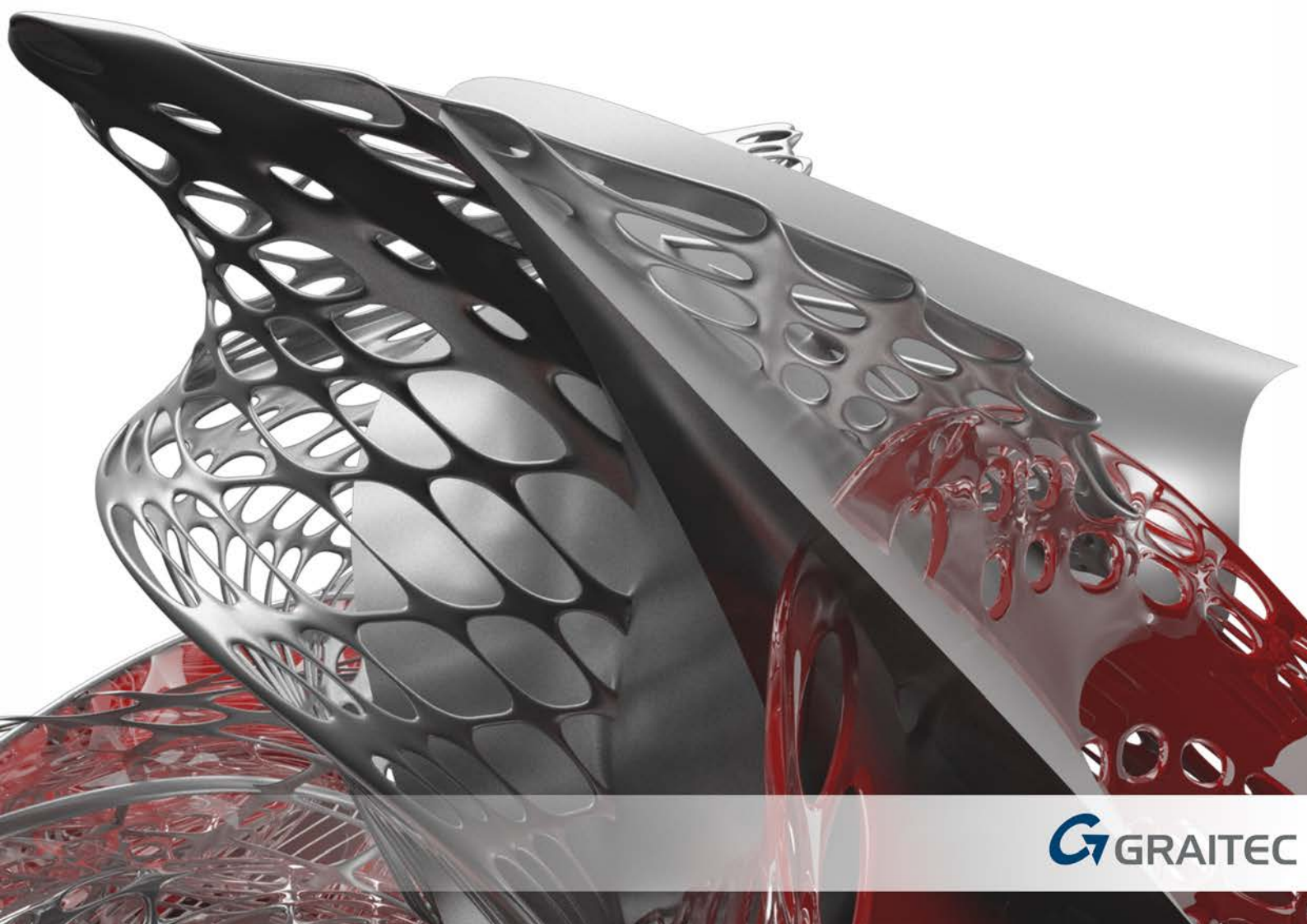


Innovation first

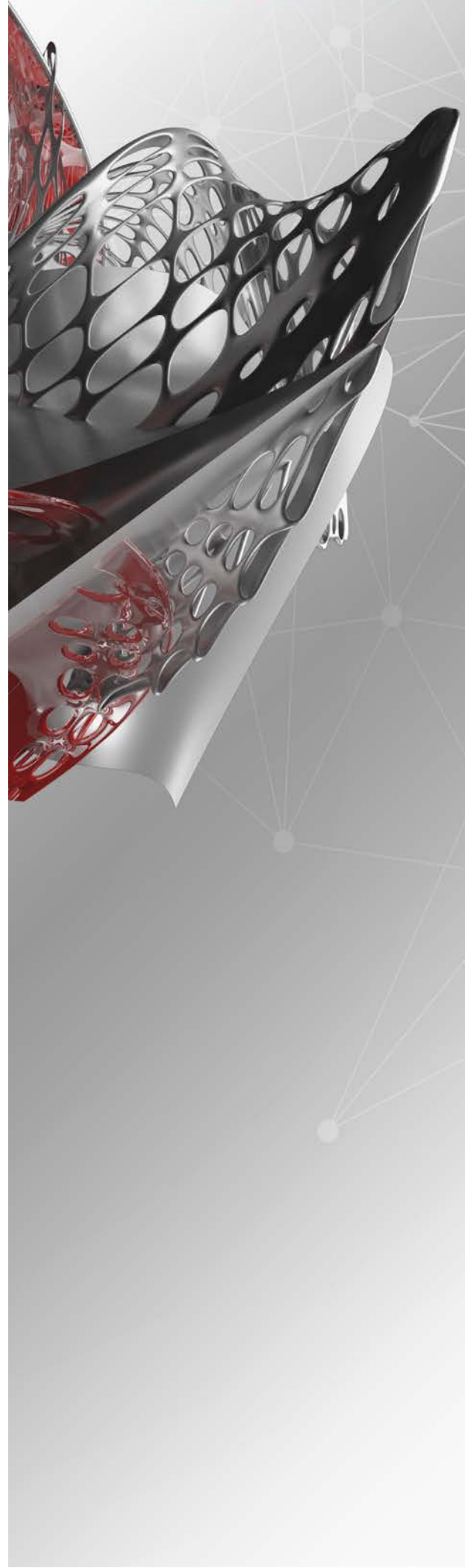
# REPORT DESIGNER GUIDE

 ADVANCE  
**WORKSHOP**

## 2019







# **Advance Workshop**

## **Report Designer Guide**



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This document has been very carefully prepared in the hope to meet your expectations and to answer all your questions regarding the Advance Workshop Report Designer.

