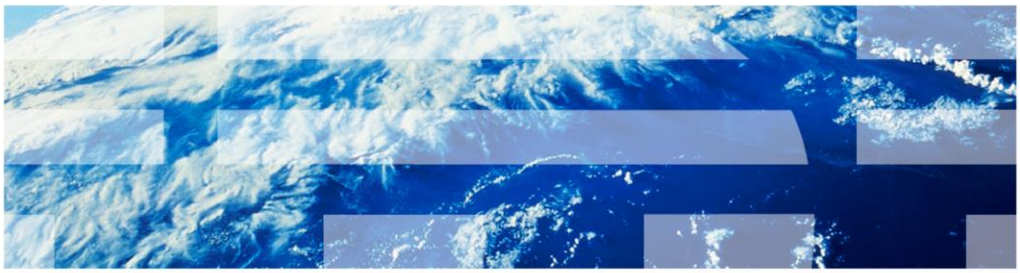
IBM Maximo Asset Management V 7.1

Creating and using a query by example



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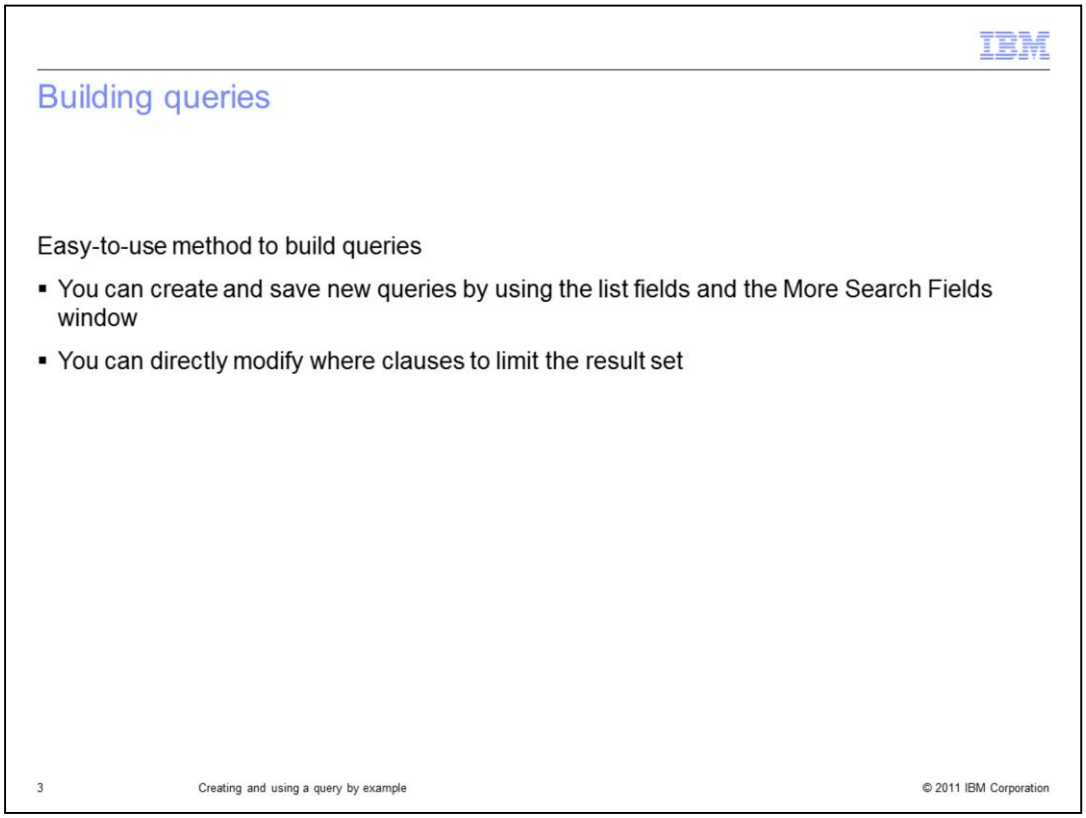
This is a training module for Maximo® Asset Management version 7.1. In this module, you learn to create, save, update, and run a query by example within the Maximo user interface.

In this module you will cover these topics:

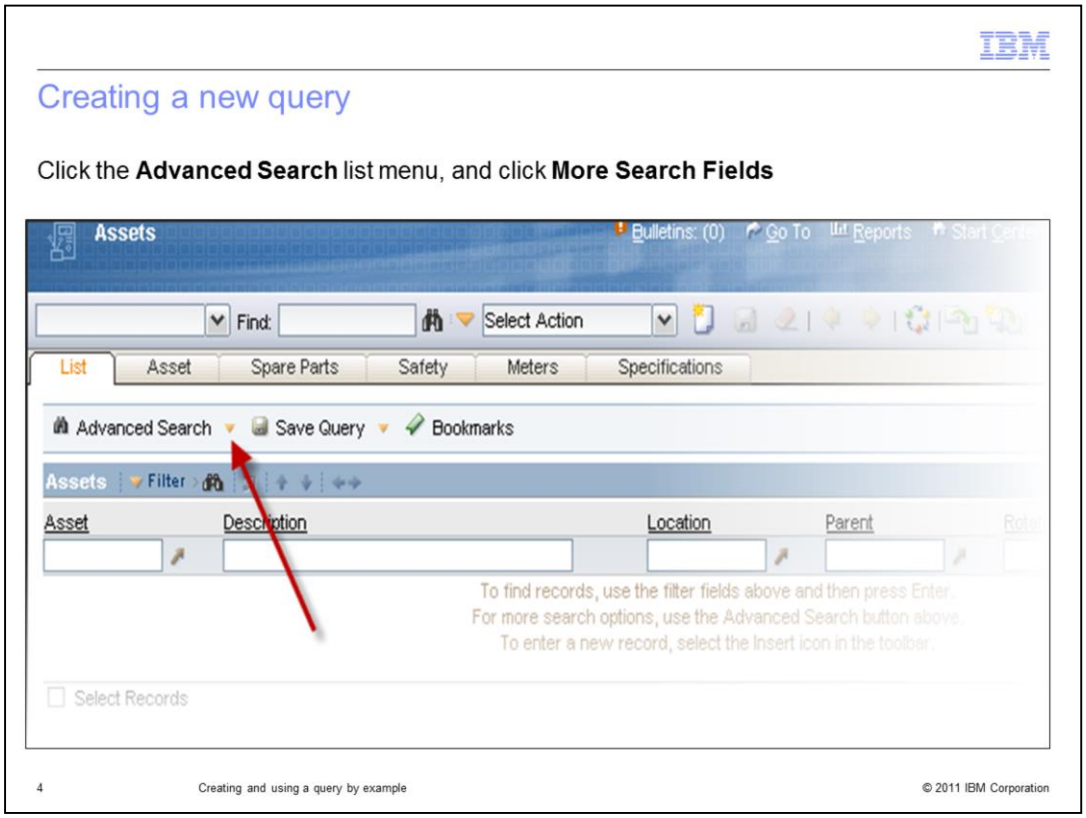
- Creating a query by example
- Running a query by example
- Saving a query by example
- Running a saved query by example
- Updating the where clause of a query



Query by example is an easy-to-use method for building queries that you can run within the Maximo user interface.

You can create new queries, based on the search fields within an application or from the More Search Fields window. You can save the queries for later use.

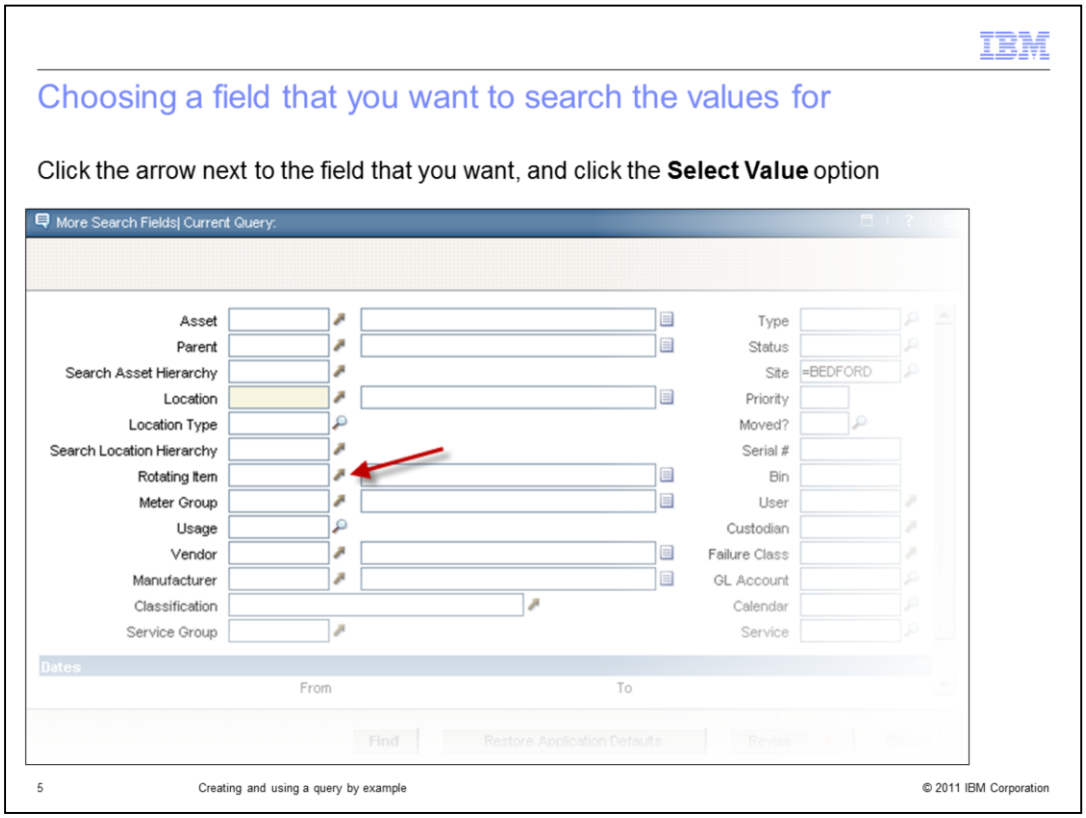
You can change the where clause that the query uses for filtering results further.



