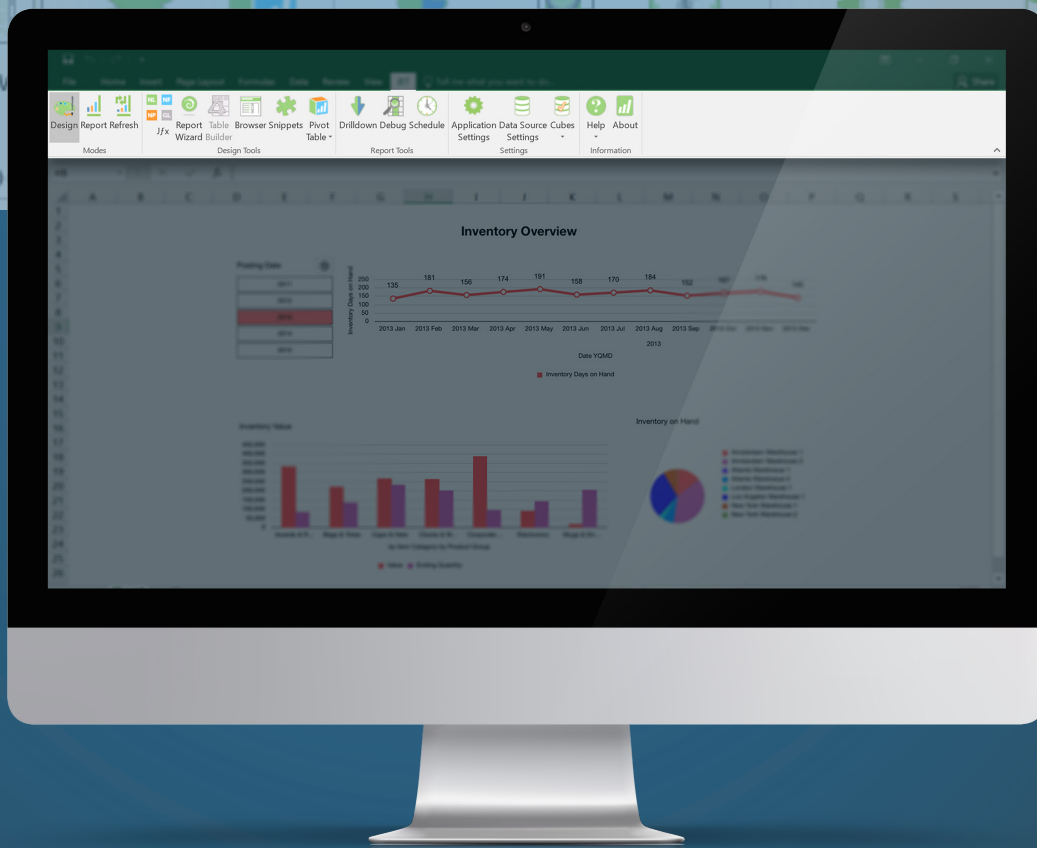
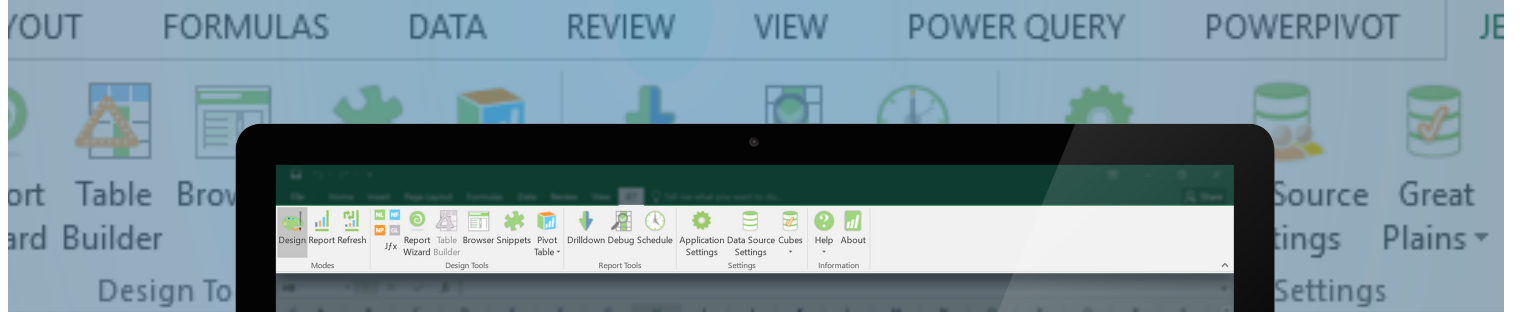
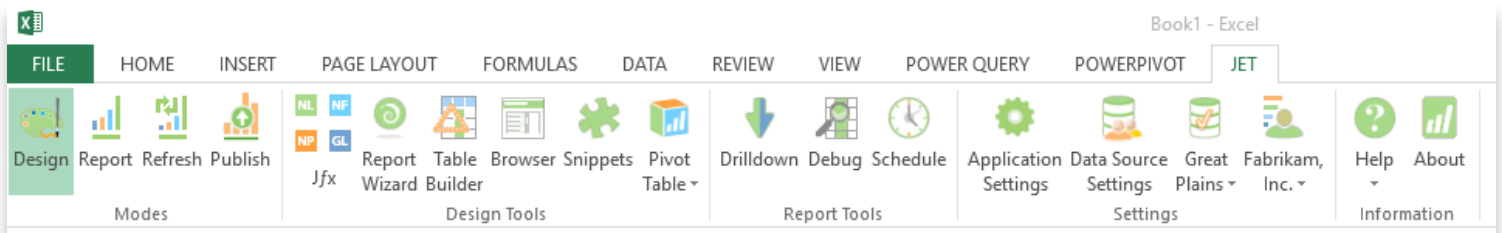