This document only contains a brief description of the software functions and may only be used as a guide for using the software. In case of any discrepancy between the information given in this guide and the information given in the software, consider the software as your main reference.

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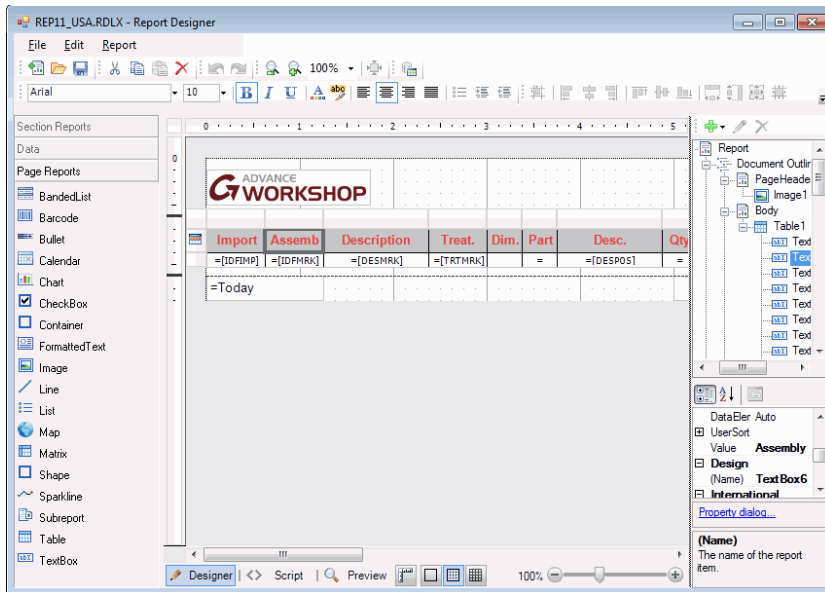
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## Advance Workshop Report Designer



