

**Slide 1 - Slide 1**

IES Client v8.29 : My IES  
Help Submit Quit Functions Commands

**QUICK REPORTS** SAVE

Quick Report Key	ATMAST
*Descr	Asset Master
Source Filename	atmast
Heading	Asset Master
Header Subroutine	
Footer Subroutine	

[Select DataNames](#) [Re-select Column Order](#) [Select Data Selectors](#)  
[Select Breaks](#) [Query Report Width](#)  
[Select Page Breaks](#) [Select Totals](#) [Select Sorts](#)

**Data Names**

1	RKEY
2	DESCR
3	GROUP

**Breaks**

1	GROUP
---	-------

**Page Breaks**

1	
---	--

**Totals**

1	
---	--

**Sort By** Dsmd / Exp

1	GROUP
---	-------

**Data Selector(s)**

1	atmast-fromto	ASSET CODE RANGE
---	---------------	------------------

Verb: list  
Type: 2: Rep / Qry

Runtime Header  
 Detail Suppress  
 Id Suppress  
 Inhibit Versions  
 Double Space

**Slide notes**

The Runtime Header, when checked, allows the User performing the Report to change the Heading on demand.

Slide 2 - Slide 2

The screenshot shows the 'Quick Reports' configuration interface in the IES Client v8.29. The window title is 'IES Client v8.29 : My IES' and the menu includes 'Help', 'Submit', 'Quit', 'Functions', and 'Commands'. The main area is titled 'QUICK REPORTS' and contains the following sections:

- Configuration Fields:**
  - Quick Report Key: `ATMAST`
  - \*Descr: `Asset Master`
  - Source Filename: `atmast`
  - Heading: `Asset Master`
  - Header Subroutine: (empty)
  - Footer Subroutine: (empty)
- Customization Links:**
  - Select DataNames
  - Re-select Column Order
  - Select Breaks
  - Select Page Breaks
  - Select Totals
  - Select Sorts
  - Select Data Selectors
  - Query Report Width
- SAVE** button
- Icons:** Refresh, Print, Export, Import
- Verb:** list
- Type:** 2: Rep / Qty
- Options:**
  - Runtime Header
  - Detail Suppress
  - Id Suppress
  - Inhibit Versions
  - Double Space
- Configuration Lists:**
  - Data Names:**

1	RKEY
2	DESCR
3	GROUP
  - Breaks:**

1	GROUP
---	-------
  - Page Breaks:**

1	
---	--
  - Totals:**

1	
---	--
  - Sort By:**

1	GROUP	Dsnd / Exp
---	-------	------------
  - Data Selector(s):**

1	atmast-fromto	ASSET CODE RANGE
---	---------------	------------------

Slide notes

Slide 3 - Slide 3

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

QUICK REPORTS

SAVE

Quick Report Key: ATMAST  
\*Descr: Asset Master  
Source Filename: atmast  
Heading: Asset Master  
Header Subroutine:  
Footer Subroutine:

Select DataNames  
Re-select Column Order  
Select Breaks  
Select Page Breaks  
Select Totals  
Select Sorts

Select Data Selectors  
Query Report Width

Verb: list  
Type: 2: Rep / Qty

- Runtime Header
- Detail Suppress
- Id Suppress
- Inhibit Versions
- Double Space

Data Names	Breaks	Page Breaks	Totals
1 RKEY	1 GROUP	1	1
2 DESCR			
3 GROUP			

Sort By	Data Selector(s)
1 Dsnd / Exp GROUP	1 atmast-fromto ASSET CODE RANGE

Slide notes

**Slide 4 - Slide 4**

The screenshot shows a window titled "IES Client v8.29 : My IES" with a menu bar (Help, Submit, Quit, Functions, Commands) and a toolbar. The main content area is titled "Document" and contains the following text:

**CURRENT PROCESS = [PARA] QUICK REPORT**

Check this Field for the User to be offered the Default Report Heading at Runtime. This is useful for Reports where the User may wish to amend the Report Heading, perhaps to indicate what is being selected for or included in the Report.

