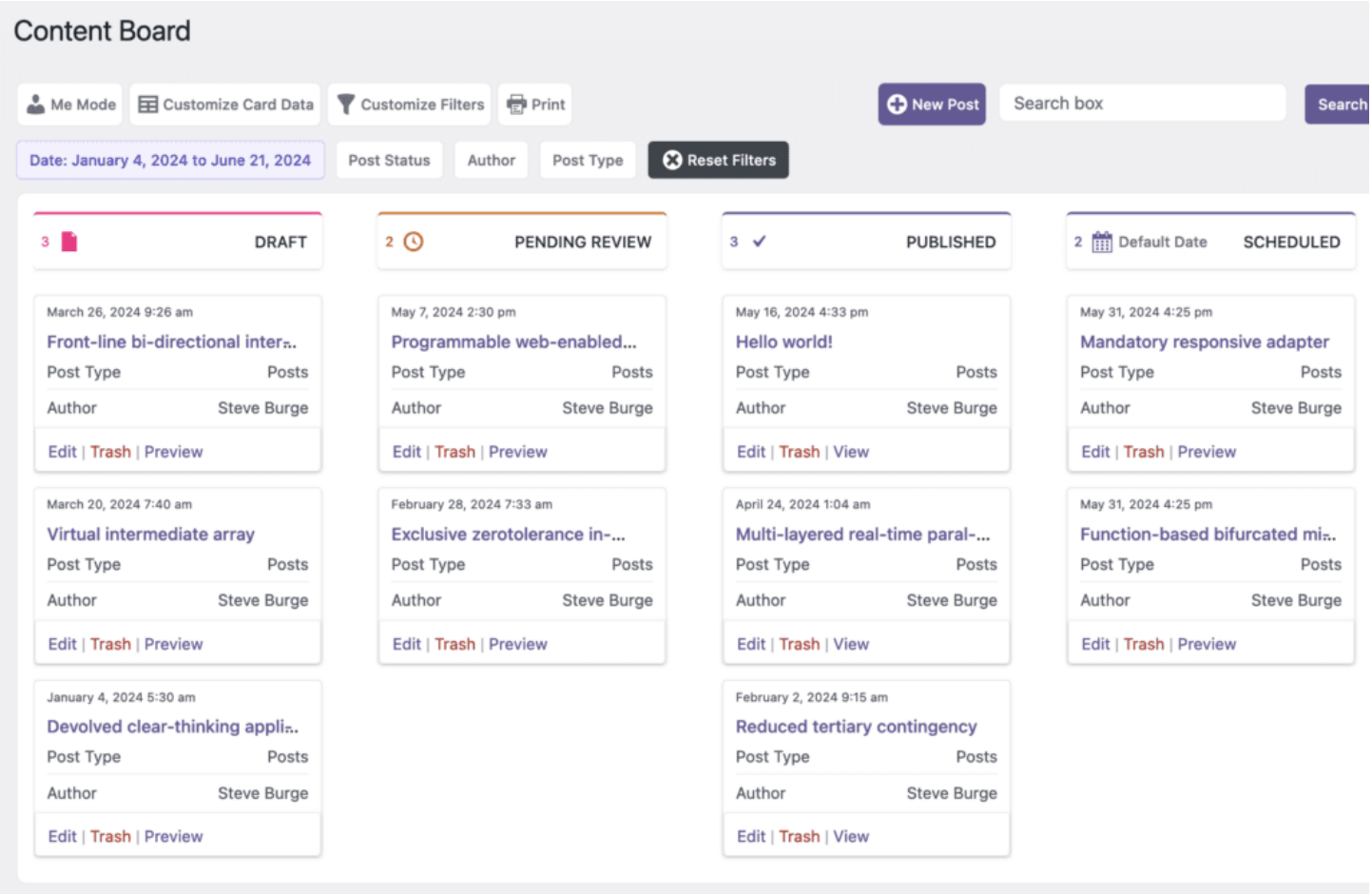
Filters in Content Board

Content Board · https://publishpress.com/knowledge-base/filters-in-content-board/

The Content Board Screen is available in the PublishPress Planner plugin. This screen gives you an overview of the content on your site. You can choose the data to see for your posts and also choose how this data is filtered.