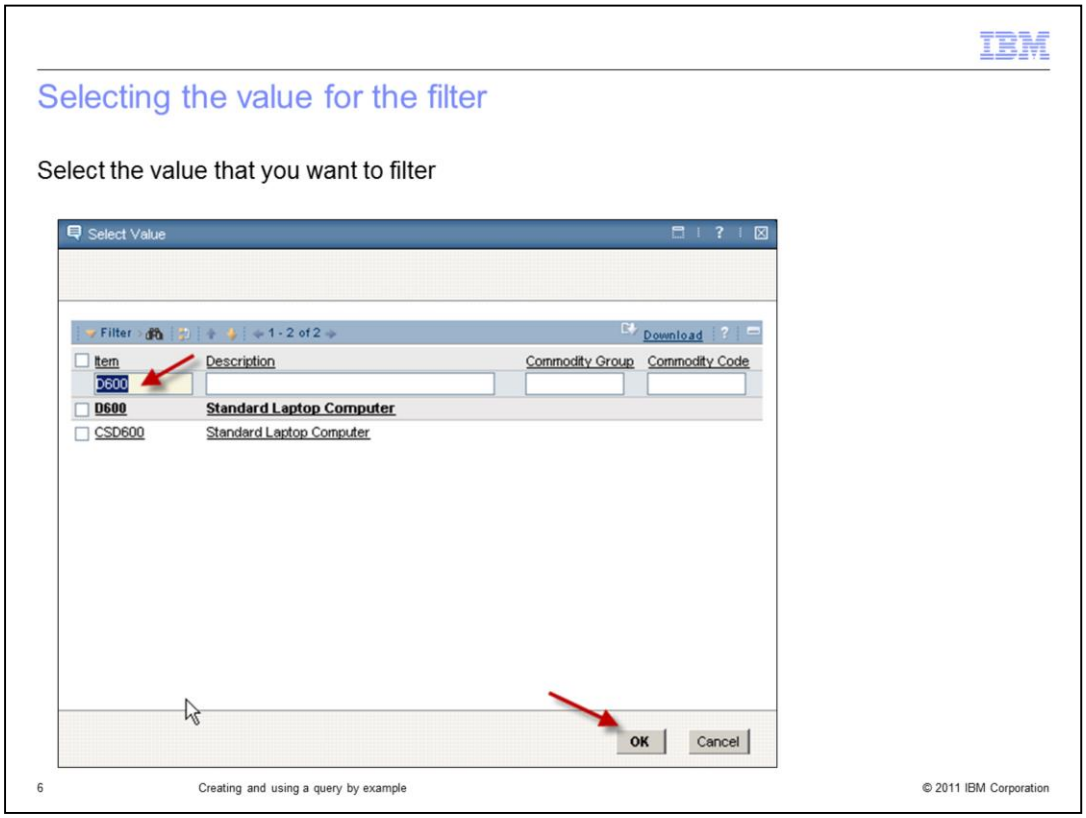
In this example you create a new query that runs in the asset application.

The same method of creation can be used within many other Maximo applications.

To start creation of a new query, you click the **Advanced Search** list menu and click the **More Search Fields** option. This action opens the More Search Fields Current Query window.