# JetReports®

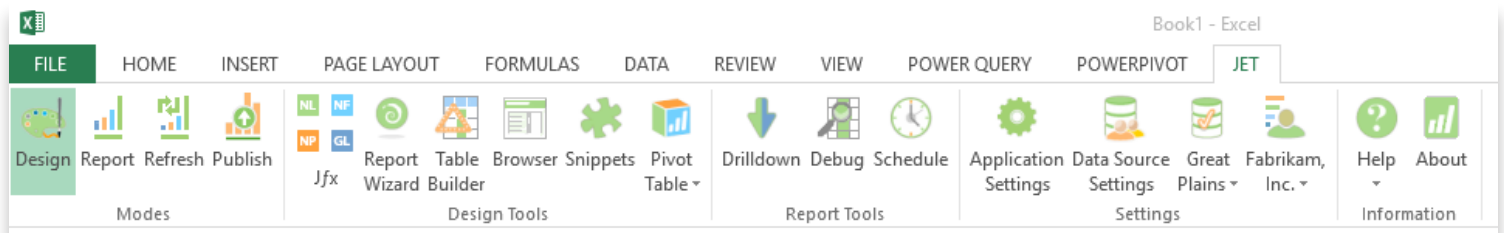
Fast. Accurate. Anywhere.