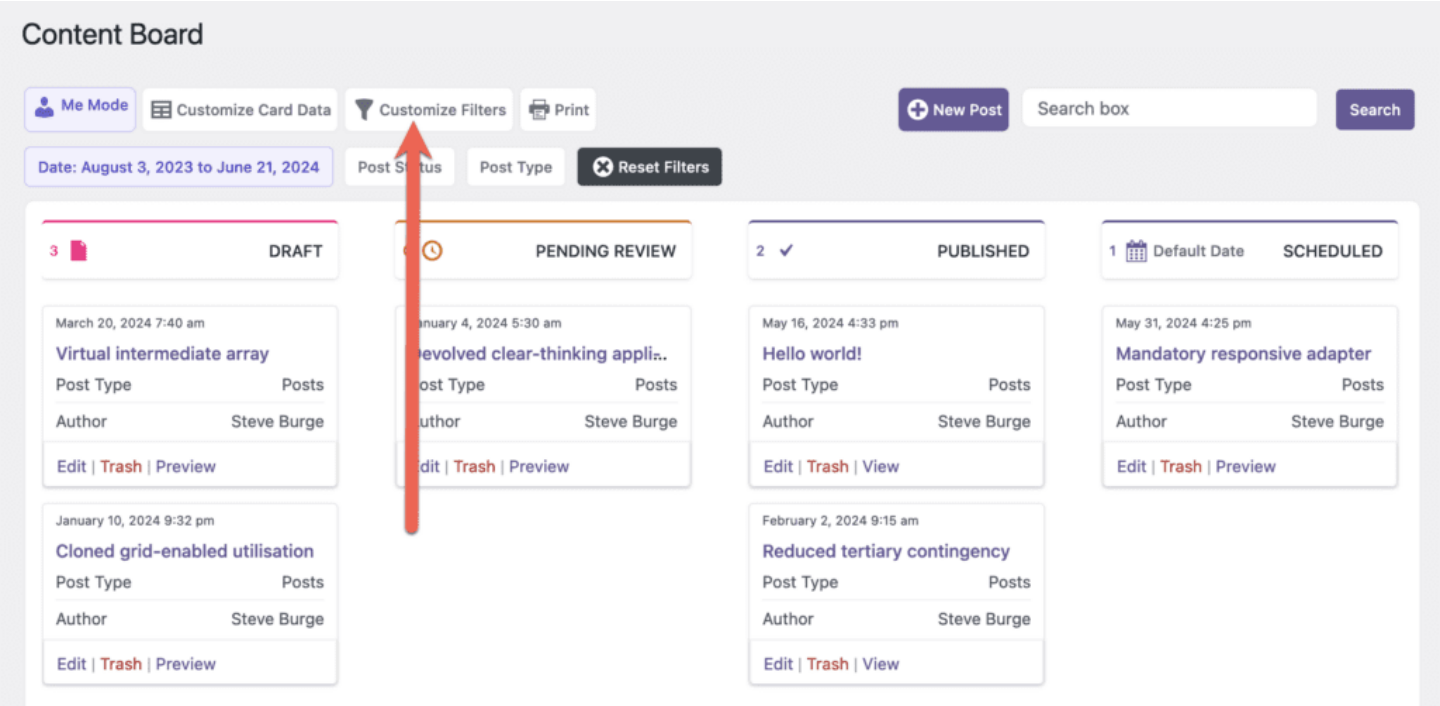
Introducing Content Overview Filters

There are four default columns on this screen: Date, Post Status, Author, and Post Type. You can see those filters in this screenshot:

