

## Custom Reporting

### Setup

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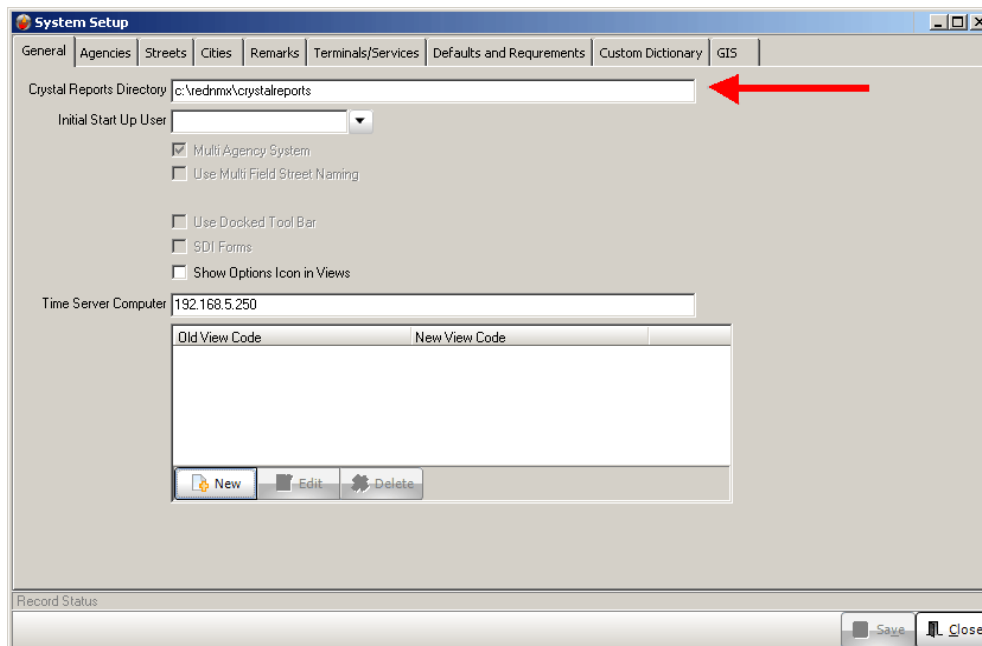
## Introduction

This manual describes how to setup the custom reporting module. You must have security access to the custom reporting module setup. It is assumed that the Crystal Report has been created, and the file has been save to a .RPT filename.

## Crystal Report Directory Setup

The Crystal Report directory must first be setup. Follow these steps.

1. Log on to the system as a user that has the RedAlert NMX System: System Setup security access.
2. Access the general system setup by selecting the main menu **System**, then select the select the sub menu **Setup**. Select the **General** tab.
3. Enter the Crystal Reports Directory in the space provide. This must be a shared directory that is accessible to all work stations that access RedNMX.



4. Save the settings.

## Work Station Setup

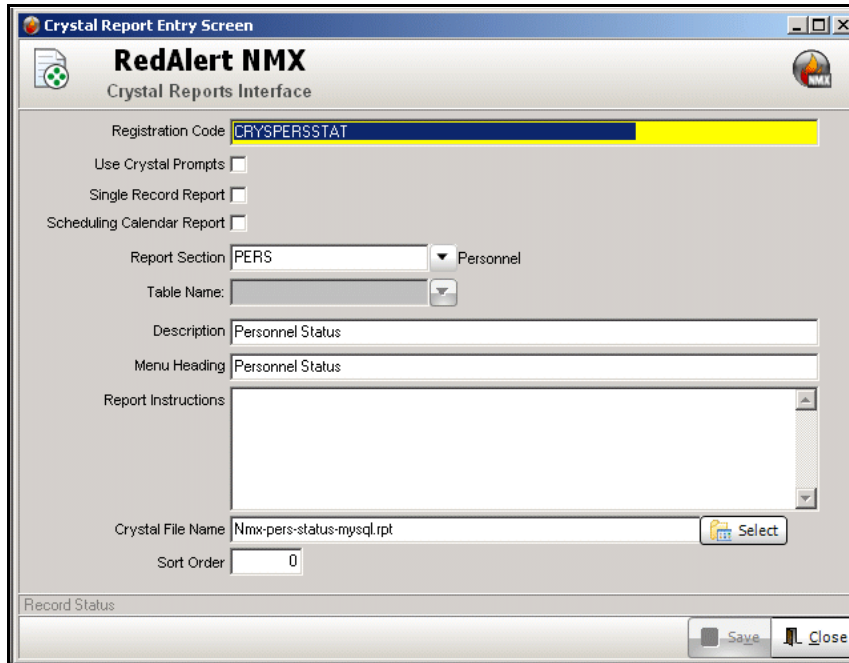
Follow these steps to setup the Crystal runtime system.

