



Version: 4.2.2

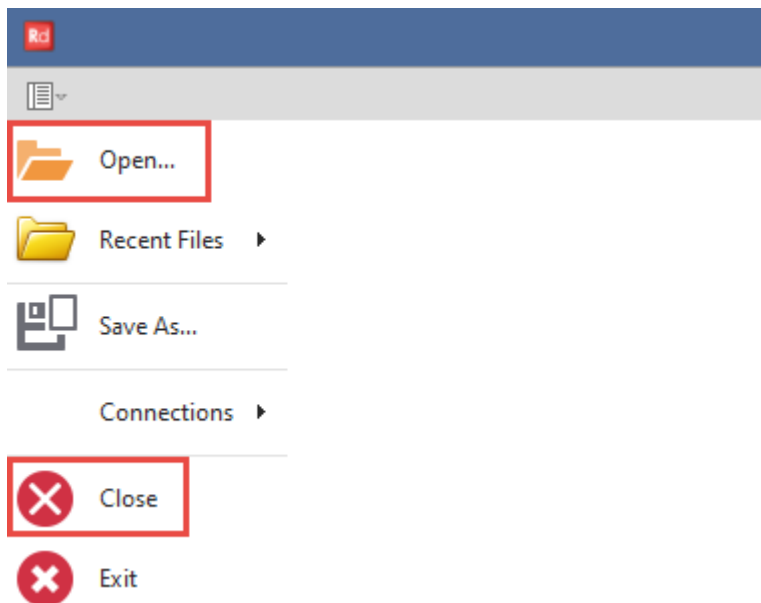
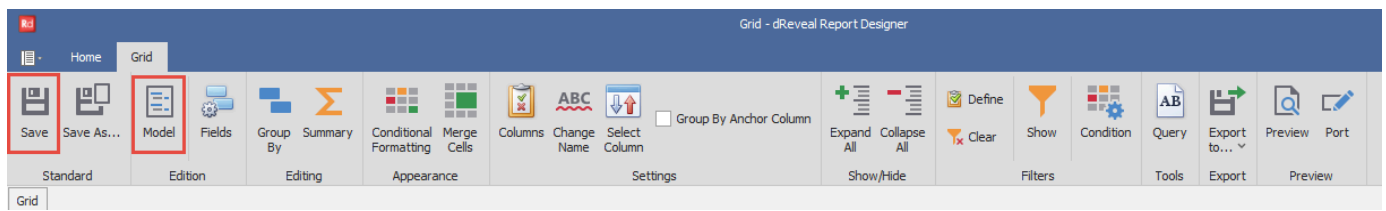
Managing your Grid Report

Article 08/22/2023

When you access dReveal Grid Designer, the first thing you will notice is an empty screen. Now, let's shift our focus to the ribbon, specifically to the five options detailed below. These options are crucial for managing your reports efficiently:

1. **Create a New Grid Report:** (*New*) This option allows you to start from scratch and create a new grid report. To do so, you will select a connection, then choose a model, followed by selecting the main view. Afterward, you will include the columns that will be part of your report of the selected model, assign the report title, and lastly, the file name.
2. **Open an Existing Grid Report:** (*Open...*) This option allows you to access previously created grid reports. If you have grid reports that you have worked on before, this is where you'll go to open them and continue editing.
3. **Close the Current Grid Report:** (*Close*) When you're finished editing or need to switch to a different grid report, this option comes in handy. It allows you to close the current grid report you're working on without closing the Grid Designer.
4. **Save Modifications:** (*Save*) This option is all about saving your hard work. Click on it to save any changes you've made to your grid report. Regularly saving your progress ensures that you don't lose your work.
5. **Model Edition:** (*Model*) This option allows you to edit the model of your grid report, this model is embedded in the grid report file.





Note: Throughout this tutorial, we'll delve into the remaining ribbon icons.

These five options are the foundation for managing your grid report effectively within dReveal's Grid Designer.