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1. Understand on Toolbar

1.1 Report Object

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Icon	Name	Description
R.	Object Selection	standard mode of operation : mouse cursor selects object(s), modifies
		their sizes, etc.
2	Hand	allows dragging of whole report page
Q	Zoom	allows left-clicking to zoom in (adds 25% if already 25-75%, else adds 100%) or right-clicking to zoom out (subtracts 25% if already 50-100%, else subtracts 100%) holding left mouse button while dragging zooms in to selected area
T	Text Editor	allows in-place editing of "Text" object holding left mouse button and moving the cursor creates and sizes a new "Text" object and opens its editor
>	Format copying	allows Format copying from one "Text" object to others: select a "Text" object, click Format mode button, select Target "Text" objects in turn exit Format copying mode by clicking any other mode button
ц т	Band	an area on a design page which behaves according to its type (e.g. Header band, Data band)
Α	Text	displays one or more lines of text within a rectangular area
	Picture	displays a graphic file in "BMP," "JPEG," "ICO," "WMF" or "EMF" format
	SubReport	allows insertion of another report design page(New Page) within the host page.
Σ	System Text	displays either system information (date, time, page number, sum, etc) or aggregate values
	Check Box	displays a checkbox with either a tick or a cross
	Chart	displays data in various chart formats (pie chart, histogram, etc.)
A	RichText	displays text in Rich Text Format (RTF)
-2	Draw	displays a horizontal or vertical line and displays various geometrical shapes (diagonal line, rectangle, rounded rectangle, ellipse, triangle and diamond)
	Barcode	displays data as one of several barcode types



1.2 Align Toolbar

		아이 물		
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Icon	Name	Description
	Align Left	align left edges (to first selected object)
4	Align Middle	align horizontal centres (to first selected
	Align Right	align right edges (to first selected object)
	Align Top	align top edges (to first selected object)
0	Align Centre	align vertical centres (to first selected object)
	Align Bottom	align bottom edges (to first selected object)
6] -0	Space Horizontally	space equally in horizontal direction
	Space Vertically	space equally in vertical direction
-	Centre Horizontally	individually centre each object horizontally in band
-	Centre Vertically	individually centre each object vertically in band
+	Shrink/Grow Width to	set equal widths (same as first selected object)
	Smaller/Larger	
÷"	Shrink/Grow Height to	set equal heights (same as first selected object)
+	Smaller/Larger	



2. Sales Invoice Bands

2.1 Understand on Bands

2.1.1 Group Header

- Grouping Header
- To Print on every page, right click on Group Header Band, select reprint on new page
- 2.1.2 Master Data
- The *Main* Dataset of the report
- Normally Bind to Main Dataset
- Each Page allows to have 1 Main Dataset Only
- 2.1.3 Detail Data
- To display all *Item Details*
- 2.1.4 Group Footer
- Grouping Footer
- Display on Last Page only