### Report Designer:

- Introduction
- Accessing the Advance Workshop Report Designer
- Report Designer Components
- Tools for Template Editing

### Template editing:

- Modifying the content of the list
- Editing the borders of a field
- Inserting an image

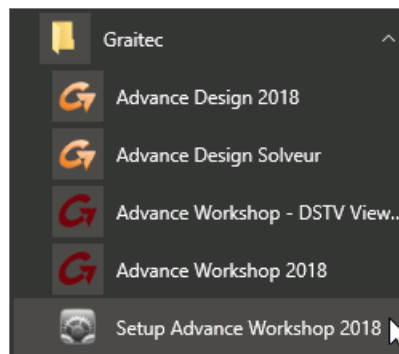
## Introduction

**Advance Workshop** has a powerful module for generating a variety of reports such as material lists, plate lists, cut lists, assembly lists, labels for stock, etc. The preset templates for these reports are available in the **Report Designer**.

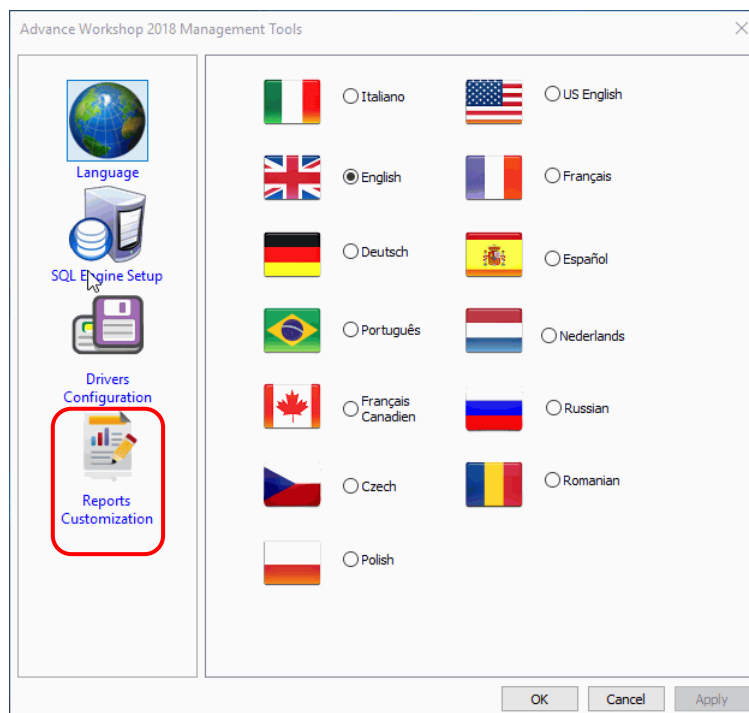
This tutorial describes the **Report Designer** components and explains how to customize the templates' content and format.