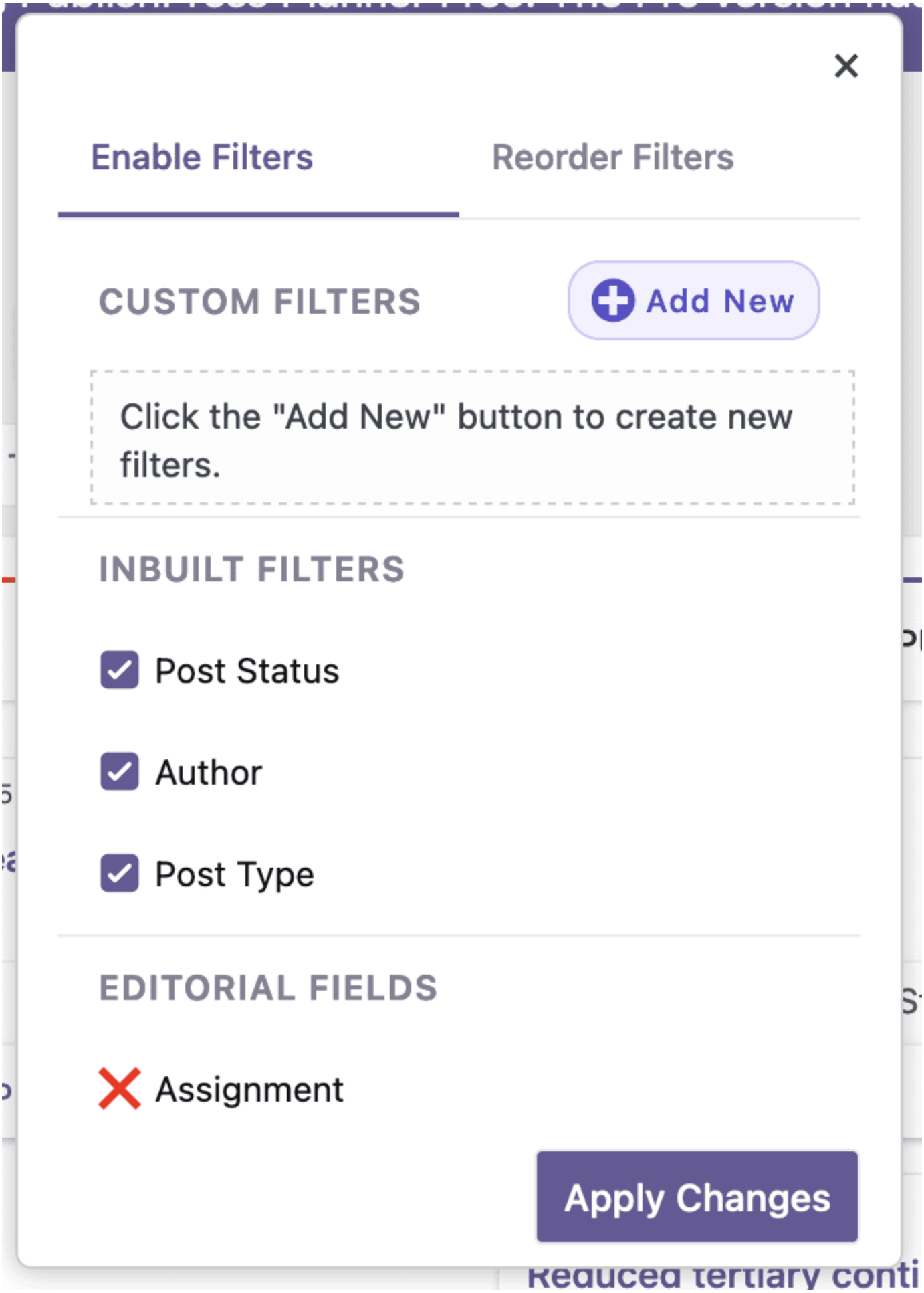


How to Add Filters

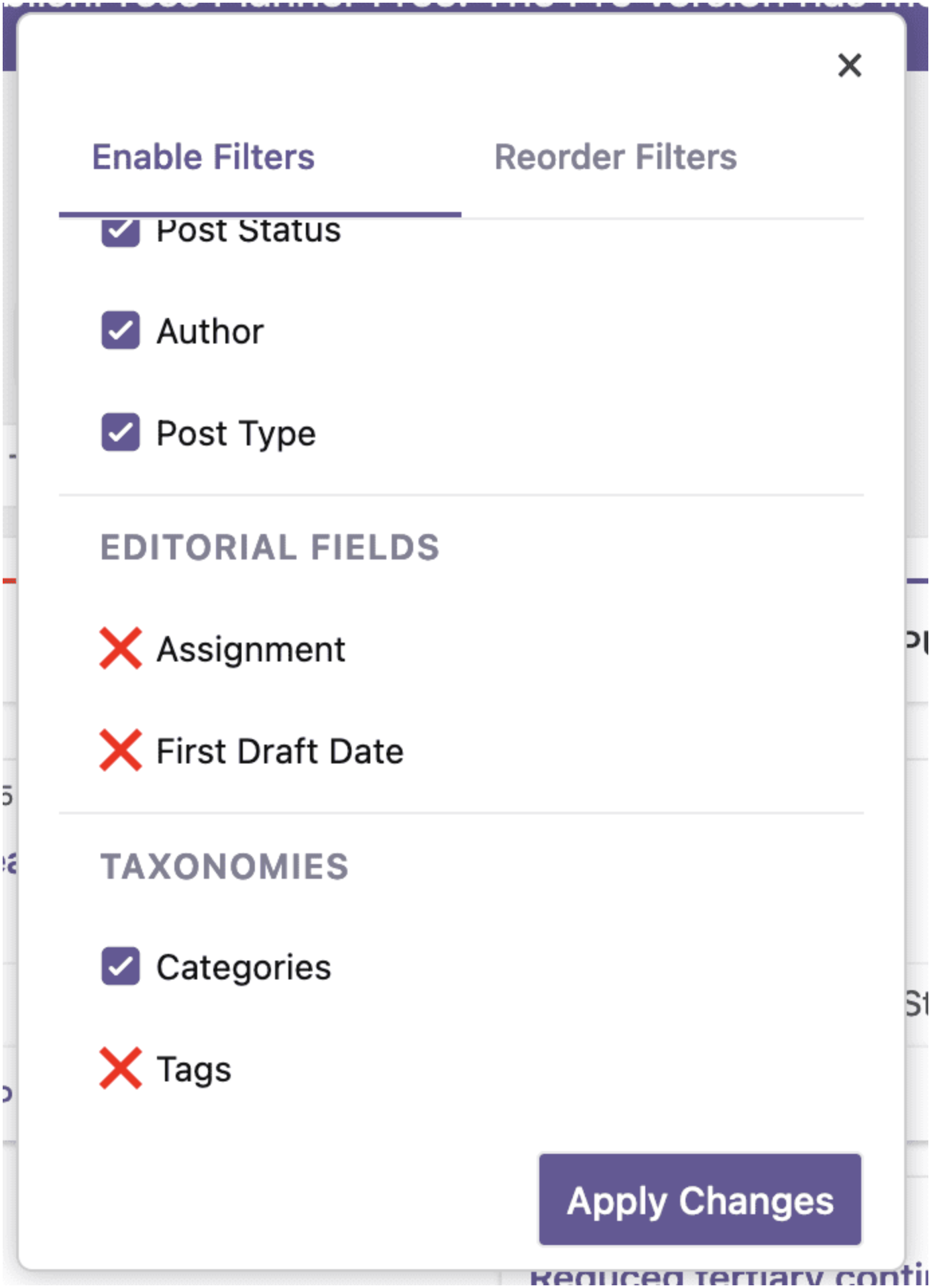
It is possible to customize the filters on this screen. Click the “Customize Filters” button:



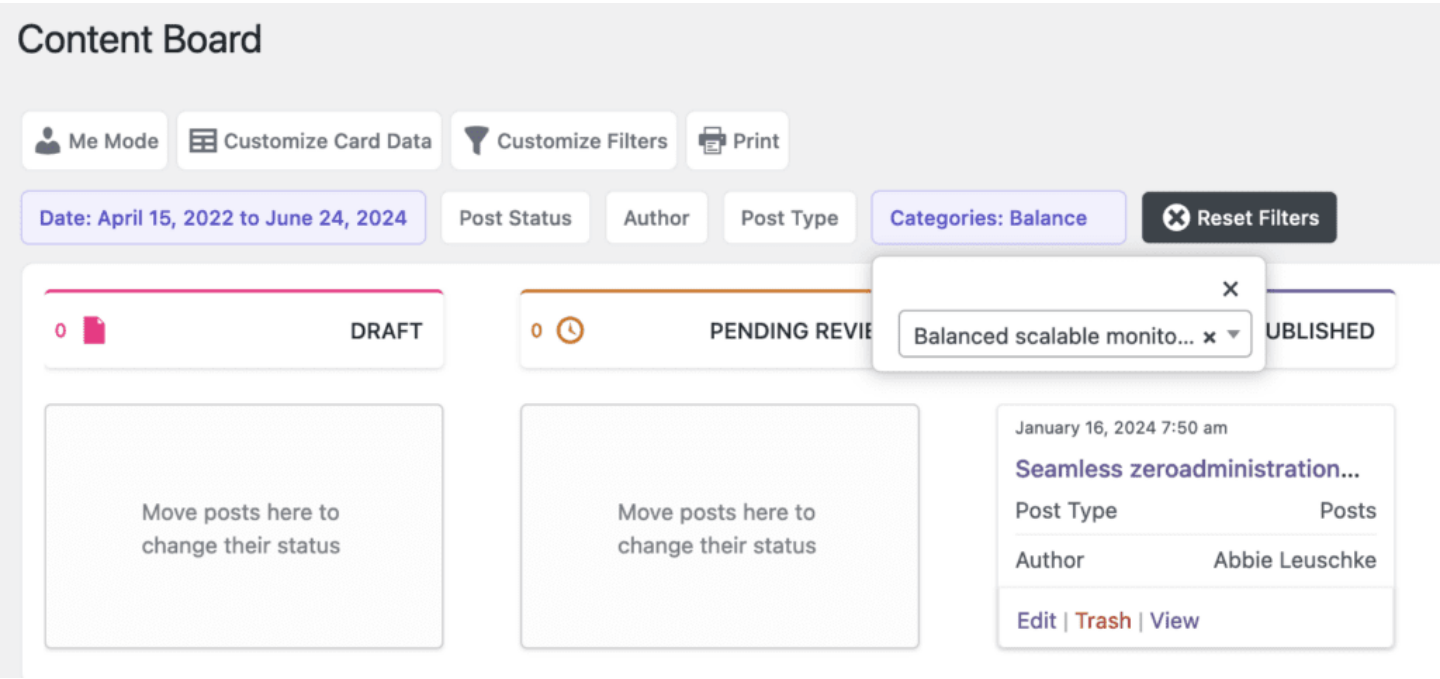
In the modal, you can check or uncheck the boxes for all the inbuilt filters.


Enable Filters
Reorder Filters
CUSTOM FILTERS
Add New
Click the "Add New" button to create new filters.
INBUILT FILTERS
Post Status
Author
Post Type
EDITORIAL FIELDS
Assignment
Apply Changes

In this screenshot below, you can see filters for Editorial Fields and Taxonomies. If you click any of these elements, they will be added as new filters on your Content Board screen. In this screenshot below, we're adding a new filter for "Categories".


Enable Filters
Reorder Filters
Post Status
Author
Post Type
EDITORIAL FIELDS
Assignment
First Draft Date
TAXONOMIES
Categories
Tags
Apply Changes

