Have you ever wanted to be able to just paste a list of constituent IDs into the Constituent ID filter in a query without having to type each value? Well you can. For any filter in an RE query that allows you to choose “one of” as an operator and is not a lookup then you can copy and paste a list of values into the value area of the filter. This is useful when creating a query of constituents based on constituent IDs or emails for example.

There’s a little trick that you have to do to get it to work though. Once you’ve copied your list of values, choose “one of” as the operator and scroll down to the bottom of the blank rows and click the last row. Then type (Ctrl+V) to paste the values. It may appear that they didn’t paste, but when you scroll to the top you’ll see the values. This works for up to 500 entries at a time and if you use the “OR” operator, you can add additional sets of 500.

If you have any questions about this email Josh Isengard at jisenga@clemson.edu.