## Accessing the Advance Workshop Report Designer

1. From the Windows menu, select **Start > All Programs > GRAITEC > Advance Workshop > Setup Advance Workshop**.

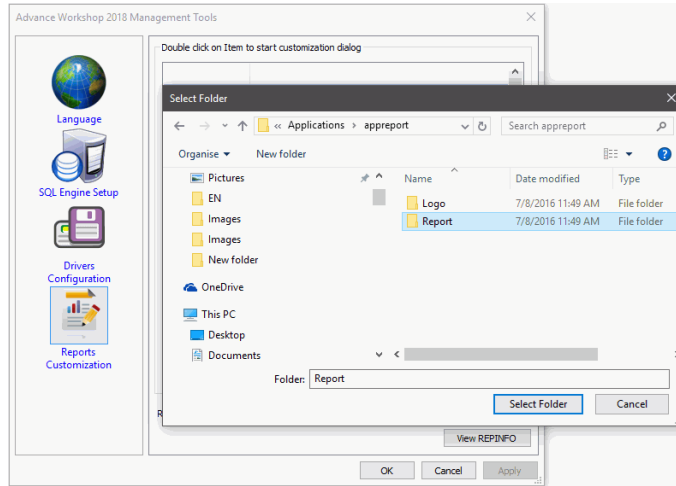


2. In the **Advance Workshop Setup** dialog box, select **Reports Customization**.



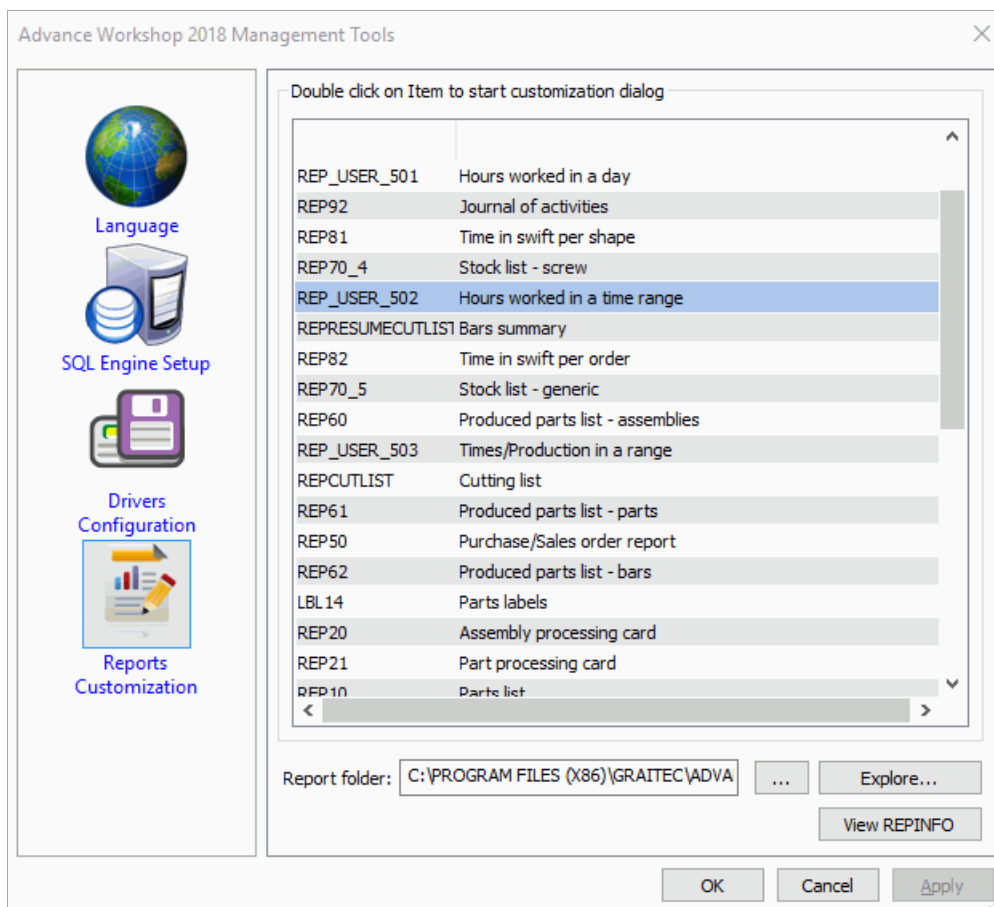
3. Select the report you want to customize from the list.

**Note:** If your list is not populated with templates, click  and select the correct folder (usually, C:\Program Files (x86)\Graitec\Advance Workshop\2017\Applications\appreport\Report)



## Report Designer Components

The preset templates for material reports are shown in the right panel of the Advance Workshop Setup. The Description column contains a description of the corresponding reports according to a template code.



## Tools for Template Editing

The right panel of the Report Designer window displays the selected components in the template tree. When you select, for example, Produced Parts List, the template preview of this list is displayed.

