# How to Use Saved Segments Across Alchemer Pulse

### Overview

Segments can be used across the platform in different ways. You can filter your **Reports** as well as **Dashboards** using one or more **Segments**.

## **Create Reports Using Segments**

Step 1. Go to the Reports page and select 'Create a new report from scratch'.



Step 2. Click Add Filter and then Segment. Type the name of the Segment in the Search filters field or select one of the listed saved Segments.

.h	Filters + New Series
::	Add Filter
=5	1D 1W 1M 3M Show volume

Step 3. Add a name and click Save Report.

Metric Positivity in	dex •	Date range	*.	Breakdown Not selected	•	
ilters	+ New Series					

#### Filter Dashboards Using Segments

Step 1. Click on the filter icon on the top right of the Dashboards page.



Step 2. Click Add Filter and then Segment. Type the name of the Segment in the Search filters field or select one of the listed saved Segments.



Step 3. If you wish to save the new Filter(s), click Update dashboard on the top right of the screen.

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### Create Workflows using Segments

Step 1. Go to the Workflows page and click Create Workflow.

P	CC Attitude negative sentiment New response • Tag	TRIGGER
.h	Test Workflow New response • Email	Trigger
::	Create Workflow	Net se Trigger
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Step 2. In the step where you set the CONDITIONS, either search for the word segments and select from the dropdown menu that will appear, or click on the Segments link on the top right of this page, as shown below.

TRIGGER	CONDITIONS	Filters Segments
New response received	Q Search filters	
	Insightfulness	
	Text analytics	
	Theme	
	Category	

#### **Related Articles**