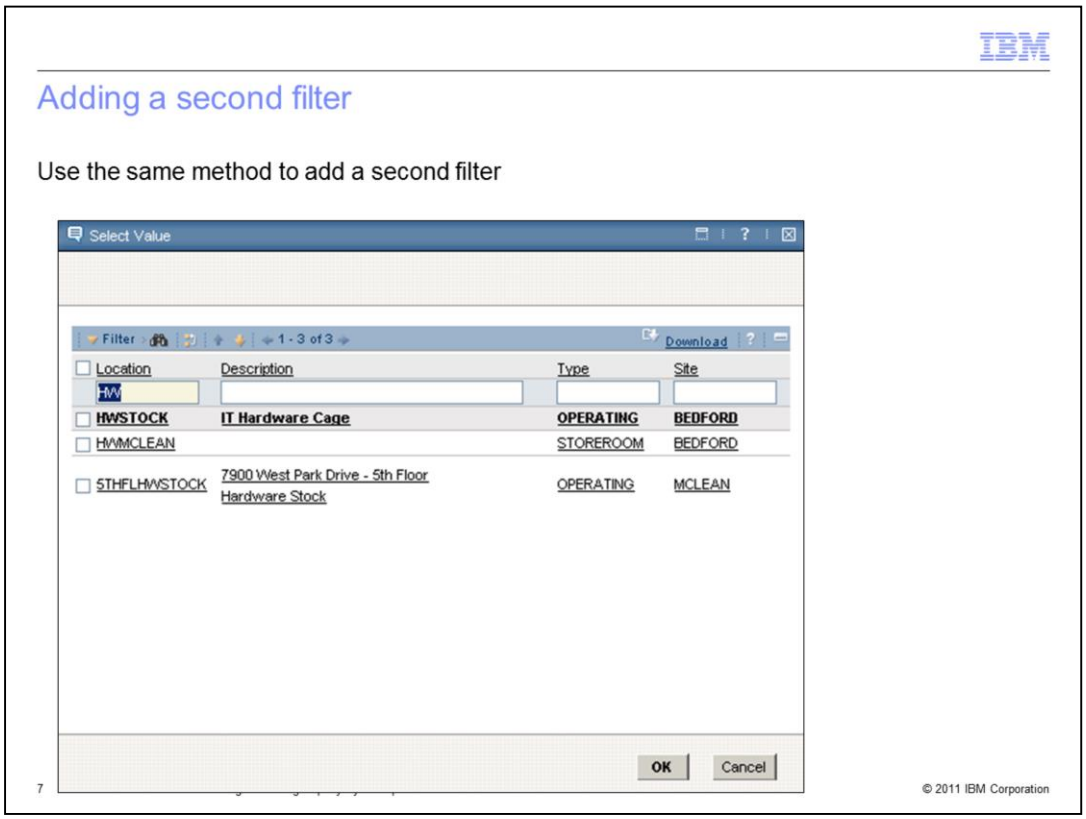
In the More Search Fields Current Query window, click the arrow to the right of the field that you want filter, and click the **Select Value** option. This action opens a list in the Rotating Items window.



You can select an item value from the list by clicking it.

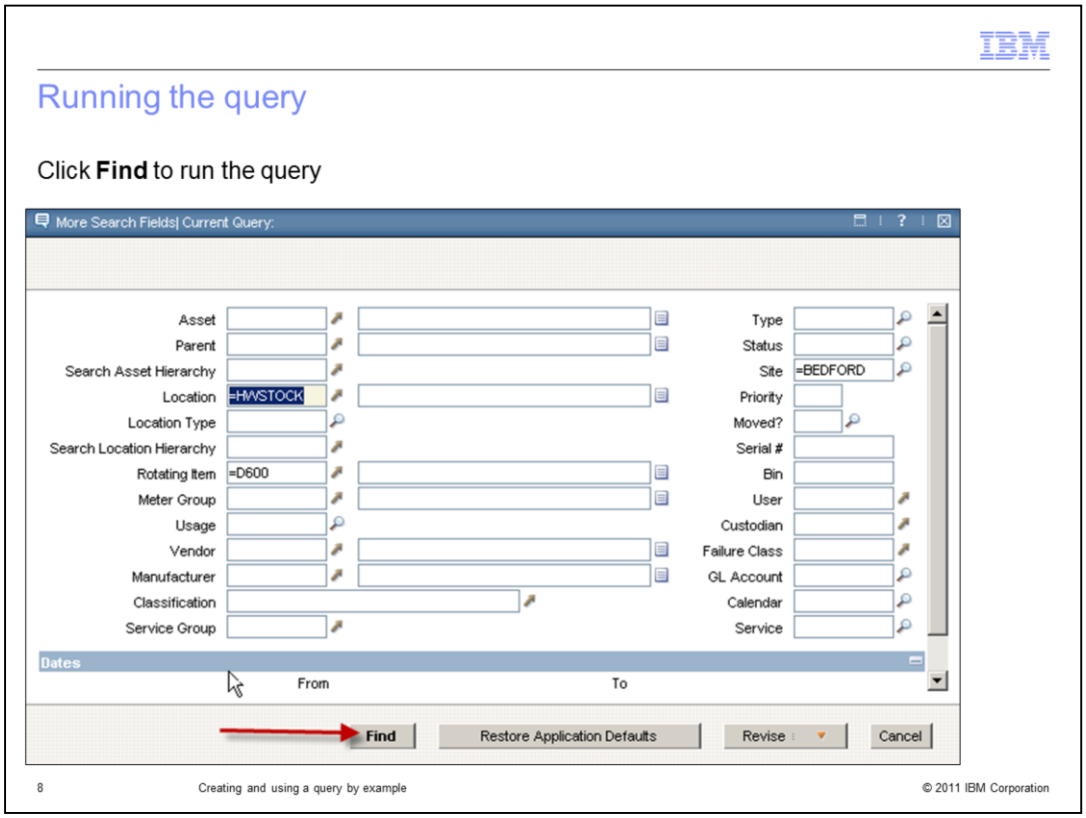
You can also type an item value into the item field, and click the **OK** button to confirm the selection.

