

Custom Date Ranges Common Use Cases

Custom Date Ranges allow you to accommodate many different scenarios and requirements. You can easily create a Custom Date Range tailored to your needs, and use it throughout the Workspace. Read on for some examples.

Note - Date formulas do not allow the use of a '0' prefix (like in '08'). Be sure to insert numbers without a '0' prefix, e.g. '8' and not '08'.

Examples for Custom Date Ranges Utilizing Functions:

Note that the examples below are based on today's date being August 21st 2018

Example 1 - 'Selected Day to Last Full Month': Setting a Custom Date Range that begins on a selected day and ends on the last full month: —

Start Date

Functions Used - DATE(year,month,day):

Formula - DATE('2015','4','1')

End Date

Functions Used - DATEADD(interval,number,date), FORMATDATE(date,pattern):

Formula - DATEADD('d',-1,DATE(FORMATDATE(TODAY(),'yyyy'), FORMATDATE(TODAY(),'MM')))

In this example the start date is April 1st 2015 and the end date is July 31st 2018

Example 2 - 'Selected Day to Selected Past Month': Setting a Custom Date Range that begins on a selected day and ends on a selected past full month:

Start Date

Functions Used - DATE(year,month,day):

Formula - DATE('2015','4','1')

End Date

Functions Used - DATEADD(interval,number,date), FORMATDATE(date,pattern)

Formula -

DATEADD('d',-1,DATE(FORMATDATE(TODAY(),'yyyy'),FORMATDATE(DATEADD('m',-1,TODAY()),'MM'))))

* Change the highlighted digit above to change the amount of months to go back

In this example the start date is April 1st 2015 and the end date is June 30th 2018

Example 3 - 'Last 35 days': Setting a Custom Date Range that begins 35 days before today and ends on 5 days before today:

Start Date:

Functions Used - DATEADD(interval,number,date)

Formula - DATEADD('d',-30,DATEADD('d',-5,TODAY()))

End Date:

Functions Used - DATEADD(interval,number,date)

Formula - DATEADD('d',-5,TODAY())

In this example the start date is July 17th 2018 and the end date is August 16th 2018

Example 4 - 'Last 45 days: Setting a Custom Date Range that begins 45 days ago from today and ends on today:

Start Date:

Functions Used - DATEADD(interval,number,date)

Formula - DATEADD('d',-45,TODAY())

End Date:

Functions Used - TODAY()

Formula - TODAY()

In this example the start date is July 7th 2018 and the end date is August 21st 2018

Example 5 - 'Last 3 Weeks': Setting a Custom Date Range that begins 3 weeks ago from today and ends on today:

Start Date:

Functions Used - DATEADD(interval,number,date)

Formula - DATEADD('ww',-3,TODAY())

End Date:

Functions Used - TODAY()

Formula - TODAY()

In this example the start date is July 31st 2018 and the end date is August 21st 2018

Example 6 - 'Last 4 Months': Setting a Custom Date Range that shows the last 4 months - begins 4 months ago from today and ends on today:

Start Date:

Functions Used - DATEADD(interval,number,date)

Formula - DATEADD('m',-4,TODAY())

End Date:

Functions Used - TODAY()

Formula - TODAY()

In this example the start date is April 21st 2018 and the end date is August 21st 2018

Example 7 - 'Last 3 Years': Setting a Custom Date Range that shows the last 3 years - begins 3 years ago from today and ends on today:

Start Date:

Functions Used - DATEADD(interval,number,date)

Formula - DATEADD('yyyy',-3,TODAY())

End Date:

Functions Used - TODAY()

Formula - TODAY()

In this example the start date is August 21st 2015 and the end date is August 21st 2018

Example 8 - 'Ongoing Year': Setting a Custom Date Range that shows this ongoing year - begins at the start of the current year and ends on today:

Start Date:

Functions Used - DATE(year,month,day), TODAY(), getYear()

Formula - DATE(TODAY().getYear()+1900,01,01)

End Date:

Functions Used - TODAY()

Formula - TODAY()

In this example the start date is January 1st 2018 and the end date is August 21st 2018

Example 9 - 'Last Complete 3 Weeks': Setting a Custom Date Range that shows the last complete 3 weeks from today - begins at the 1st day of the last full week 3 weeks ago, and ends on the last day of the last full week:

Start Date:

Functions Used - IF(condition,resultIfTrue,resultIfFalse), TODAY()

Formula -

```
var diff = 0;
if ((TODAY().getDay()+1)==1) {diff = 0;} else {
if ((TODAY().getDay()+1)==2) {diff = 1;} else {
if ((TODAY().getDay()+1)==3) {diff = 2;} else {
if ((TODAY().getDay()+1)==4) {diff = 3;} else {
if ((TODAY().getDay()+1)==5) {diff = 4;} else {
if ((TODAY().getDay()+1)==6) {diff = 5;} else {
if ((TODAY().getDay()+1)==7) {diff = 6;}}}}}}
var lastSunday = DATEADD('d','-'+diff,TODAY());
return DATEADD('ww',-3,lastSunday);
```

End Date:

Functions Used - IF(condition,resultIfTrue,resultIfFalse), TODAY()

Formula -

```
var diff = 0;
if ((TODAY().getDay()+1)==1) {diff = 0;} else {
if ((TODAY().getDay()+1)==2) {diff = 1;} else {
if ((TODAY().getDay()+1)==3) {diff = 2;} else {
if ((TODAY().getDay()+1)==4) {diff = 3;} else {
if ((TODAY().getDay()+1)==5) {diff = 4;} else {
if ((TODAY().getDay()+1)==6) {diff = 5;} else {
if ((TODAY().getDay()+1)==7) {diff = 6;}}}}}}
return DATEADD('d','-'+diff,TODAY());
```

In this example the start date is July 29th 2018 and the end date is August 19th 2018

Example 10 - 'Month to Date': Setting a Custom Date Range that shows this month to date - begins at the start of the current month and ends on the last complete day (yesterday):

Start Date:

Functions Used - DATE(year,month,day), DATEADD(interval,number,date), TODAY(), getYear(),
FORMATDATE(date,pattern),

Formula -

```
DATE(DATEADD('d',-1,TODAY()).getYear()+1900,FORMATDATE(DATEADD('d',-1,TODAY()),'MM'))
```

End Date:

Functions Used - DATEADD(interval,number,date), TODAY()

Formula - DATEADD('d',-1,TODAY())

In this example the start date is August 1st 2018 and the end date is August 20th 2018

Examples for Custom Date Ranges Utilizing Predefined Date Ranges:

With predefined Date Ranges, you don't have to plug any values into the Function itself as it is completely predefined. In all of the following examples today's date is August 21st 2018

Example 1 - 'Previous Week to Date': Setting a Custom Date Range that shows the previous week to date - begins at the start of the last week and ends on today:

Start Date:

Date Range Used - env['PREV_WEEK_START']

End Date:

Functions Used - TODAY()

Formula - TODAY()

In this example the start date is August 13th 2018 and the end date is August 21st 2018

Example 2 - 'Previous Quarter to Date': Setting a Custom Date Range that shows the previous quarter to date - begins at the start of the last quarter and ends on today:

Start Date:

Date Range Used - env['PREV_QUARTER_START']

End Date:

Functions Used - TODAY()

Formula - TODAY()

In this example the start date is April 1st 2018 and the end date is August 21st 2018

Example 3 - 'Previous Week a Year Ago': Setting a Custom Date Range that shows the previous week from today, a year ago, until today - begins at the start of the last week a year ago and ends on today:

Start Date:

Functions Used - DATEADD(interval,number,date)

Date Range Used - env['PREV_WEEK_START']

Formula - DATEADD("yyyy",-1,env['PREV_WEEK_START'])

End Date:

Functions Used - TODAY()

Formula - TODAY()

In this example the start date is August 13th 2017 and the end date is August 21st 2018

Example 4 - 'Previous Quarter a Year Ago': Setting a Custom Date Range that shows the previous quarter, a year ago - begins at the 1st day of the last quarter a year ago and ends on the final day of the last quarter a year ago:

Start Date:

Functions Used - DATEADD(interval,number,date)

Date Range Used - env['PREV_QUARTER_START']

Formula - DATEADD("yyyy",-1,env['PREV_QUARTER_START'])

End Date:

Functions Used - DATEADD(interval,number,date)

Date Range Used - env['PREV_QUARTER_END']

Formula - DATEADD("yyyy",-1,env['PREV_QUARTER_END'])

In this example the start date is August 1st 2017 and the end date is June 30th 2017