

Knowledgebase > Inventory Manager (fka DataCollection) > Setup > DataCollection Grid Reports

DataCollection Grid Reports

Megan De Freitas - 2025-06-11 - Setup

Overview

Grid Reports are powerful reporting tools that can be set up to display a wide range of information. Their primary purpose is to provide a mechanism to create and run simple reports based on SQL queries and user input.

Note: Grid Reports are only available in Advanced Console and Warehouse Management.

Security

To enable Grid Reports in DataCollection, go to the Security Editor (Modules > System > Security Editor) and filter to *Grid Reports*. Make sure *Grid Reports* module is checked for the desired user group and save your changes. Log off and log back in for changes to take effect.

Recurity Ed	litor 🗙				
📑 Close 🛛 📙	Save	📕 Reset Database Versio	on 📑 Refresh Licenses		
System Users			System Groups		
🕄 New 🛛 🙆	Delete		🕒 New 🔞 Delete	Security	
User Name		Security Group	Security Group	Enabled	Plugin Name
					grid reports
convergence		Admin	Admin	V	GridReports*
sa		Admin			
salespad		Admin			
				× 🗸 S	Starts with ([Plugin Name], 'grid reports') 💌 Edit Filter
User Name convergence		ence			
Password	word •••••••				
Display Name	Display Name				
	Locke	ed			
Reset Password Next Login					
Security Group	Admin	*			

Usage

To activate Grid Reports, use the following steps:

- 1. Go to the Modules folder.
- 2. Scroll down to Reports.
- 3. Click Grid Reports.

1 1 1						
Арр	lication	×	Γ			
Inve	ntory	۲	Γ			IIII
Prin	ting	×				.
Pure	hasing	۲		Print		Print Bin
Rep	orts	•			idRep	
Sale	s	۲	-			
Syst	em	•	L			

The following screen will appear:

The following screen	will appeal.
	🖳 💐 🌛 🚳 🤪 🗐 🔟
Inventory Bin Lookup Serial Lot Print Item Lookup Attributes Labels	Print Bin Receipt Receiving Receipt Package Package GridReports Labels Monitor Processing Setup Editor
Inventory 🖓 Printir	ing 🕫 Purchasing 🖓 Sales 🖓 Reports 🖓
GridReports ×	
Close 🔕 Refresh	
Reports	Selected Report
🖶 Expand All 🛛 📟 Collapse All	🐼 Refresh 🧳 Design 📝 Edit DataSet
Report Type Report Name Category -	

Grid Reports Screen

GridReports ×						
Close 🙆 Refresh						
eports			Selected Re	por	t	
Expand All 🔲 Collapse	e All		🙆 Refresh	1	🖉 Design 🛛 📝 Edit DataSet	Reset Layout
portType	Report Name	Category 🔺	ID		Barcode	Item Number
Category: Grid Reports	5				23456	HD-20
Grid Report	Item Pricing	Grid Reports				
Category: Misc						
Grid Report	Item Barcode Maintenance	Misc				
Grid Report	Sales	Misc				
	Close SRefresh eports Expand All Collapse port Type Category: Grid Reports Grid Report Category: Misc Grid Report	Close SRefresh eports Expand All Collapse All port Type Report Name Category: Grid Reports Grid Report Item Pricing Category: Misc Grid Report Item Barcode Maintenance	Close Sefresh eports Expand All Collapse All port Type Report Name Category • Category: Grid Reports Grid Report Item Pricing Grid Reports Category: Misc Grid Report Item Barcode Maintenance Misc	Close Close Refresh Peports Expand All Collapse All Port Type Report Name Category Category: Grid Reports Grid Report Item Pricing Grid Reports Category: Misc Grid Report Item Barcode Maintenance Misc	Close Refresh eports Expand All Collapse All port Type Report Name Category ID Category: Grid Reports Grid Report Item Pricing Grid Reports Category: Misc Grid Report Item Barcode Maintenance Misc	Close

Reports Panel

-	port Type	Report Name	Category
	Category: Grid R	eports	
	Grid Report	Item Pricing	Grid Reports
/	Category: Misc		
	Grid Report	Item Barcode Mainten	Misc
	Grid Report	Sales	Misc

Expand All: Expands report categories.

Collapse All: Collapses report categories.

Report Name - Column header that displays the given name of the reports.

Report Type - Column header that displays the type of report, such as grid or printed report.

Selected Report		
🛐 Refresh 🛛 🥖 Design 🛛 📝 Edit	t DataSet 🛛 🙀 Reset Layout 👋 Import 🛛 🕱 B	Export 🛯 🗃 Print 🔲 Autorun Report
Item_Number UofM_Schedule		
ITEMNMBR	ITMSHNAM	ITEMDESC
100XLG	Phone	Green Phone
128 SDRAM	RAM	128 meg SDRAM
24X IDE	CD ROM	24x CD-ROM
256 SDRAM	RAM	256 meg SDRAM
32 SDRAM	RAM	32 meg SDRAM
32X IDE	CD ROM	32x CD-ROM
333PROC	Processor	333 Processor
4.5HD	Drive	4.5 gig Hard Drive
400PROC	Processor	400 Processor
40X IDE	CD ROM	40x CD-ROM
450PROC	Processor	450 Processor
500PROC	Processor	500 Processor
6.5HD	Drive	6.5 gig Hard Drive
64 SDRAM	RAM	64 meg SDRAM
8.4HD	Drive	8.4 gig Hard Drive
4 100	a	Austra Contant

Selected Report Panel

Actions Toolbar

Refresh - Runs the grid report and updates any changes made to the report.

Reset Layout - Resets any layout changes made to the report to the default setting.

Import - Allows users to import an existing *.xml or *.sprept file to create a new report.

Export - Exports the report data into an Excel file.

Print - Opens a Print Preview window allowing users to print grid report data.

Autorun Report - Determines if the report will automatically update data when it is selected from the Reports Panel.

Note: Design and Edit DataSet functions are only available in Report Manager.

Grid Reports Reference Guide

For a complete list of available XML attributes and tags, please refer to <u>Quick Reports</u> <u>Reference Guide</u>.