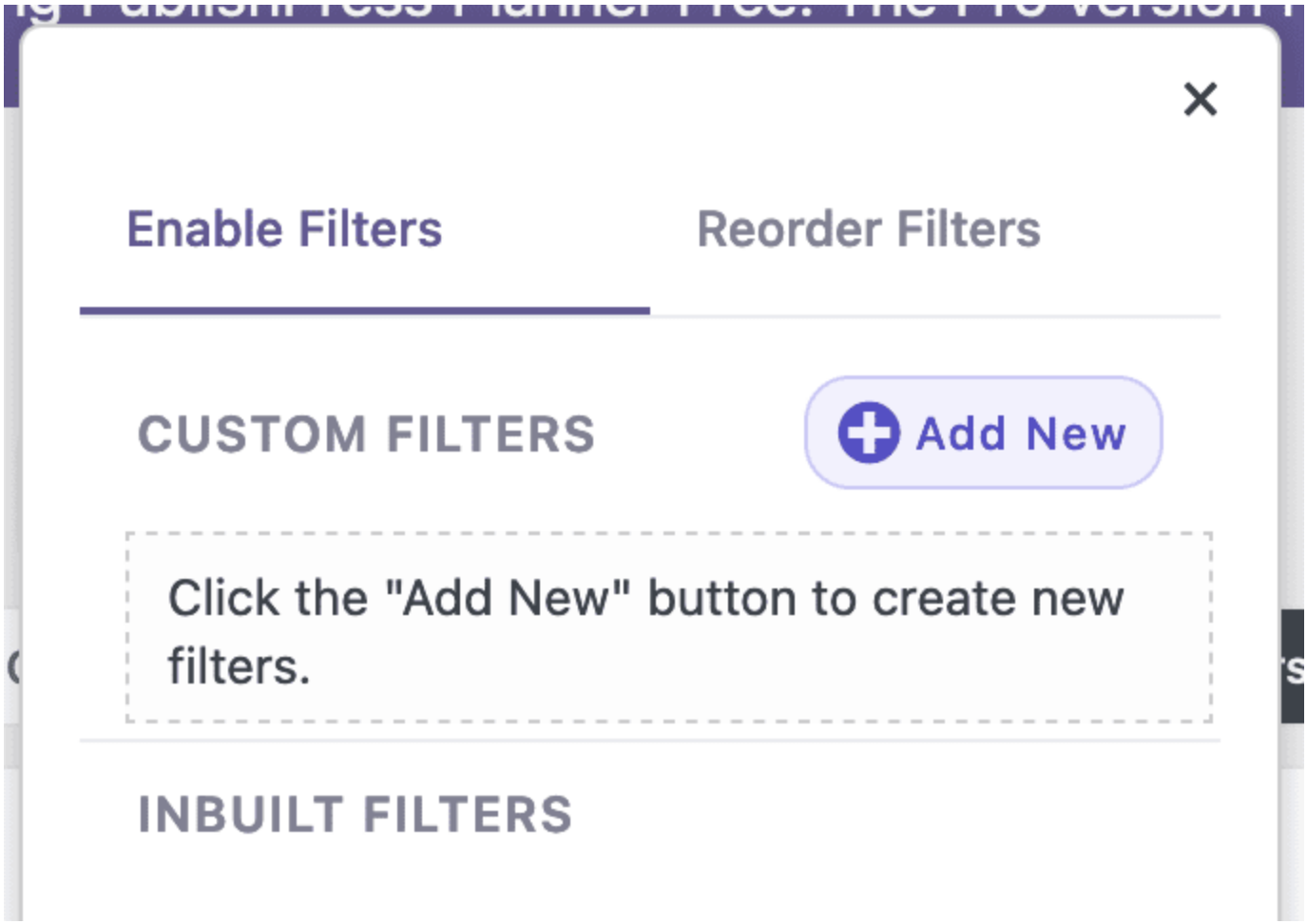
If you choose to add a "Categories" filter, you will see be able to use that option to filter posts on the Content Board. In this screenshot below, you can choose to see only the posts with a specific Category.