Report fields and data regions used for creating a page report

Commands for text formatting, alignment and insertion

Tools for field management

The screenshot shows the 'Report Designer' window for 'REP11\_USA.RDLX'. The main area displays a report preview with the 'ADVANCE WORKSHOP' logo and a table of data. The left sidebar contains a 'Page Reports' list with various components like BandedList, Barcode, and Table. The top toolbar includes icons for text formatting and insertion. The right sidebar shows a 'Report' tree with a 'Data Sources' folder containing 'ModuleData' and 'Parameters'. Below the tree are settings for Margins, PageSize, PaperOrient, and Misc. At the bottom, there are 'Designer tabs' (Designer, Script, Preview) and 'Designer buttons' for layout and zoom. A 'Template preview' box is also visible at the bottom right.

Import	Assembly	Description	Treat.	Dim.	Part	Desc.	Qty	Weight U	Weight
OF099-21								0.00	707.02
	P1000	PL 12.7	GALVANISE				4	14.47	57.89
					P1000	PL 12.7	1	14.47	14.47
	P1001	PL 12.7	GALVANISE				4	1.61	6.43
					P1001	PL 12.7	1	1.61	1.61
	P1002	PL 12.7	GALVANISE				2	6.88	13.75
					P1002	PL 12.7	1	6.88	6.88
	P1003	PL 10	GALVANISE				2	0.72	1.45
					P1003	PL 10	1	0.72	0.72
	P1005	PL 12.7	GALVANISE				1	8.86	8.86
					P1005	PL 12.7	1	8.86	8.86
	P1006	PL 12.7	GALVANISE				1	11.12	11.12
					P1006	PL 12.7	1	11.12	11.12

Designer tabs

Designer buttons















Template preview

**Note:** The reports can be printed or exported in different file formats, such as PDF, XLS and others.

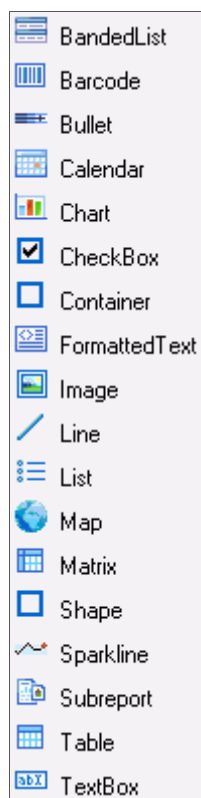
## Standard commands

The toolbars in the upper right corner of the Report Designer contain some of the most frequently used commands from the **File** and **Edit** menus.



	<b>Create New Report:</b> create a new Section / Page Based Report.
	<b>Open:</b> select a predefined report and open it in the Report Designer.
	<b>Save:</b> save modifications to the edited template.
	<b>Cut:</b> cuts the current selection from the report. The button is inactive if nothing is selected.
	<b>Copy:</b> copies the current selection from the report. The button is inactive if nothing is selected.
	<b>Paste:</b> pastes the copied selection. The button is inactive if nothing was copied.
	<b>Delete:</b> deletes the current selection.
	<b>Undo:</b> cancels the last action.
	<b>Redo:</b> redoes the previously undone action
	<b>Zoom Out:</b> zooms the selection out.
	<b>Zoom In:</b> zooms the selection in.
	Displays the zoom percentage.
	<b>Actual Size:</b> zooms to the actual size of the report.
	<b>Import Fields:</b> opens the Import Data Fields dialog window, where you can select and add more fields to a report.

