



Infor ERP FACTS: Report Writer

Report Writer allows distributors to quickly and easily customize their Infor ERP FACTS data files in more useful formats.

Now more than ever, distributors need customized reporting capabilities, quickly and easily. Report Writer is a powerful and flexible report writing and data analysis solution. Although Report Writer is specifically designed to be easy-to-use for non-technical people, it has the robust power and detailed functionality that experts demand.

Creating Reports uses the data dictionary to provide extensive access to data files:

- Links between related files are established out-of-the-box for your convenience
- Custom data files are supported through custom dictionary maintenance
- Records can be printed side-by-side for standard reports, even when sub-totals are needed
- Data can be selected and sorted or exported into a variety of formats for further analysis, charting, mail merges, etc.
- Control the contents of the report at print time with run-time replacements
- Data may be exported into industry standard text formats or exported straight to Excel
- Any report that has been saved can be re-executed or edited
- Data can be placed at any column and line position
- Create labels with up to 9 columns

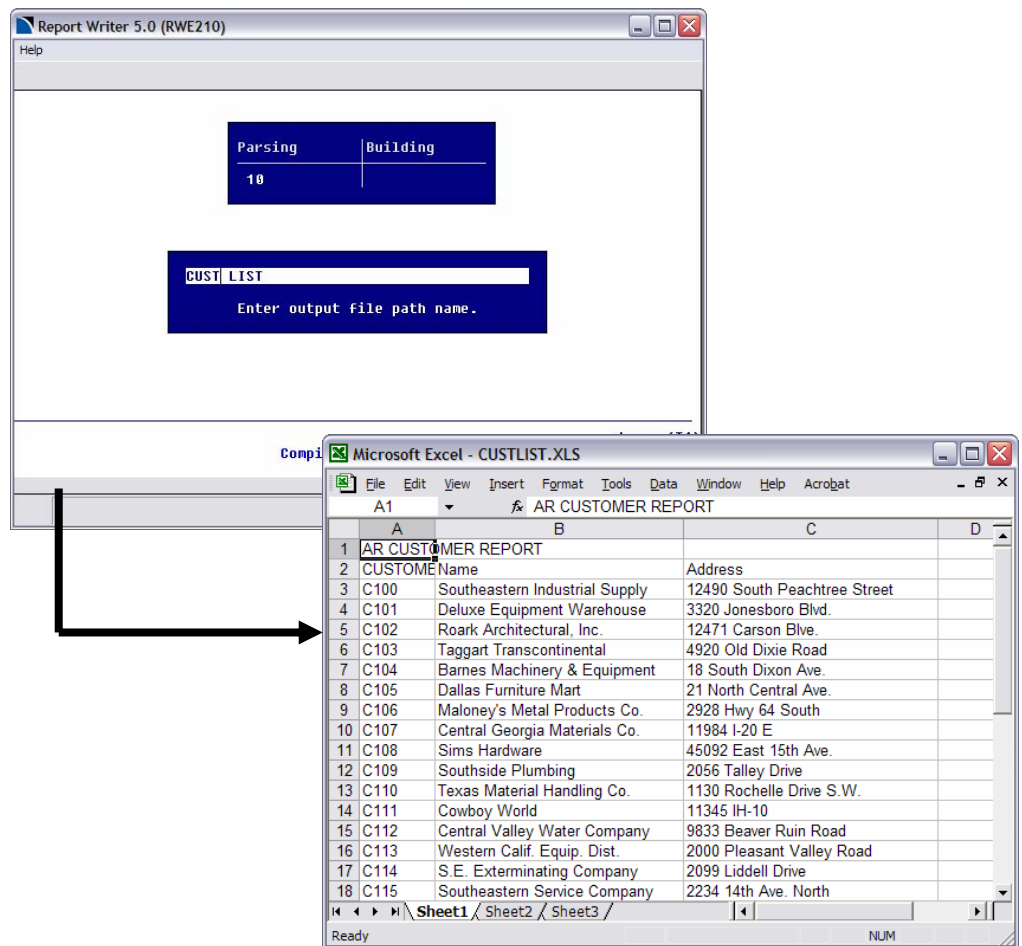
Security. Report Writer has user-level security to guard sensitive data. Security is provided through access and user levels while file definitions include a numeric access levels to prevent unauthorized access to sensitive files.

➔ BUSINESS OBJECTIVE:

Drive and manage the information from Infor ERP FACTS into reports that will allow distributors to leverage their key business information.

Report Elements can be manipulated to do more than simply deposit data into a report:

- Records can be selectively printed by using simple relational expressions or more complex expressions which filter the records based on several expressions connected with AND or OR
- Numeric fields can generate automatic totals or subtotals, averages and percentages or set to print column maximums and minimums
- Begin/End Keywords allow specification of a range for records that are processed in the primary or alternate sort file
- Reports can contain data from up to 99 related files and can reference fields – even those not defined in the main report file – from related subsidiary files
- Reports can automatically print the number of records at subtotal and report total points
- Text fields can be set to force upper, lower, proper case or no case conversion, with various date formats are available



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