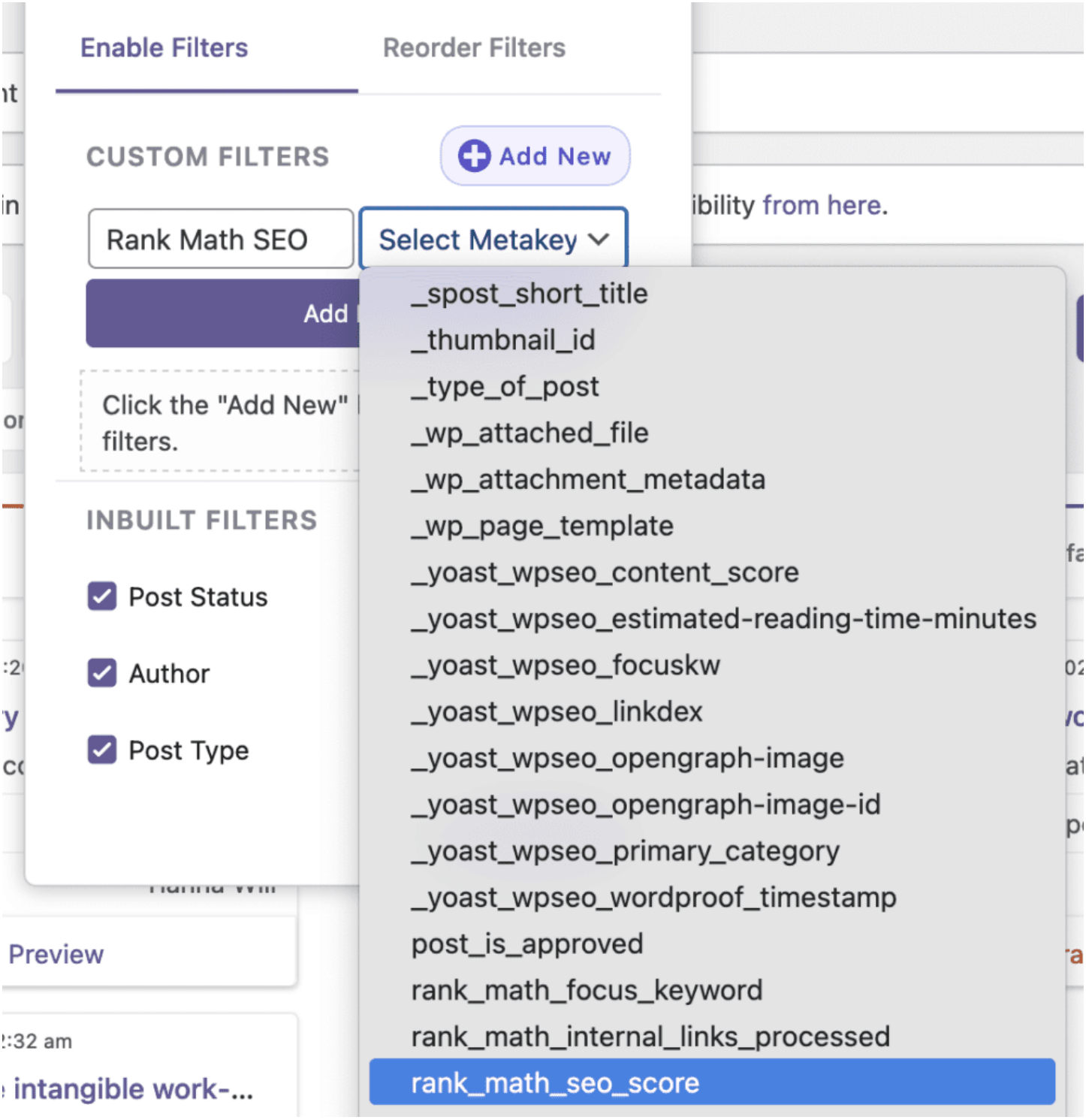
How to Add Custom Filters

The Content Overview screen allows you to add custom filters. These filters can use any metadata stored on your site by WordPress plugins. In this example, we'll use data from the Rank Math SEO plugin.

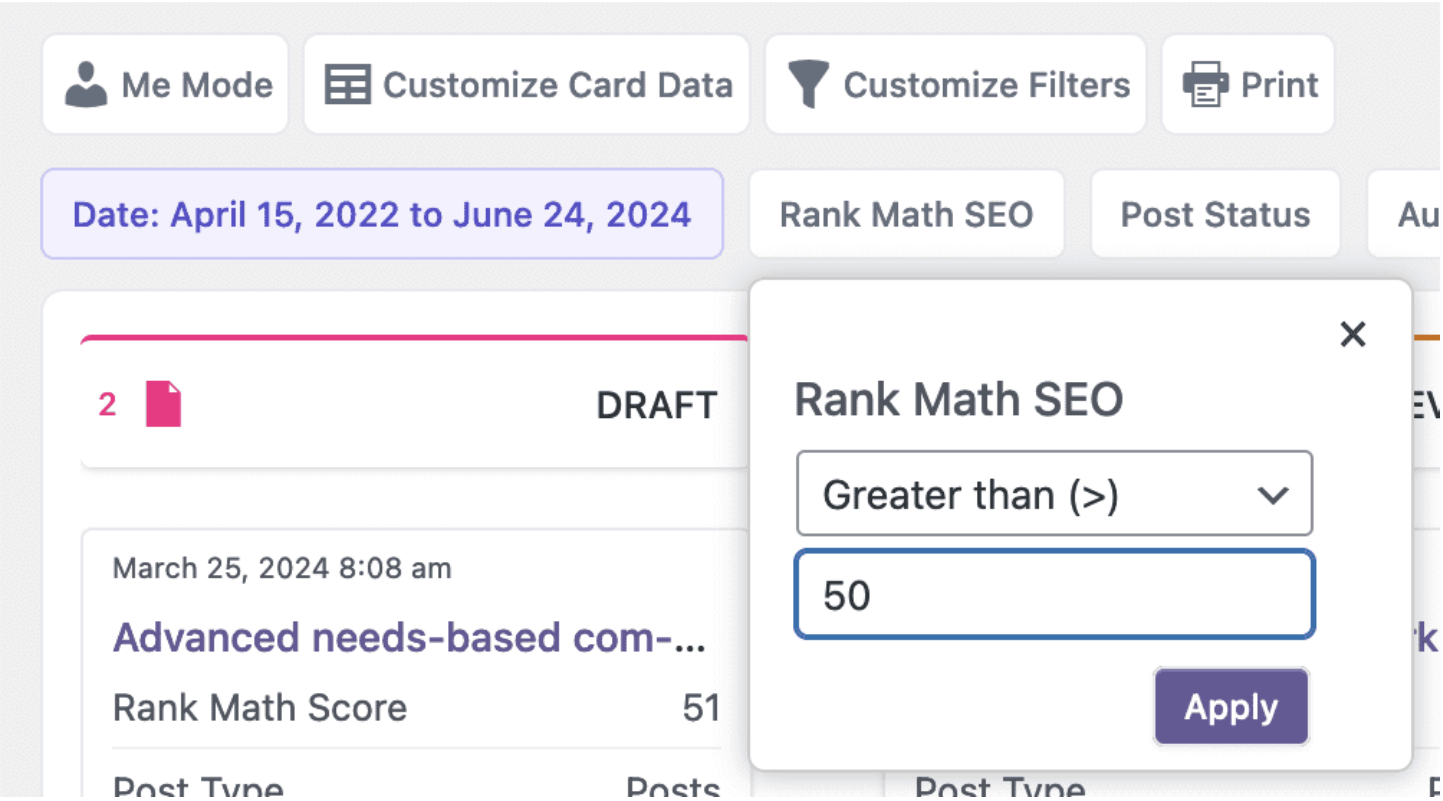
- Click the “Customize Filters” button.
- Click the “Add New” button.



