

Reports Designer

For professional results

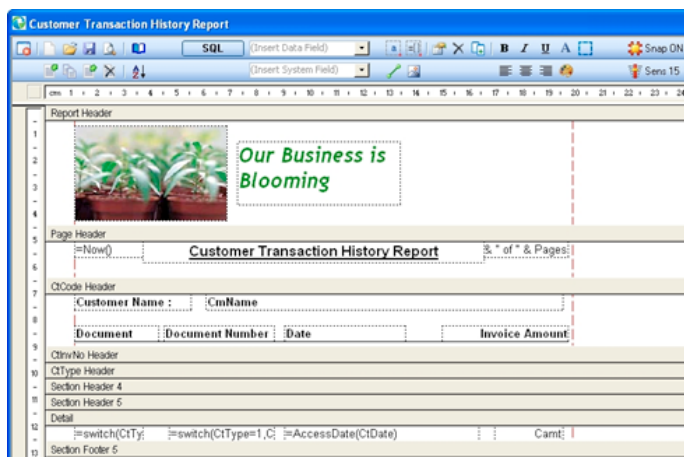
At the heart of your accounting system is a wealth of valuable information about your business. Reports Designer helps you tap into that data and generate reports that will help manage and improve your business. This graphical SQL-based tool allows you to create reports based on data contained not only in your Attaché software, but from many other external data sources including Access and Excel.

Integrated reporting

- Your historical transactions are automatically available and refreshed as needed.
- Instantly access any information via Attaché ODBC Driver.
- Use ODBC in offline mode for high-speed report generation — no more waiting for complex queries to execute.

Professional results

- Include images such as your company logo within your reports.
- Select a font, colour and border for each report field, and insert lines as desired.
- Specify the way you want information sorted and grouped.
- Create headers and footers for each level, and specify report ranges and parameters for ease of analysis.



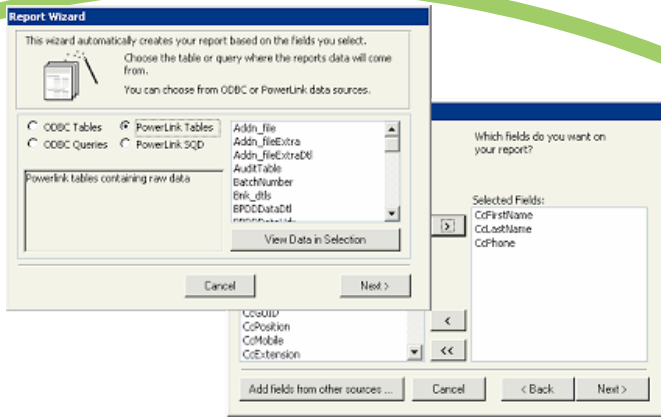
Professional reports for all purposes:
Create great looking reports for simple date-based reporting or for complex analysis. Standard reports can be customised to suit your needs.

Reports for all purposes

- Date-based transaction reports to analyse historical data.
- Onscreen enquiries for customers, products, suppliers and more.
- Custom layouts for job cards, quotes and invoices.
- Reports that update data in Attaché, for example a sales analysis report could generate commissions.
- Mail merge letters that use Attaché customer and supplier details held in Attaché.

Web-based library of reports

- Users have access to a web-based library of prewritten reports.
- Search the library for the report you need, view sample output, and download it into your Attaché system.
- New reports are added to the library over time, giving you virtually unlimited reporting features.



Suits absolute beginners:
Select from standard onscreen enquiries which can be customised further to suit your needs.

Query Builder

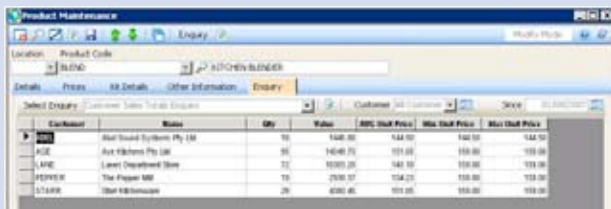
- Users with no experience with SQL can produce excellent reports in minutes using Query Builder.
- Select the tables to be used, drag into the working area, select the fields to be included and link individual fields.
- Based on your selections, the SQL query is created automatically and pasted into your report.
- The online data dictionary allows you to search fields to find which tables they're contained within.

Customise reports

- All reports can be customised further to suit your needs; just save with a different name and modify to suit.
- Modify standard reports, for example change the Build List and by saving with the same name, your custom format becomes the default.
- Your Attaché consultant can also create reports for you.

Onscreen enquiries

- Create sophisticated onscreen enquiries for customers, products, suppliers and more.
- See information in the exact format you need.
- Enquiries can include parameter selection to give report-like functionality.
- Automatically convert reports to PDF and attach to emails or publish in MS Word or Excel.



Create onscreen enquiries:
Rather than printing reports, data can be launched to the screen via the Enquiry tab in masterfile records.

Managing your reports

- When selecting reports you can choose to view in order of most recent, so the most commonly used reports will appear at the top of the list.
- Define categories and assign them to reports to make searching even easier.
- Use the Report Descriptions feature to give more detail about a report's function.

Further customisation

- Add Solution Builder for almost unlimited customisation features. From simple forms that store extra information to applications with email and Internet support, Solution Builder allows you to create and deploy your own applications.



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