

Configuring

[Configuring](#) / Configuring to use Reports

Configuring to use Reports

After you read the Reports overview and usage scenario, configure to use Reports by doing the tasks described in this section.

After the initial configuration is complete, test your data collection to the Reports database tables to verify that the data you expect is being collected.

In this section:

[Configuring to connect to the Reports database](#)

RICOH ProcessDirector stores the data collected by data collectors and **WritePropsToReportsDatabase** steps in a PostgreSQL database.

[Configuring data collectors](#)

You can use data collectors to capture property values and store them in tables in the Reports database. Each property is stored in a column in the database table specified in each data collector.

[Adding steps that store property values in the Reports database](#)

You can add steps to your workflows to capture job and document property values and store them in the Reports database.

[Uploading data using data transmitters](#)

You can use data transmitters to extract property values captured and stored by data collectors in the Reports database, then send them to another application.

[Removing expired data from the Reports database](#)

Data collectors store valuable information about your printing operations. However, at some point, the information is no longer useful and can be deleted. You can create a schedule for removing expired data from your database tables.

Parent topic: [Configuring](#)