- Enter a “Column Title”.
- Click the “Select Metakey” option.
- In this screenshot below, we are selecting the “rank_math_seo_score” option. This will allow you to filter for SEO scores as calculated by the Rank Math plugin.
- Click “Add Filter”.
- Click “Apply Changes”.



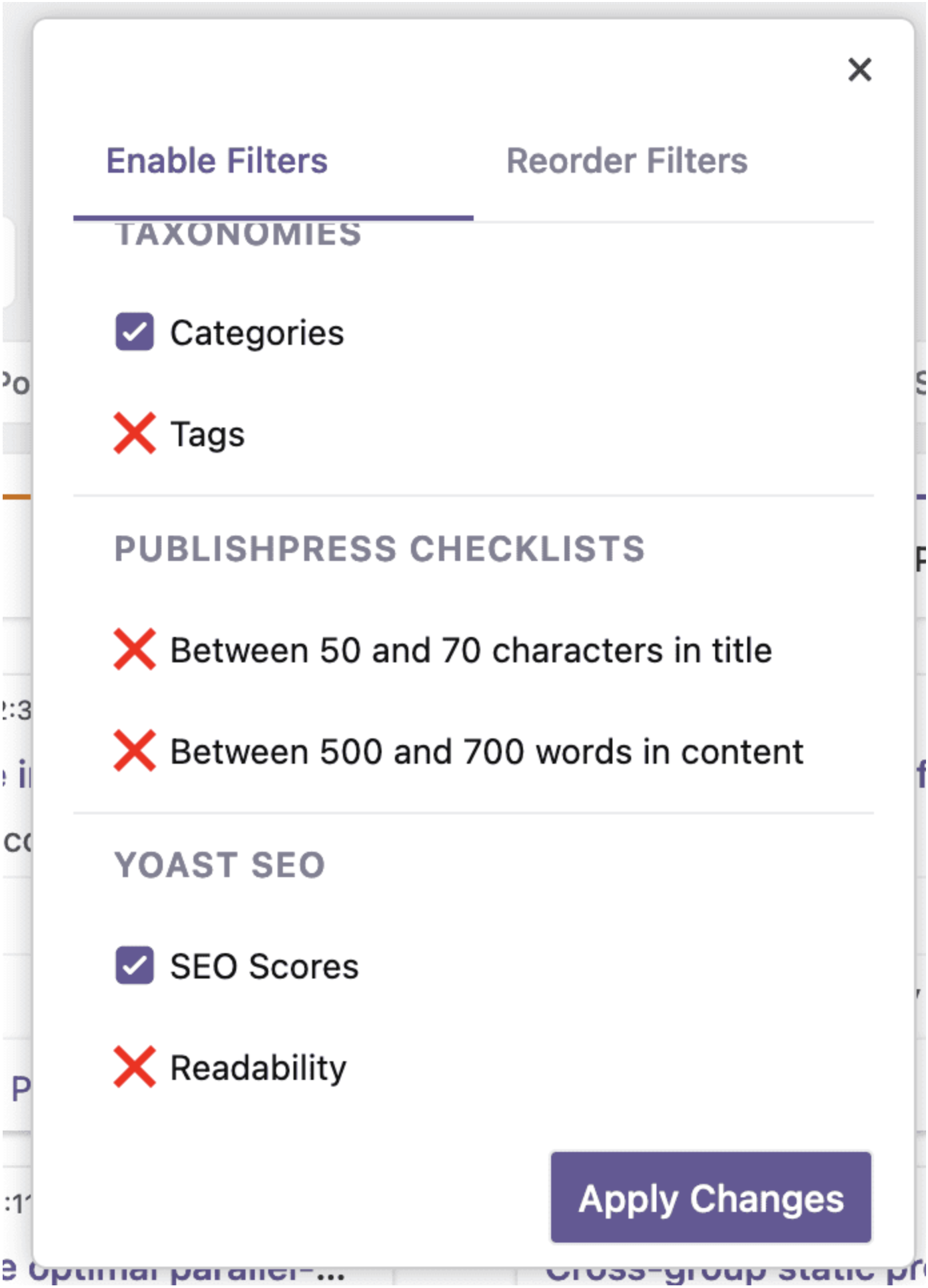
You will now see the “Rank Math Score” column has been added to the screen, as in this screenshot below:



How to Add Custom Filters (Pro)

This feature requires the Pro version of the PublishPress Planner plugin.