2.1.5 Page FooterDisplay on *Every Pages*



2.2 Sample Layout in Design Mode

			Main,"DocNo"	
Invoice			Duplicate Copy	
Biling Address [Main." Address1"] [Main." Address1"] [Main." Address2"] [Main." Address3"] [Main." Address4"]	ne"]	Delwery Address + [Main."BranchName"] + [Main."DAddress1"] [Main."DAddress3"] [Main."DAddress4"]		Group Header
Attn [[Main."Attention"] Tel [[Main."Phone1"] Fax [[Main."Fax1"] [Castorie Account Safes 5 [[Main."Code"] [[Main No]]ten CodeDecryp	scutve <u>Currery Rate From Doc Case</u> in."Agent [Main."C.[Docume	Attn ^T [Main."DAttention"] Tel ¹ [Main."DPhone1"] Fax ¹ [Main."DFax1"] Fax ¹ [Main."DFax1"] Trom Doc. No. ¹ [Poor Monte Total Plane Monte Total Pl	H H Doc [Main."DocD retural_flots unarc_curreter	Master Data
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[Merc GroupFoote:: GroupFoote1 [Document_Qurrency, 'Dr <profile, "ourrencylang"=""> L</profile,>	reitem Code. "Description3"] escription"] : [CurrencyTolangWo >)]	rd(<main. "docamit"="">, DocAmit">, Diff(<main. "ourrencycode"=""> [IIFf(GetTota["] [IIFf<main. "ourrencycode"=""> [IIFf(SMain. "OurrencyCode"> [IIF(<adjround." [IIF(<main. "currencycode"=""> [Main. "LocalDoc</main.></adjround." </main.></main.></main.>	s"[FormatFloat(<0;pi) TIF(GatDiscValue Contract Format TIF(<adrouto IIF(<adrouto< td=""><td>Detail – Without Merge Same Item Code (Tools -> Option -> Miscellaneous - Unticked)</td></adrouto<></adrouto 	Detail – Without Merge Same Item Code (Tools -> Option -> Miscellaneous - Unticked)
Nemoti Tems [Main. "Tems"] Fas Samatan No. [Document_Company."Ta	[Main."DocRef1"]	[Perf 2 [Main. "DocRef2"] [Perfile: "Carpar	Authonsol Signature ¹ Mame ¹¹ (Profile: "Registantio")) —	Group Footer
PageFooter: PageFooter1				Page Footer



2.3 Sample Layout on Preview Mode



2.4 **Print Position**

- Group Footer content will be printed at the pixel value input.
- Higher Value = Higher Footer
- without setting with print position, the group footer will be printed after the document detail records.



- Example Source Code: if Engine.FreeSpace < (GroupFooter1.Height + PageFooter1.Height + 30) then Engine.NewPage; Engine.CurY := Engine.PageHeight - GroupFooter1.Height - PageFooter1.Height - 60;
- 2.4.1 How to do the Print Position setting in 2.4.1.1 Click on Group Footer -> Click on Properties -

Higher Value = Higher Footer

rePrint

Event Name



2.4.1.2 Adjust the value

```
procedure GroupFooter1OnBeforePrint(Sender: TfrxComponent);
Higher Value, higher Footer
begin
if Engine.FreeSpace < (GroupFooter1.Height + PageFooter1.Height + 30) then Engin
Engine.CurY := Engine.PageHeight - GroupFooter1.Height - PageFooter1.Height - 60;
end;</pre>
```



2.5 Stop Position vs Print Count

Stop Position	Print Count
Details will stop at the input value	Details will stop by number of records
	inputs
Recommend	Not recommend if using More Description
Value in Pixel	Number of Records

2.5.1 How to do the Stop Position in Report?

2.5.1.1 Right click DetailData1 -> Click on Events Tab -> Double click onAfterCalcHeight name



2.5.1.2 Setting the stop position

iv) value in Pixel, example if you want to stop on 9.5 Inch, begin // Example Stop position on 9.5 inch * 96 = 912 if TfrxDetailData(Sender).Visible and (Engine.CurY + DetailDatal.Height >= 912) then Engine.NewPage; end;

2.5.2 How to do the Print Count setting in Report?

2.5.2.1 Right click DetailData1 -> Click on Events Tab -> Double click onAfterCalcHeight name



File Edit Report View Help	
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DetailData1: TfrxDetaID	Main. *C [Document_]Document_0 [User. *Cod [PAGE] of [Main.*Do_(Main.*Doc)] Main.*C [Document_]Document_0 [User.*Cod [PAGE] of [Main.*Do_(Main.*Doc)] MasterData: Main.*C [Document_Diplots] MasterData: Main.*Dot Main.*C [Document_Diplots] MasterData: Main.*Dot Main.*Dot Main.*Dot Main.*Dot Main.*Dot Main.*Dot GroupHeader: GroupHeader: GroupHeader: Document_Detail.*FromDocNo* DetailData: Description3* If Doc is folder: If Doc is folder: Document_Detail.*FromDocNo* GroupFooter: GroupFooter: GroupFooter: MargettemCode Description 3* MargettemCode MargettemCode: Description 3* MargettemCode MargettemCode MargettemCode MargettemCode MargettemCod
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	Payment Terms "Bef 1 "Bef 2 Text Ancast" Total Payetad [Main."Terms" [Main."DocRef1"] "[Main."DocRef2"] "[FormatFloat [Main."DocAmt"] Text Demotion No
Centimeters 0.00; 12.30 19.96; 1.32	DetaiData1: Document_Detail