## Report fields and data regions



**BandedList** adds a collection of free-form bands.

**Barcode** inserts a scannable barcode.

**Bullet** adds a linear gauge that is a good alternative to using a dashboard for data visualization.

**Calendar** inserts a calendar displaying date-based data/events in a calendar format in your report.

**Chart** adds a graphic data region which allows you to display data in a variety of chart styles.

**CheckBox** creates a check box inside the template preview.

**Container** is a graphical element that is used as a container for other items.

**FormattedText** displays data, and allows you to format selected areas of text within the field.

**Image** allows you to specify any image file to display from an external source.

**Line** inserts a line which visually marks boundaries or highlights specific areas of a report.

**List** adds a freeform data region in which you can place other report fields.

**Map** shows your data against a geographical background.

**Matrix** inserts a data region with dynamic numbers of rows and columns.

**Shape** adds a rectangle, rounded rectangle, or elliptical shape in the template preview.

**Sparkline** displays a data trend over time in a graph.

**Subreport** displays data from a separate report that you specify.

**Table** inserts a table (with three columns and three rows by default).

**TextBox** creates a text box area.

## Commands for text formatting

<b>Style</b>	A dropdown list of selectable styles for formatting text in fields such as Label, TextBox, CheckBox and ReportInfo (available only in section reports).
<b>Font</b>	Sets the typeface of all the text in a field.
<b>Font Size</b>	Sets the font size of all the text in a field.
<b>Fore Color</b>	Opens a Choose Color dialog to set the text color of fields.
<b>Back Color</b>	Opens a Choose Color dialog to set the background color of fields.
<b>Bold, Italic, Underline</b>	Apply or remove Bold / Italic / Underline formatting for the entire text of the field.
<b>Text alignment commands</b>	Help align the text to the left/center/right/justified in the field area.
<b>Bullets</b>	Adds or removes bullets from the selected text inside a RichTextBox field in a section report.
<b>Indent/Outdent</b>	Increases/Decreases the indent of selected text in the RichTextBox field area in a section report.

## Commands for alignment, resizing and spacing

Alignment commands	
	<b>Align to Grid</b> Snaps the top left of the selected field to the closest gridline.
	<b>Align Lefts</b> Aligns the selected fields with their left border coinciding with the left border of the primary field. The vertical space separating the fields remains the same.
	<b>Align Rights</b> Aligns the selected fields with their right border coinciding with the right border of the primary field. The vertical space separating the fields remains the same.
	<b>Align Tops</b> Aligns the selected fields with their top border coinciding with the top border of the primary field. The horizontal space separating the fields remains the same.

	<b>Align Middles</b> Aligns the selected fields vertically to the middle with respect to the primary field. The horizontal space separating the fields remains the same.
	<b>Align Bottoms</b> Aligns the selected fields with their bottom border coinciding with bottom border of the primary field. The horizontal space separating the fields remains the same.
<b>Resizing commands</b>	
	<b>Make Same Width</b> Resizes the width of the selected fields to the width of the primary field.
	<b>Make Same Height</b> Resizes the height of the selected fields to the height of the primary field.
	<b>Make Same Size</b> Resizes the size (width and height) of the selected fields to the size of the primary field.
	<b>Size to Grid</b> Snaps the selected field to the closest gridline by resizing the field on all four sides.
<b>Spacing commands</b>	
	<b>Make Horizontal Spacing Equal</b> Creates equal space between the selected fields with respect to the primary field, using the outermost edges of the fields as end points.
	<b>Increase Horizontal Spacing</b> Increases the horizontal spacing by one grid unit with respect to the primary field.
	<b>Decrease Horizontal Spacing</b> Decreases the horizontal spacing by one grid unit with respect to the primary field.
	<b>Remove Horizontal Spacing</b> Removes the horizontal space so that the selected fields move to the nearest edge of the top-left field.
	<b>Make Vertical Spacing Equal</b> Creates equal space between the selected fields with respect to the primary field, using the top and bottom edges of the field as the end points.
	<b>Increase Vertical Spacing</b> Increases the vertical spacing by one grid unit with respect to the primary field.
	<b>Decrease Vertical Spacing</b> Decreases the vertical spacing by one grid unit with respect to the primary field.
	<b>Remove Vertical Spacing</b> Removes the vertical spacing so that the selected fields move to the nearest edge of the top-left field.
<b>Z-order alignment commands</b>	
	<b>Bring to Front</b> Moves the selected fields to the front of all other fields on the report.
	<b>Send to Back</b> Moves the selected fields behind all other fields on the report.

## Designer tabs

<b>Designer</b>	This tab is used to design your report layout visually.
<b>Script</b>	This tab opens the script editor, where you can provide VB.NET or C# functionality to the reports without compiling the .vb or .cs files.
<b>Preview</b>	This tab allows you to view your report without the need to actually run your project.