Optionally, you can use the search field for helping find the required value.



You can choose another field to filter by using the same method:

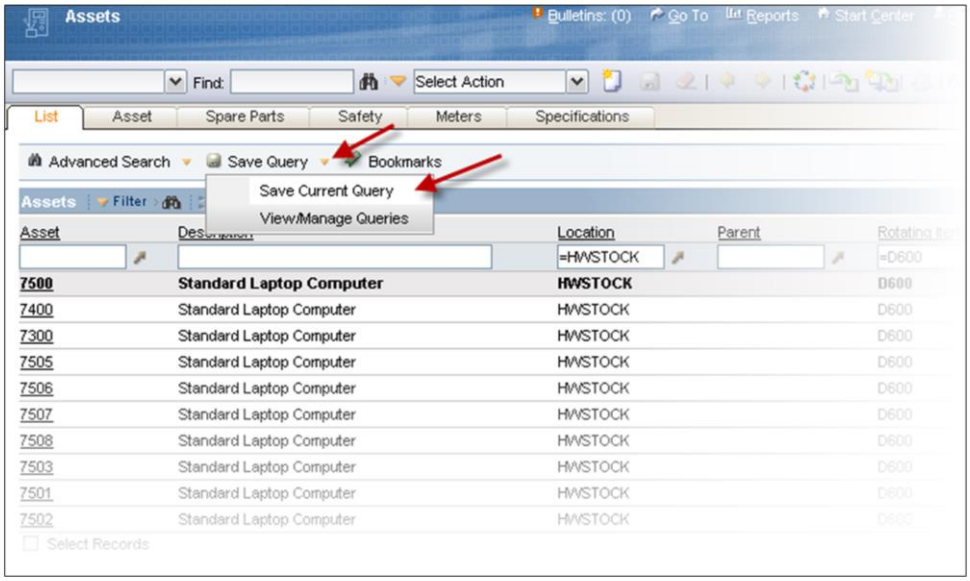
1. Click the arrow next to the relevant field.
2. Choose the select value option.
3. Pick the required value to use as an additional filter.



The More Search Fields Current Query window shows the two filters that you entered. Click the **Find** button to start the query.

Saving the query

The query results are now viewable. To save the query, click **Save Query > Save Current Query**



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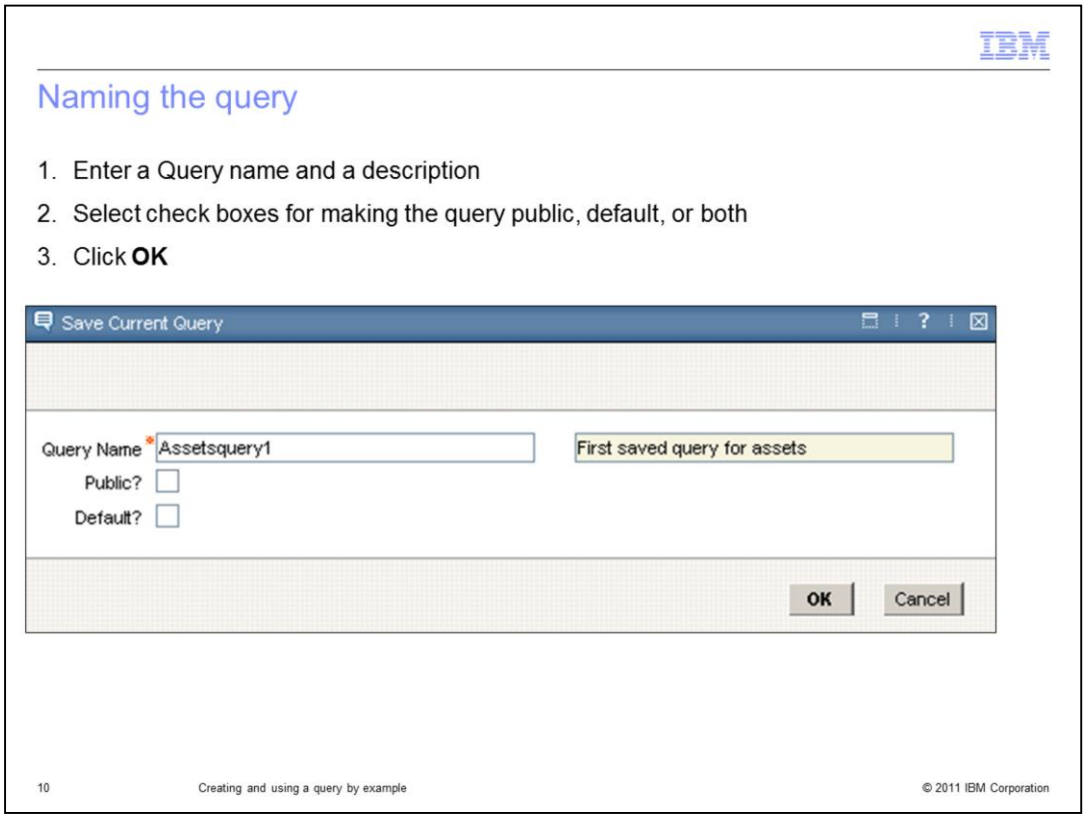
The results of the query are displayed. To save the query for later, click the **Save Query** list menu, and click the **Save Current Query** option.