2.5.2.2 Set number of records

•	procedure DetailDatalOnBeforePrint(Sender: TfrxComponent);
280	begin
•	DetailData1.Visible := <option."mergesameitercode"> Felget</option."mergesameitercode">
•	DetailData2.Visible := <option."mergesamei iv)="" number="" of="" record<="" set="" th=""></option."mergesamei>
•	
•	// For Print Count 20
285	if TfrxDetailData(Sender).Visible and (<line#> mod 20 = 1) and (<line#> > 1) then Engine.NewPage;</line#></line#>
•	end;

Small Tips :

- *i)* Set Either Print Count or Stop Position
- *ii) use // to disable the command*
- *iii)* When you set both Print Count and Stop Position, system will capture Print Count.



2.5.3 Sample on Print Position / Stop Position

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3. How to design Simple Sales Invoice?

- → i) Preview Invoice
- → ii) Click on Report Name to enter to Design Mode

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		н.
	Click on Report Name to enter to Design Mode	v 2
Page 1 of 1 19.12.2020 11:12:32 Sales Invoi	ke 8 (SST 3).ir2	

3.1 Add PICTURE

3.1.1 Click on Picture Object

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	i) Click on Picture Object 🛛 🔍 🖳 🖆 🖄 🖉 🐇 🖿 🛍 🔊 蚀 🏹 👯 100% 🔻
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Code (Data Page1)	

3.1.2 Place on Report Page



|--|



3.1.3 Click on Load



- 3.1.4 Select the Picture on your local drive
- 3.1.5 Click on 🗸



3.1.6 Adjust to the desire size



ii) Capture Picture from Report Dataset



/Code (Data)	Page1									
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Description				17.1	able	Name				

3.2 Text Memo

- Add Customer Email Address
- 3.2.1 Click on Text Memo



3.2.2 Place on Report Page



3.2.3 Enter Text : Email



- 3.2.4 Repeat Step 3.2.1 & 3.2.2
- 3.2.5 Select Document_CompanyBranch -> Email Expression



3.3 Rich Text Object

- Add Note
- 3.3.1 Click on RichText Object



- 3.3.2 Place on Report Page
- 3.3.3 Select Main -> Note

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-	5	Terr	OK		iv) Press	on OK		



3.4 System Text

3.4.2 3.4.3

- Add Sum Qty
- 3.4.1 Click on System Text Object

i) Click on System Text Code Data Page Place on the Report Page Select Aggregate value System Memo i) Click on Aggregate Value ii) Click on Aggregate Value Aggregate value Function Data band DetaiData1 DataSet DataField Expression Count Invisible bands iii) Select function, Data band, Data set and Data Field iii) Press OK Cancel	Click on System	Text Object
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ii) Select function, Data band, Data set and Data Field Text OK Cancel	Count invisit	ple bands
st Data set and Data Field		
O Text	ii) Se	lect function, Data band,
iii) Press OK	Da	ata set and Data Field
iii) Press OK		
OK Cancel		iii) Press OK
OK Cancel		
		OK Cancel

- 3.5 Draw Line
- 3.5.1 Click on Line



3.5.2 Place on the Report Page



3.5.3 Draw a line

Payment Terms	[Main."DocRef1"]	[Main."DocRef2"]	Tax Amount [FormatFloat [Main."DocAmt"	
*ax Exemption No [Document_Company."TaxExempt			i) Draw the line	re D
[Main."Note"]	-16			

3.6 Center Horizontally in Band

- Display the object in center horizontal

- 3.6.1 Click on Object you want to show in center horizontal
- 3.6.2 Click on Center Horizontally In Band



3.6.3 Done



3.7 Align Left / Middle / Right

3.7.1 Click on the multiple Object to Align as same alignment. System will follow the first object as alignment



3.7.2 Done



3.8 Save the File

- 1. File -> Save As -> Enter Report Name -> Save
- 2. Preview and see the result

Result:







4. How to create the Subreport in Report?

-> Preview Invoice

-> Click on Report Name to enter to Design Mode

Sales Invoice 8 (SST 1).fr3		
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Page 1 of 1 31.12.2120 11:12:22 Sales Involve	Clock of respect name in enter to Design Mode	v 2

4.1 Click on Subreport Object

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4.1.1 Place on Report Page you want to show.



