Custom Reports

Module Training Outline

Section	Page	Recommended Webinar
Overview Filters Prebuilt Sources Custom Personnel Source Creating Custom Reports Report Sources Configure Columns Filter Columns Edit a Column Add more Columns to a Report Source Generating a Report Running Multiple Reports & 	Page 2 Page 3-7	Help>Tutorial Videos[12.1] Custom Reports
Exporting to Excel Filtering Custom Reports • Set Filters	Page 7-8	
Copying Custom Reports Custom Reports Security Limiting Who Can View the Report	9	