Enter a Query Name for the saved query. Entering a description is optional.

Next, you select public if you want the query to be generally available to all.

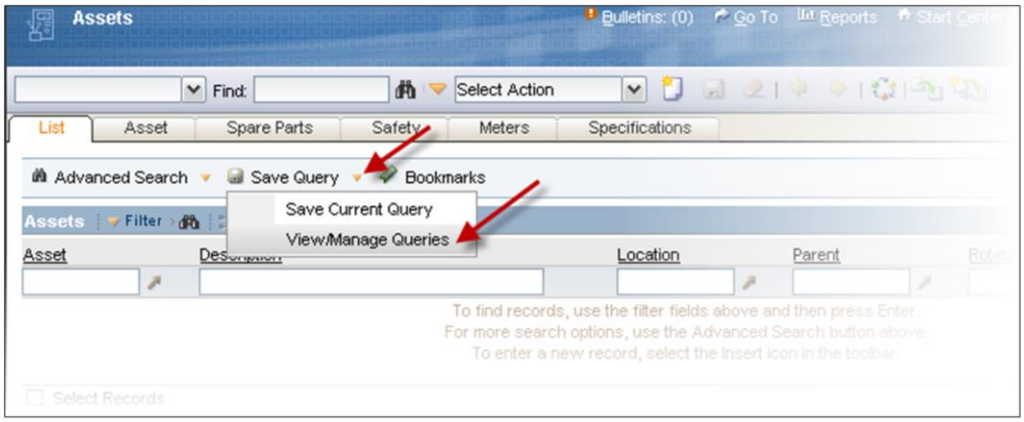
You select default if the query should be run when entering the application.

You do have the option to select both public and default.

After making your selection click the O K button to save the query.

Running the saved query (1 of 2)

Click the **Save Query** list menu, and click the **View/Manage Queries** option



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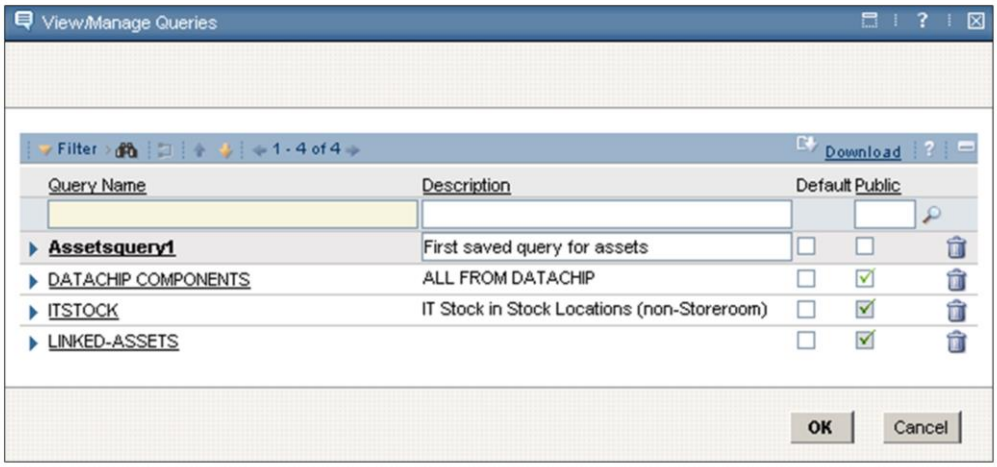
To run the saved query, click the **Save Query** list menu as before, but this time, click the **View Manage Queries** option.