## Designer buttons

<b>Dimension Lines</b>	Dimension lines appear during a drag operation, and run from the borders of the report field or data region being moved or resized to the edges of the report designer surface.
<b>Hide Grid</b>	You can click this button to hide the grid and design your report on a blank page.
<b>Show Dots</b>	Click this button to have dots appear on the design surface in between the grid lines to guide you when placing report fields.
<b>Show Lines</b>	Click this button to have faint grey lines appear on the design surface in between the grid lines to guide when placing report fields.
<b>Snap Lines</b>	Aligns the field you are dragging with other fields on the report design surface.
<b>Snap to Grid</b>	Aligns the field you are dragging with grid lines on the report design surface.
<b>Select Mode</b>	In Select mode, when you click items on the report designer surface, you select them.
<b>Pan Mode</b>	In this mode, you cannot select, edit, or delete a control from the design surface.

## Template editing

Template blocks contain fields that can be edited for content and format. A field is an area inside the block that can have a user text or attribute tag.

1. Click a field to modify its properties.

2. Select the Categorized presentation: 

The field properties are divided into six categories:

<b>Appearance</b>	
Alignment	Left
BackColor	<input type="checkbox"/> Transparent
ClassName	Normal
<b>Font</b>	
Font	<b>Arial, 10pt</b>
ForeColor	<input checked="" type="checkbox"/> Black
FormatString	
Style	
VerticalAlignment	Top
WrapMode	WordWrap
<b>Behavior</b>	
CanGrow	True
CanShrink	False
MultiLine	True
RightToLeft	False
Visible	True
<b>Data</b>	
DataField	
Tag	
<b>Design</b>	
(Name)	<b>Report Info 1</b>
<b>Layout</b>	
Location	<b>0.354, 0.76 in</b>
Size	<b>1, 0.2 in</b>
<b>Summary</b>	
SummaryGroup	
SummaryRunning	None

[Property dialog...](#)

**(Name)**

Indicates the name in code used to identify the object.

At the bottom of the editing categories, the properties of the selected field are explained through a **contextual description** window.

**Appearance**

This property is used to edit the field content for alignment, font, color and style.

**Behavior**

This property is used to adjust the field content regarding the field dimension.

- **True:** if the field content is longer than the field dimension, then the content in the report is shown in multi-lines to fit inside the field.
- **False:** only part of the content is shown if it is longer than the field dimension.

**Data**

This property describes the content and the text format.

**Design**

This property is used for field identification.

**Layout**

This property identifies the field location and size in the report.

- **Location** provides the field coordinates (X, Y) at the top-left corner.
- **Size** provides the field dimensions.

If two fields have to be aligned horizontally, for example, their X coordinates should be equal. Therefore, the field location is very important to have a correct presentation of the report.

**Summary**

This property sets function type and parameters for the selected field.

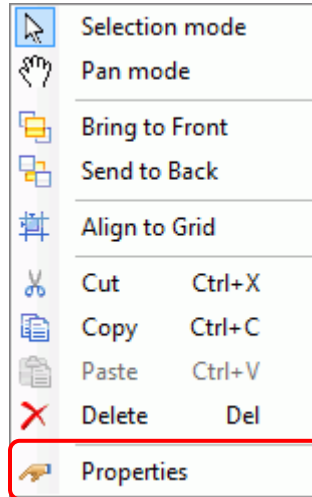
**Property dialog...** opens the **Property dialog** window, where you can edit the properties of the selected field.



