1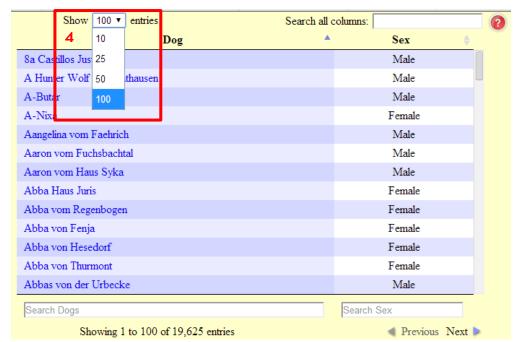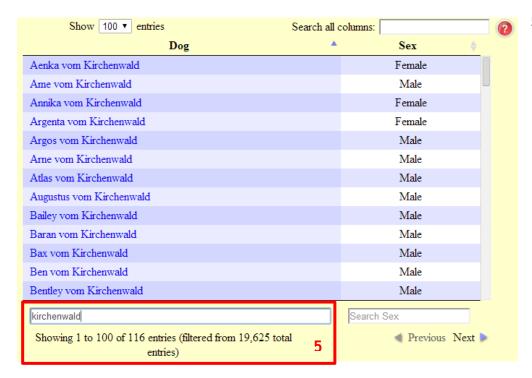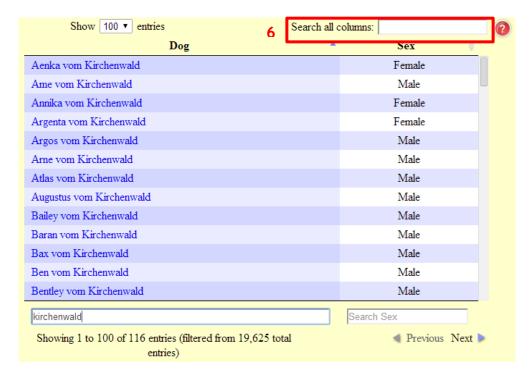. All columns are sortable. Click on the column header once to change sort order and then click again to reverse sort order
2. This line indicates the total number of records in the table and how many and which are being currently displayed
3. Clicking on Next will display the next batch of records, clicking on Previous will display the previous records.

4. The user can select how many rows to display in the table. Use the scroll bar to move from the first to the last record displayed. Using the Previous or Next arrow will move to the next number of selected records

5. At the bottom of each column is a text box. This text box can be used to filter information contained in the specific column. As you type in the box, the table will automatically display the data matching what has been typed. The table will also list the number of matching records compared to the total number of records contained in the table. Deleting the text restores all records.

6. This field acts as a filter for information contained in the entire table. As you type in this box, the table will automatically display the data matching what has been typed. The table will also list the number of matching records compared to the total number of records contained in the table. You can use this field to further filter the table results if you have already set a filter on a column. Deleting the text restores all records.

7. Click the red question mark to display this table help information.