## The Jet Reports Ribbon



|   |   |
|---|---|
|    | <p><b>Design</b> – Takes you into the design mode of the report. This mode is used to create the database queries and report layout.</p>  |
|    | <p><b>Report</b> – Takes you into the report mode or view mode of the report. In this mode you will see all results of all queries in the report. This button should only be used by Designers when creating reports as it uses cached data.</p>  |
|    | <p><b>Refresh</b> – Similar to Report, Refresh takes you into the report mode or view mode of the report, but clears all cached formula results prior to running the report. This button should always be used by Viewers when running reports to ensure you are getting the most current information.</p>  |
|    | <p><b>Jfx</b> – Starts the Jet Function Wizard which is used to create Jet Professional queries. The Jfx is broken down into the four main functions used to create Jet Professional reports.</p>   |
|    | <p><b>Report Wizard</b> – The Report Wizard is a simplified tool used to create Jet Professional reports from a single table in a step-by-step method.</p>  |
|  | <p><b>Table Builder</b> – The Table Builder creates an Excel table from one or more tables within the data source which can be used as the basis for PivotTables and charts.</p>  |
|  | <p><b>Browser</b> – The Jet Browser provides Designers with an easy-to-use way to explore their data source. Users can browse all of the tables in the data source, as well as discover fields and sample values contained within any given table. The Jet Browser also provides Designers with basic drag-and-drop functionality to build reports.</p> |
|  | <p><b>Snippets</b> – Snippets are small, reusable report parts that can be shared between Jet Professional users. Users can create Snippets for commonly used parts of reports with the ability to drag Snippets to any report. This is similar to a permanent clipboard for frequently used items in Jet Professional.</p>                             |
|  | <p><b>PivotTable</b> – Used to create PivotTables from a Jet Enterprise Cube.</p>   |
|  | <p><b>Drilldown</b> – Shows you the details of a query. The results are displayed in the Jet Data Grid, a customizable window that shows all fields and records that make up the result of a query.<br/><b>NOTE:</b> Microsoft Dynamics NAV users may also open the Drilldown in the RTC or Web Client.</p>   |
|  | <p><b>Debug</b> – If you see a “#VALUE” in a cell containing a Jet Reports formula, it means there is an issue. Select the cell and then choose the Debug button. The displayed message may help you in determining the issue.</p>  |
|  | <p><b>Schedule</b> – The Jet Professional Scheduler is a powerful tool that allows users to schedule Jet Professional reports to run automatically - without requiring further user interaction (if desired).</p>   |



|  |   |
|--|---|
|  | <b>Application Settings</b> – The Application Settings are user preferences and other application-wide settings that affect the behavior of the Jet Professional Excel add-in. These settings are unique to the user and machine and will not affect other Jet Professional users within the company.   |
|  | <b>Data Source</b> – Displays the current data source the report will pull data from if a user selects Report or Refresh. If multiple data sources are present, it also provides a way for users to change the data source for the report.  |
|  | <b>Company</b> – Displays the current company within a data source that the report will pull data from if a user selects Report or Refresh. If multiple companies are present within a data source, it also provides users the option to change the company for the report. This feature is only available for Microsoft Dynamics NAV or Dynamics GP users. |
|  | <b>Help</b> – Provides a drop-down menu of support related links.   |
|  | <b>Help &gt; Community Forum</b> – Visit the <a href="#">Jet Reports Community Forum</a> where you can discuss techniques, troubleshoot, and share ideas with other users around the world.   |
|  | <b>Help &gt; Technical Support</b> – If you have questions regarding software/hardware requirements, help with installation, or if you are receiving error messages or reports are returning #VALUE, reach out to our <a href="#">support team</a> .  |
|  | <b>Help &gt; Knowledgebase</b> – A <a href="#">searchable collection</a> of articles ranging in topics from installation and configuration to report design and troubleshooting.  |
|  | <b>Help &gt; Resources</b> – A <a href="#">central page</a> with links to get started, the most recent download of Jet Professional, tutorial videos and other helpful resources.   |
|  | <b>About</b> – Displays the current version, build and bitness of your installation.  |

To learn more about Jet Reports visit us online today at: [www.jetreports.com](http://www.jetreports.com)

Jet Reports delivers unparalleled access to data through fast and flexible reporting and business analytics solutions that are cost effective, provide rapid time-to-value and are built specifically for the needs of Microsoft ERP users.

Over 10,000 companies rely on Jet Reports every day for their financial reporting.