

**Main page:** [Cisco Unified MeetingPlace, Release 7.0](#)

**Up one level:** [Reference Information](#)

To find this page, click **User Configuration > Directory Service > Directory Service Filters for Groups**.  
By default, this page displays user group filters sorted by department number in ascending order.

**Note:** This page was called "Directory Service Filters for Groups" in Release 7.0.1.

**Table: Navigation Reference: Directory Service Filters for User Groups Page**

<b>To</b>	<b>Do This</b>
Sort by department number or user group	Click the relevant column heading.
Change the sort order to ascending or descending	Click the column heading to display an arrow. Click the arrow to toggle between a down arrow (ascending sort) and an up arrow (descending sort).
Display a shorter or longer list of entries in one view	At the bottom of the page, in the Rows per page field, select the number of entries to display.
Display a different page of entries	At the bottom of the page, perform one of the following actions: <ul style="list-style-type: none"> <li>• In the Go field, enter the page number to display, and click <b>Go</b>.</li> <li>• Click the arrows to page through the list.</li> </ul>
Create a user group filter	Click <b>Add New</b> .
Edit a user group filter	Click <b>Edit</b> .
Delete entries	Check the appropriate check boxes in the far left column, then click <b>Delete Selected</b> .

#### Related Topics

- [Configuring Cisco Unified MeetingPlace Directory Service](#)