Running the saved query (2 of 2)

Click **OK** to run it



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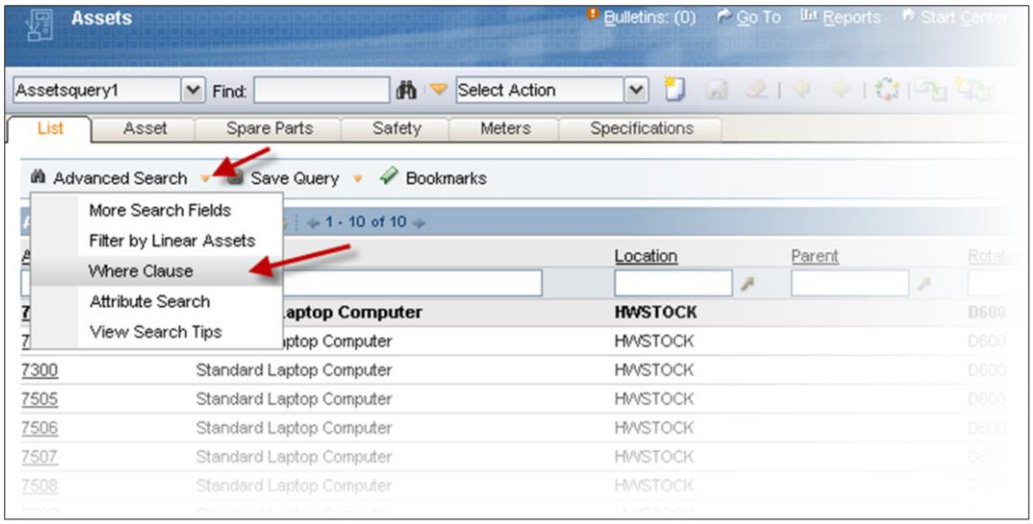
Run the saved query and display the results.

Manipulating the 'where' clause

Modify the where clause of the query that you ran by clicking **Advanced Search > Where Clause**



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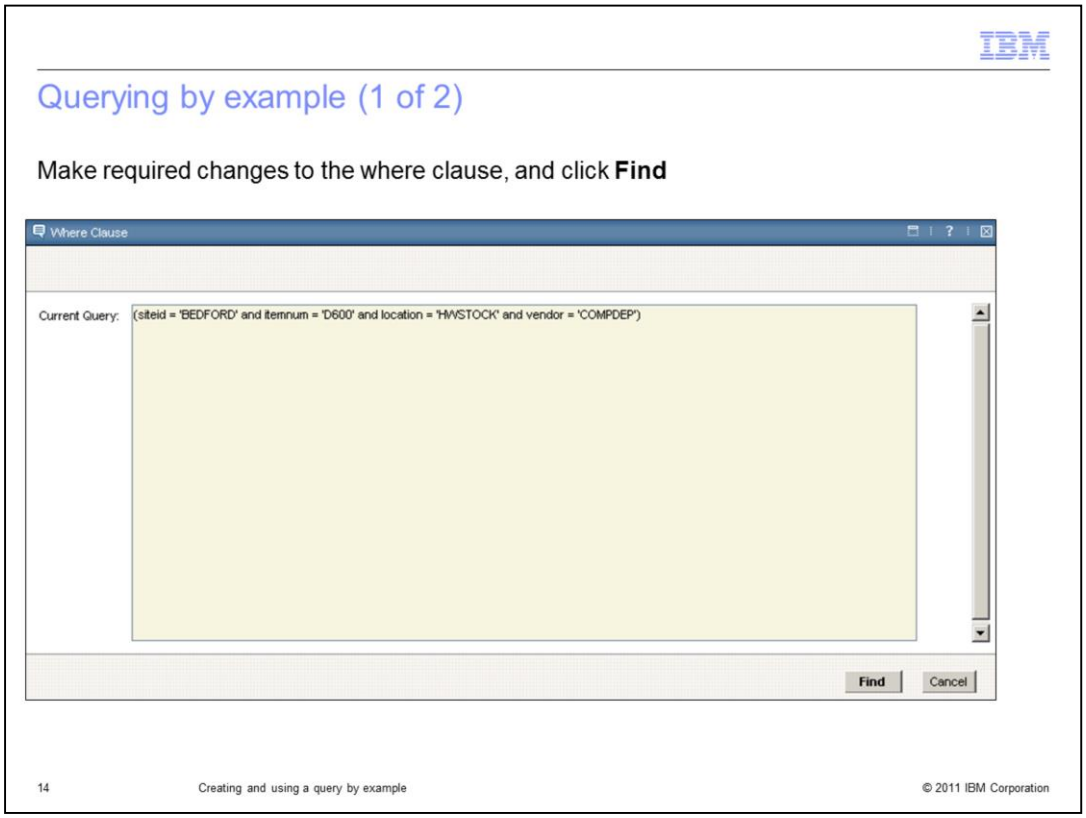
To alter the where clause of the query that just ran, click the **Advanced Search** list menu and click the **Where Clause** option.

