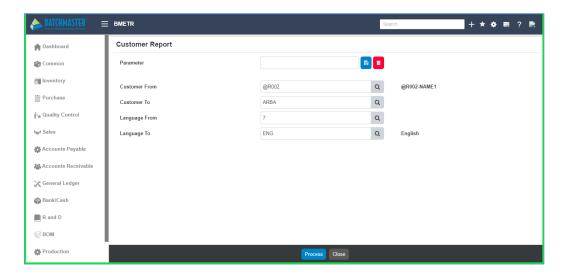
Customer Report

From the *Customer Report* screen you can generate a report showing all the customers defined using the *Customer* screen. You can set the filtering parameters to generate the report. When BatchMaster WEB has processed the set report parameters, the results will be displayed as a Crystal Report ready for print and export.

Go To: Sales → Sales Master Reports → Customer Report.

Click on the *Customer Report* option to open the *Customer Report* window. On the *Customer Report* window, filtering parameters can be used to define the scope for processing the report.



Generating a Customer Report

- 1. Open the Customer Report window.
- 2. Specify the range of customers for which the report needs to be generated at the *Customer From* and *To* fields. Leaving the range fields blank is equivalent to selecting the first and last available options, respectively.
- 3. Specify the range of languages associated with the selected customers at the *Language From* and *To* fields. Leaving the range fields blank is equivalent to selecting the first and last available options, respectively.
- 4. Click the Process button.

An example of a generated Customer Report is provided below.