1. Download the InstallCrystalRDC.Exe file from the Alpine FTP site. This file is also in the  
\\<Server Name>\REDNMX\INSTALL  
directory.
2. Execute the installation file.

Please note that all computers that intend on running the report must have access to the Crystal Reports Directory.

### Adding Crystal Reports

This section covers how to add a report to the RedNMX Report Manager.



Follow these steps:

1. Select the main menu **System**, sub menu **Custom Reports**. This screen lists out all of the reports.
2. Press the Edit button to access a report entry screen. The following fields are entered in the screen.

Field	Description	Comments	Example
Registration Code	Registration code that represents the report.	N/A	NFIRSCROSSTABLE
Use Crystal Prompts	Use the prompts that are part of the Crystal Report.	The Crystal Report prompts are not user friendly.	Y or N
Single Record Report	This determines if it is a single record report that is found under the record report print driver.	Typical records include Locations, Incidents, Personnel and Inventory.	Y or N
Scheduling Calendar Report	This determines if a report is accessed from the Scheduling Calendar Manager.	This only applies to custom setups.	Y or N

Report Section	Menu choice that the report will fall under.	Use the drop down arrow to select the report section.	INC
Description	Brief description describing the report.	N/A	Incident County by Month
Menu Heading	Brief description that will be displayed in the menu heading.	Keep it short and to the point.	Incident County by Month
Report Instructions	List of instructions on how the report works.	N/A	List out all information that describes how to run the report, including parameters etc.
Crystal File Name	Complete file name, excluding directory that holds the report.	Use the Select button to select from the Crystal Reports Directory.	REPORT.RPT.
Sort Order	This determines the placement order of the report in the Single Record Report.	Enter a number in the space provided.	90.

3. Save the report.
4. Access the report security system to grant access to the report for specific users.
5. Log in as a user that has access to the report.
6. Go to the Report Manager and run the Report.

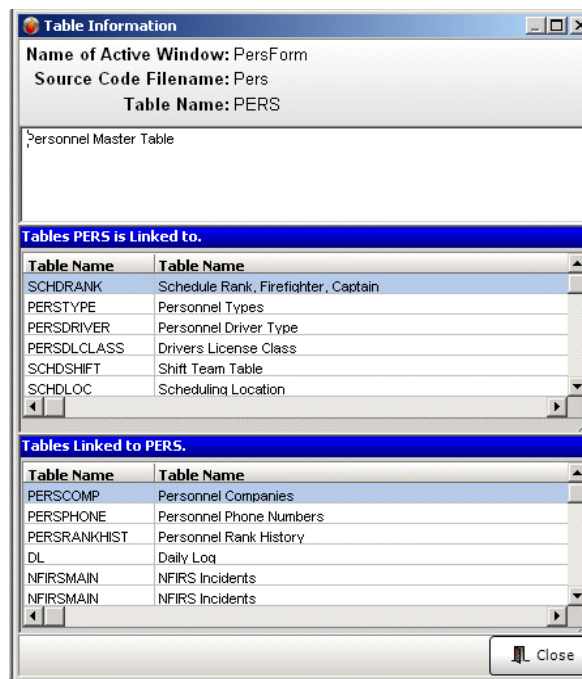
### Field and Table Definitions

There are two reports that lists out tables and fields. They are both found in the General Reports section of the report manager.

- RedNMX System Table List. This report lists out all of the tables.
- RedNMX System Table Definition. This report lists out all of the fields for each table.

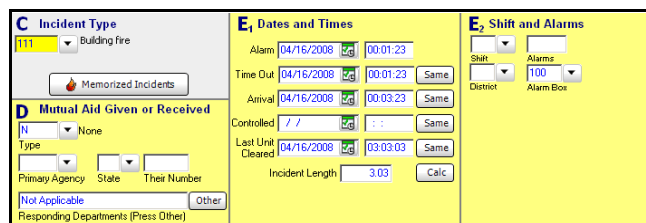
### Table Relationships

While viewing a entry screen, press the CTRL - F2 keys to access the following table screen. This screen displays how the tables are related.



### Accessing Field Definitions

This section covers how to access the field definition.



While editing a field, for example Incident Type or Situation Found, press the Ctrl - Alt - F combination of keys. This will bring up the RedNMX Field Definition Screen for the selected field. This screen contains information about the field.