Example of Default Report Header:

    Alerter Audit Log.

User perhaps Amends to read:

    Alerter Audit Log for IES DataMart.

Function

    Quick Report Definition.

Caution

    None.

Description

    Quick Reports are easy and quick to define, but are nevertheless quite powerful.

    Quick Reports also allow you to maintain your own versions of a system Report, by changing around the columns, excluding some, including others,

On the right side of the document, there is a "Next" link, a "Make a copy -" button with a "Text Copy" link, a "Search Phrase" input field, and a "Search" button. Below the document, a "Doc Key" field contains the text "tt\*userdirect".

**Slide notes**

The Help explains this.

### Slide 5 - Slide 5

The screenshot displays the 'QUICK REPORTS' configuration window in IES Client v8.29. The window title is 'My IES' and it includes a menu bar with 'Help', 'Submit', 'Quit', 'Functions', and 'Commands'. Below the menu bar is a toolbar with icons for search, home, back, forward, and refresh. The main area is titled 'QUICK REPORTS' and contains several configuration sections:

- Quick Report Key:** ATMAST
- \*Descr:** Asset Master
- Source Filename:** atmast
- Heading:** Asset Master
- Header Subroutine:**
- Footer Subroutine:**

On the right side, there are several links: [Select DataNames](#), [Re-select Column Order](#), [Select Breaks](#), [Select Page Breaks](#), [Select Totals](#), [Select Sorts](#), [Select Data Selectors](#), and [Query Report Width](#). A [SAVE](#) button is also present.

Below these links are four vertical list boxes for configuration:

- Data Names:** 1 RKEY, 2 DESCR, 3 GROUP
- Breaks:** 1 GROUP
- Page Breaks:** 1
- Totals:** 1

Below the list boxes are two more configuration sections:

- Sort By:** Dsmd / Exp, 1 GROUP
- Data Selector(s):** 1 atmast-fromto ASSET CODE RANGE

On the right side, there are additional controls: a 'Verb' dropdown set to 'list', a 'Type' dropdown set to '2: Rep / Qty', and a set of checkboxes:  Runtime Header,  Detail Suppress,  Id Suppress,  Inhibit Versions, and  Double Space.

### Slide notes

### Slide 6 - Slide 6

The screenshot displays the 'QUICK REPORTS' configuration window in IES Client v8.29. The window title is 'IES Client v8.29 : My IES'. The main area is titled 'QUICK REPORTS' in a blue header. Below the header, there is a configuration table for the report key 'ATMAST'.

Quick Report Key	ATMAST
*Descr	Asset Master
Source Filename	atmast
Heading	Asset Master
Header Subroutine	
Footer Subroutine	

Navigation links are provided on the right: [Select DataNames](#), [Re-select Column Order](#), [Select Breaks](#), [Select Page Breaks](#), [Select Totals](#), [Select Sorts](#), [Select Data Selectors](#), and [Query Report Width](#). A [SAVE](#) button is also present.

Configuration options on the right include:

- Verb: list
- Type: 2: Rep / Qty
- Runtime Header
- Detail Suppress
- Id Suppress
- Inhibit Versions
- Double Space

The main configuration area contains four list boxes: 'Data Names', 'Breaks', 'Page Breaks', and 'Totals'. Each list box has a vertical scrollbar and a small arrow icon at the top right.

- Data Names:** 1 RKEY, 2 DESCR, 3 GROUP
- Breaks:** 1 GROUP
- Page Breaks:** 1
- Totals:** 1

Below these list boxes are two more configuration areas:

- Sort By:** Dsmd / Exp, 1 GROUP
- Data Selector(s):** 1 atmast-fromto ASSET CODE RANGE

### Slide notes

## Slide 7 - Slide 7

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

IES REPORTS AND QUERIES: - User Instructions

NAME: TEST

1: - CHOOSE VERSION [Versions](#)

Report Version: System Version: Asset Master

2: - CHOOSE SETTINGS

Format: report

OutPut: FILE

File Type: txt text file

Template: 05: Gummy Hoops Inc

Report Header: Asset Master

3: - CHOOSE DATA SELECTOR [Change Selector](#)

