# MOS University



## 3.3.1 Filter Records

Now that you've completed this lecture, you should be able to filter the data in your worksheets.

**Try the techniques on your own using the following steps**

1.  Open the workbook named 331 provided as a resource with this TIY. Filter the data where the number of More Passengers is greater than 100 and less than 500.

2.  Now apply an additional filter where the Destination contains 'an'.

3.  Clear all filters from the data.

4.  Filter the data to shows only those records where the departure airport is Belfast and the destination is San Francisco.