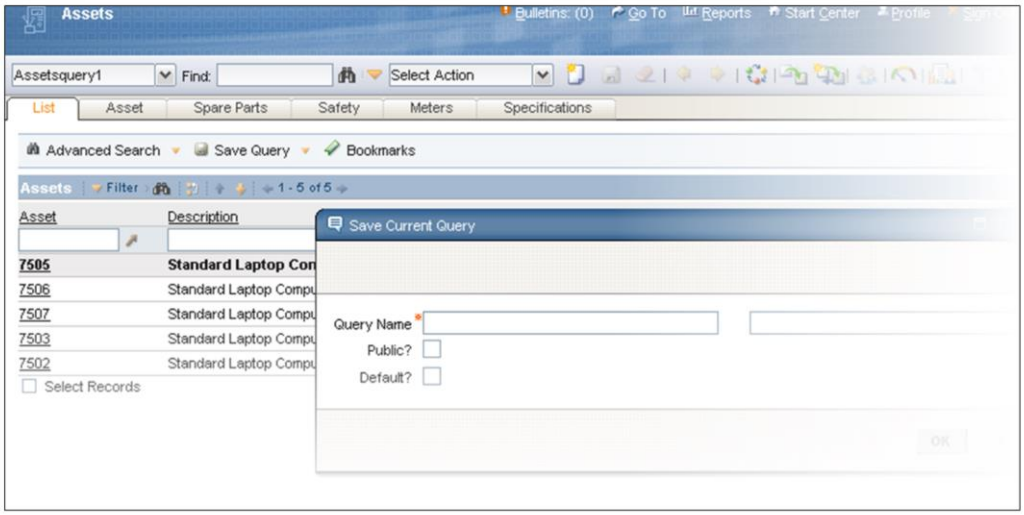


Make required changes to the where clause and click the **Find** button to start the new query.

In this example, an additional filter, *vendor equals COMPDEP*, has been added to the query.

Querying by example (2 of 2)

Save the new query the same way that you saved the first query with **Save Query**



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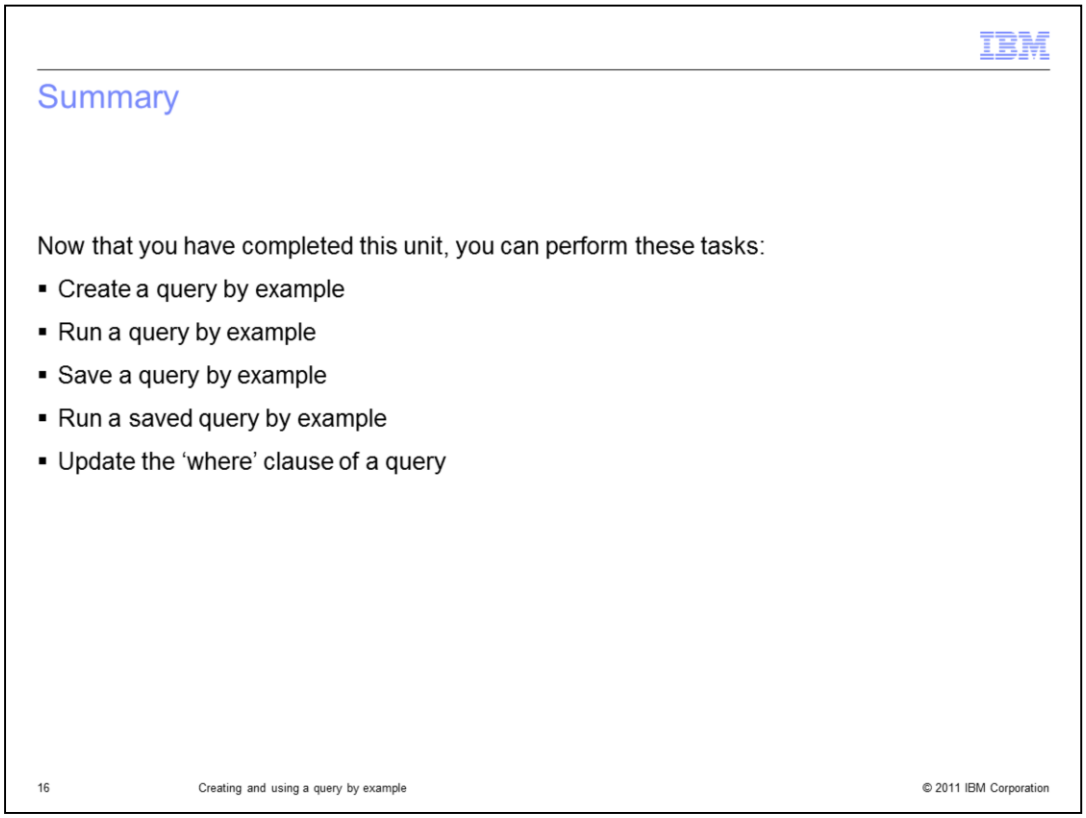
You can save the new query the same way you did the original query by using the **Save Query** option. You should give an appropriate name to the new query.



You have completed the training module. You should now be able to perform these tasks:

- Creating a query by example
- Running a query by example
- Saving a query by example
- Running a saved query by example
- Updating the where clause of a query

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