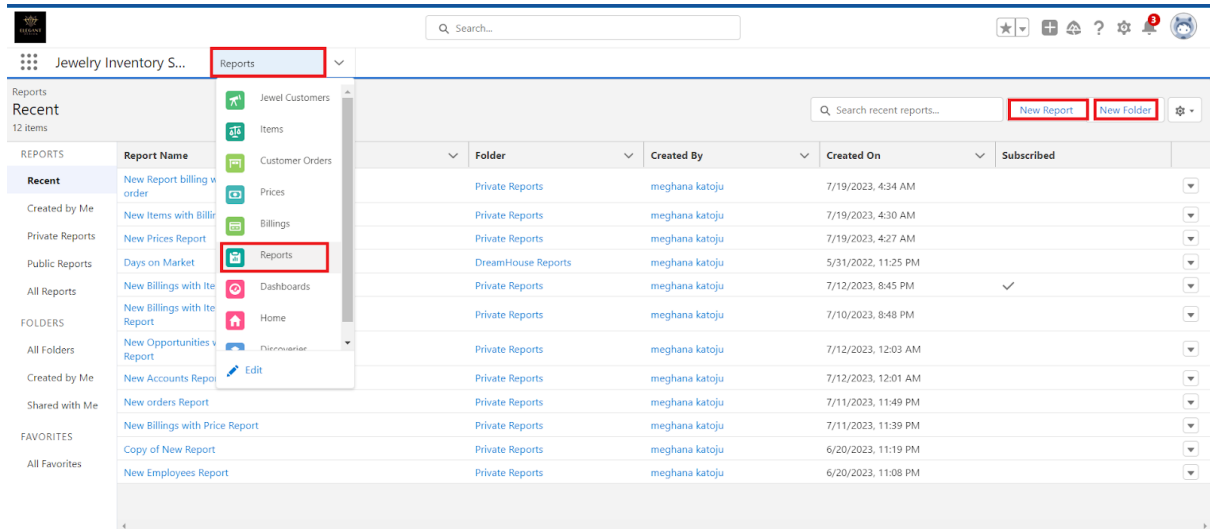
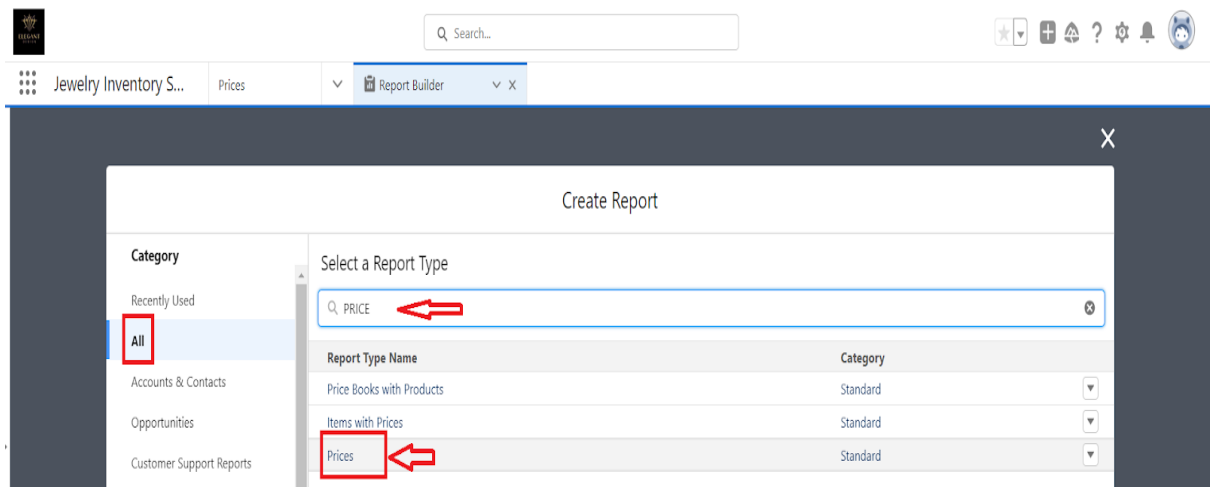