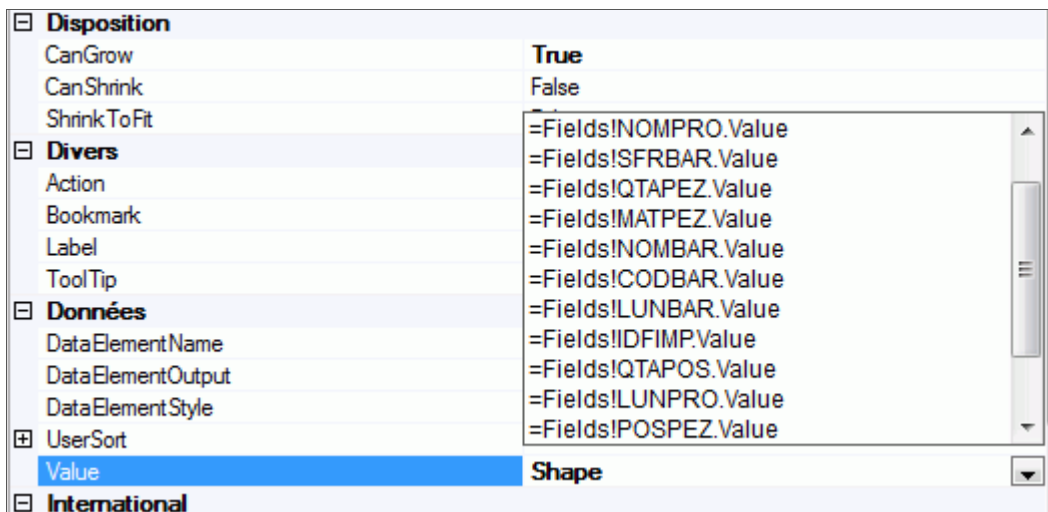
Next, learn how to modify the content of the list, add borders and insert an image.

### Modifying the content of the list

1. Select a field in the template.
2. Right click and select **Properties** from the context menu.



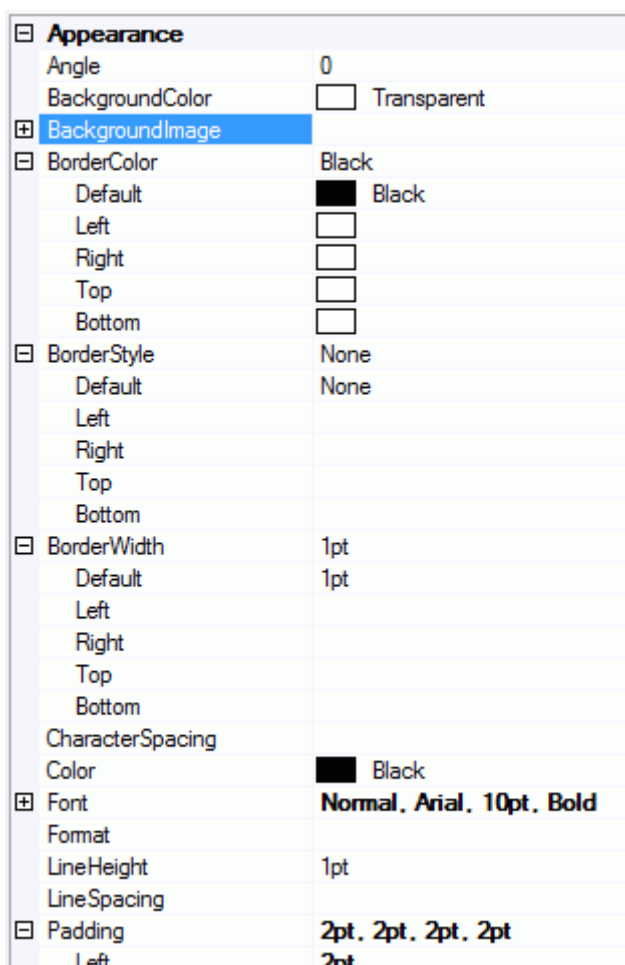
3. Select the suitable field content from the list for the wished value.



**Note:** The field content can be a user text or an attribute from the list of values taken from the Advance Workshop project.



## Editing the borders of a field

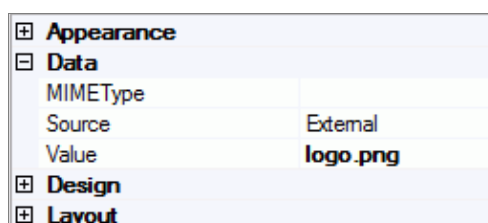
1. Select and define **Borders** from the context menu under the **Appearance** chapter from **Properties**.



2. Select a line style from the **BorderStyle / BorderColor** list.

## Inserting an image/logo

1. On the left side panel, click .
2. Select a start and end point in the report to insert the picture field.
3. Select the picture field, go to the field properties and make the following settings:
  - Adjust the Location field value.
  - In the **Data** category, in the **Image** field, click  to open an image. Select the image file and click **Open**.



The image/logo is inserted.





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