21. Reports and Dashboards - 16 June 2021

Definition: A Report is used to summarize the records.

A Dashboard is used to visualize the report.

Report Types:

1] Tabular Report

2] Summary Report

3] Matrix Report &

4] Joined Report

Report Types:

1] Tabular Report

* Simple Tabular Report
* Save As
* Export
* Excel 🡪 PDF
* Date Field Filter
* Field Filter
* Gender 🡪 Contains
* My Customer, All Customer
* Aggregate Functions
* Ascending and Descending
* Bucket Field 🡪 Is used to bifurcate (Category Wise) the records.