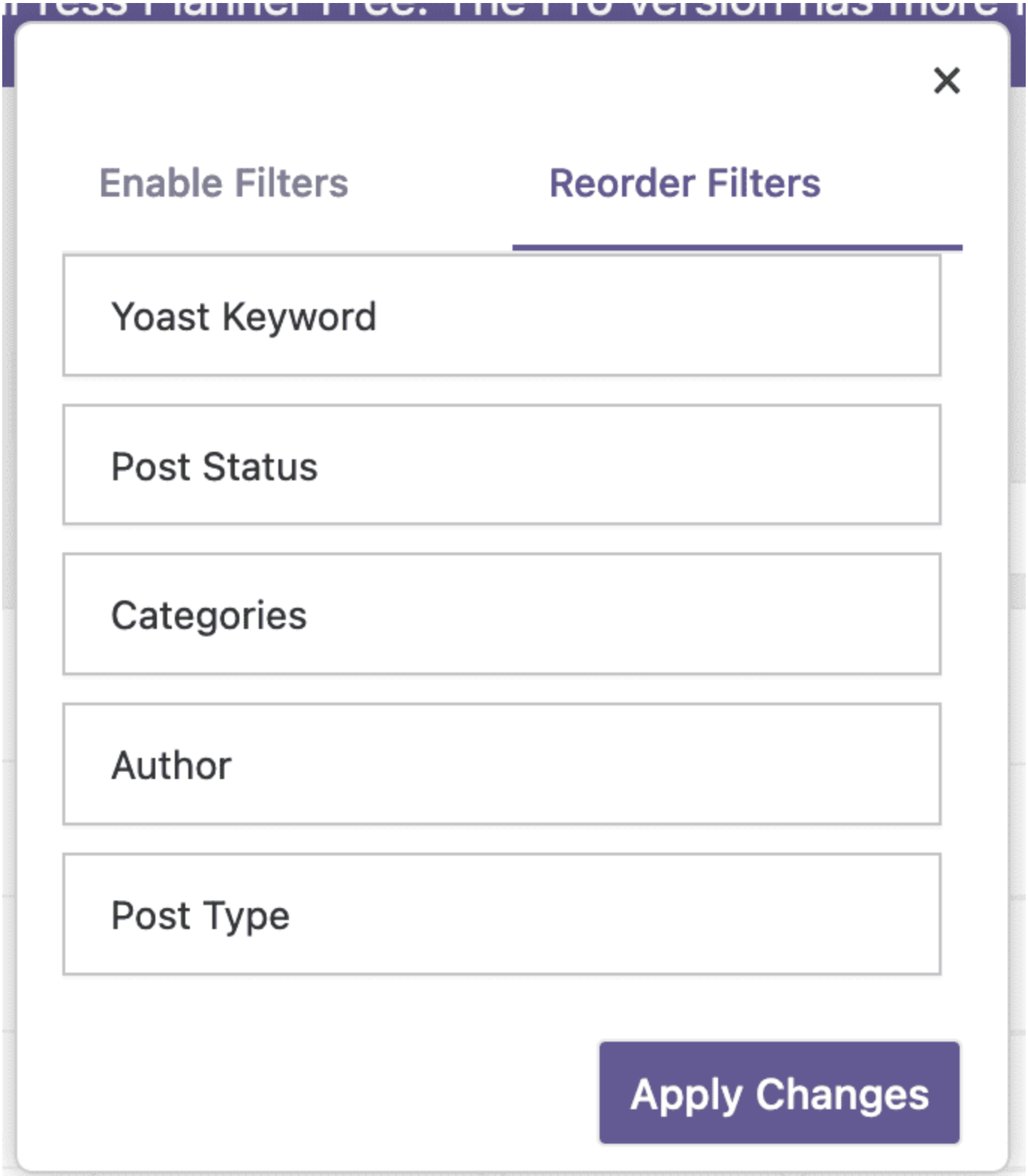
The Pro version of PublishPress Planner has automatic support for plugins that include Yoast SEO and PublishPress Checklists. In the screenshot below, you can see that those options are ready to be checked.


Enable Filters
Reorder Filters
TAXONOMIES
Categories
Tags
PUBLISHPRESS CHECKLISTS
Between 50 and 70 characters in title
Between 500 and 700 words in content
YOAST SEO
SEO Scores
Readability
Apply Changes

How to Reorder Filters

It is possible to change the order of filters in the Content Overview screen

- Click “Manage Filters”.
- Click the “Reorder Filters” tab.
- You can drag-and-drop the filters into a new order.


Enable Filters
Reorder Filters
Yoast Keyword
Post Status
Categories
Author
Post Type
Apply Changes