7
idon	5797	10/9/2009	\$1,20C
lancisco	1562	1/12/2009	\$86,0C

Select macro

Save Cancel