Invoice	Duplicate Copy
Billing Address	Delivery Address
[Main."CompanyName"] [Main."Address1"] [Main."Address2"] [Main."Address3"] [Main."Address4"]	Thain."BranchName"] 1 [Main."DAddress1"] 1 [Main."DAddress2"] 1 [Main."DAddress3"] 1 [Main."DAddress4"] 1
[Attn][Main. "Attention"]	[Attn][Main. "DAttention"]
_Tel [[Main."Phone1"] [Fax _[Main."Fax1"]	Tel [Main."DPhone1"] _Fax [Main."DFax1"]
Customer Account Tales Executive Tourrency Rate Thom Doc Date	Triam Dac Na TName Trage Na Dac Na. T Dake
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MasterData: MasterData1	📷 Main
GroupHeader: GroupHeader2	Document Detail."FromDocNo"
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DetailData: DetailData1	Document_Detail
[n m/I[Document_Detail."Description"] I [n[Document_Detail."Description3"] [Document_Detail."Detail."DtKey">)]	
GroupFooter: GroupFooter2	
DetailData: DetailData2	MergeItemCode
[[1 TN][MeraeItemCode."Description"] [[MeraeItemCode."Description3"]	n_IMerneite_IMern_IMerneiten_IMerneiten_IMerneiten_IMerneite_IMer

4.2 System will prompt a new blank page for Subreport

/Code (Data Pag	e1 Subreport1	
Object Inspector		Taport Tree
Page2: Tfr:Report	rtPage	A Memo4I
		A Memo4
Properties (Ever	nts d	A Memo5
BackPicture	(Not assigned)	 A Memo5
BackPicturePrin	rt 🗹 True	- A Memo5
BackPictureStre	True	— A Memo5
BackPictureVist	SUTTUR	— A Memo5
BottomMargin	0	- A Memo5
Color	dNone	— A Memo5i
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4.3 Click on Insert Band to design the layout or insert the data

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**May refer 2.1 Understand Bands at Page 4 on what band to use



5. Check Box

5.1 Simple CheckBox

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5.1.2 Place on the place you want to show.



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5.1.3 Press on the button

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5.1.4 Select the frame design

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	OK Cancel



5.1.5 Change to False

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5.1.6 Save the File i) File -> Save As -> Enter Report Name -> Save

ii) Preview and see the result

Result:

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Fax 02-9864876							Fa	X	02-9864876				
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5.2 Query to show Check Box either True to False

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5.2.2 Place a Query below

```
procedure CheckBoxlOnBeforePrint(Sender: TfrxComponent);
begin
    if <Main."UDF_updated"> = 'T' then
        checkboxl.checked := true
    else
        checkboxl.checked := false;
    // CheckBoxl.visible := <Main."UDF_updated"> = 'T'
end;
```

Query : if <Main."UDF_updated"> = 'T' then checkbox1.checked := true else checkbox1.checked := false;



6. How to do Report Watermark?

Step 1 : Insert Band | Select Overlay

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Step 2 : Insert Picture / Text to load in the water mark



Step 3 : Overlay size can drag the same size as A4/Letter, and place the watermark on the position you want to show.



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Step 3: File | Save As: Enter report name

Step 4 : Preview and see the Result :

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Page 1 of 1 06.07.2021 17:32:52 Sales Invoice 8 (SST 1) - waterman		đ



FAQ

1. Unit price is 0, display as FOC In Memo, enter at following syntax :

[FormatFloat(',0.00;-,0.00;FOC ',<Document_Detail."UnitPrice">)]



2. Document Currency Description Cents change to Sens

[Document_Currency."Description"] : [StringReplace(CurrencyToLangWord(<Main."DocAmt">, <Profile."CurrencyLang">), 'CENTS', 'SENS', TRUE)]