Create Report

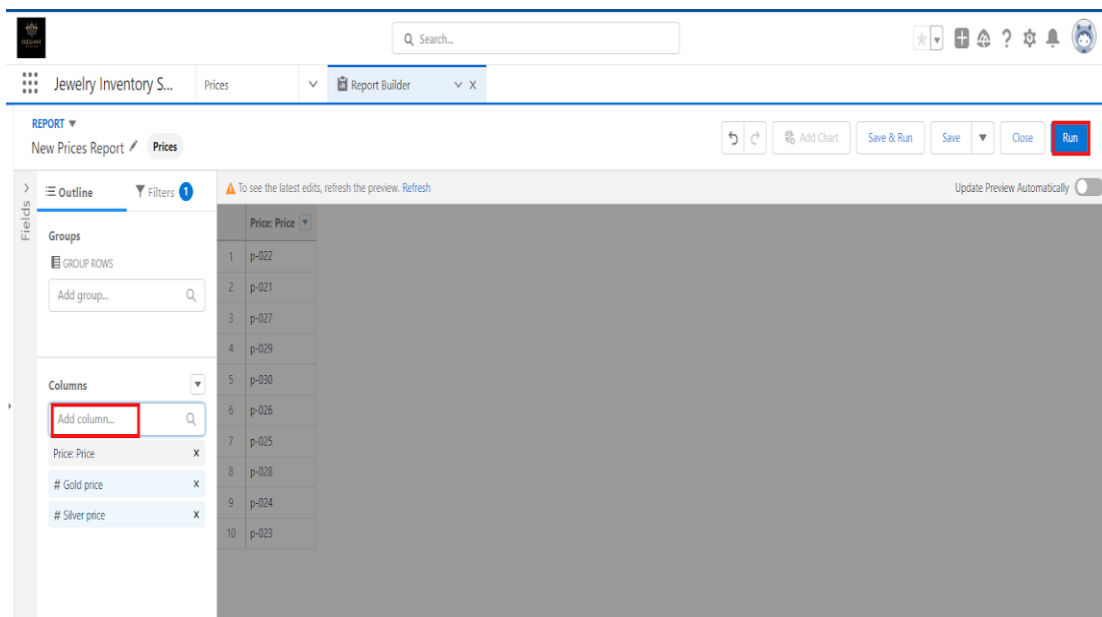
1. Go to the app ? click on the reports tab
2. Click New Report.



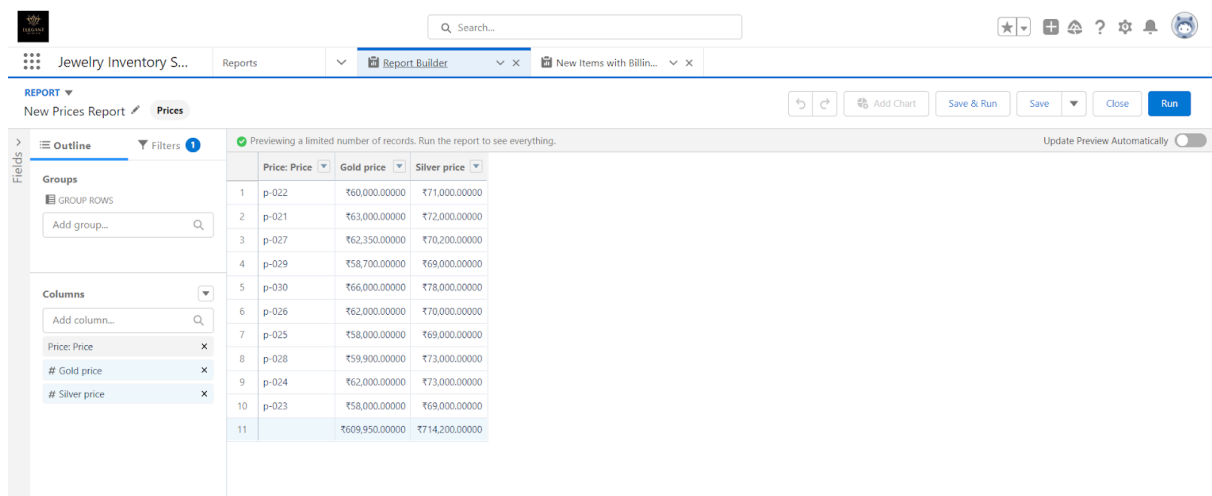
3. Select report type from category or from report type panel or from search panel ? click on start report.



4. Customise your report
 - Add fields from the left pane as shown below.



5. Save or run it.



Note: Reports may get varied from the above pictures as the data might be different.