Data Selector: fixed choice  
atmast-fromto ASSET CODE RANGE

4: - TO e-MAIL THE RESULTS Priority: normal

Despatch By E-Mail Mail Drive \*

Mail To:

Mail Title: test

Message Body: report by mail

5: - ADAPT DATA SELECTION (if prompts are present) [?](#)  
How to define MY CHOICE

Selection Tip	My Choice
1 Asset >= ?	0
2 Asset <= ?	Z]

Nex Pre Add Ins Ed Del

6: - Record Select:

OPEN Records only

CLOSED Records Only

EITHER

7: - CHOOSE NEXT [Next](#)

## Slide notes

So, when performing the Report, the User is at liberty to modify the Heading that will appear on the Report, which is sometimes useful to add something about the selection or other.

Slide 8 - Slide 8

The screenshot shows the IES Client v8.29: My IES interface. The title bar includes 'Help', 'Submit', 'Quit', 'Functions', and 'Commands'. The main content area is titled 'IES REPORTS AND QUERIES: - User Instructions'. It contains several numbered steps:

- 1: - CHOOSE VERSION** with a 'Versions' link. The 'Report Version' field is set to 'System Version: Asset Master'.
- 2: - CHOOSE SETTINGS** with dropdown menus for 'Format' (report), 'OutPut' (FILE), 'File Type' (txt text file), 'Template' (05: Gummy Hoops Inc), and 'Report Header' (Asset Master).
- 3: - CHOOSE DATA SELECTOR** with a 'Change Selector' link. The 'Data Selector' field is 'atmast-fromto ASSET CODE RANGE'.
- 4: - TO e-MAIL THE RESULTS** with a 'Priority' dropdown set to 'normal', a 'Despatch By E-Mail' checkbox, and a 'Mail Drive' field.
- 5: - ADAPT DATA SELECTION (if prompts are present)** with a 'How to define MY CHOICE' section containing a table:

Selection Tip	My Choice
1 Asset >= ?	0
2 Asset <= ?	Z]

Below the table are buttons: 'Nex', 'Pre', 'Add', 'Ins', 'Ed', 'Del'.
- 6: - Record Select:** with radio buttons for 'OPEN Records only', 'CLOSED Records Only', and 'EITHER' (selected).
- 7: - CHOOSE NEXT** with a 'Next' link.

Slide notes



Slide 9 - Slide 9

**IES REPORTS AND QUERIES: - User Instructions**

**NAME:** TEST

**1: - CHOOSE VERSION** [Versions](#)  
Report Version: System Version: Asset Master

**2: - CHOOSE SETTINGS**  
Format: report  
OutPut: FILE  
File Type: txt text file  
Template: 05: Gummy Hoops Inc  
Report Header: Asset Master

**3: - CHOOSE DATA SELECTOR** [Change Selector](#)  
Data Selector: fixed choice  
atmast-fromto ASSET CODE RANGE

**4: - TO e-MAIL THE RESULTS** Priority: normal  
 Despatch By E-Mail Mail Drive \*

Mail To:  
Mail Title: test  
Message Body: report by mail

**5: - ADAPT DATA SELECTION (if prompts are present)** [?](#)  
How to define MY CHOICE

Selection Tip	My Choice
1 Asset >= ?	0
2 Asset <= ?	Z]

**6: - Record Select:**  
 OPEN Records only  
 CLOSED Records Only  
 EITHER

**7: - CHOOSE NEXT** [Next](#)

Slide notes

Slide 10 - Slide 10

The screenshot shows the IES Client v8.29: My IES interface. The title bar includes 'Help', 'Submit', 'Quit', 'Functions', and 'Commands'. The main content area is titled 'IES REPORTS AND QUERIES: - User Instructions' and contains several numbered steps:

- NAME:** TEST
- 1: - CHOOSE VERSION** (with a [Versions](#) link). Report Version: System Version: Asset Master
- 2: - CHOOSE SETTINGS**. Format: report, OutPut: FILE, File Type: txt text file, Template: 05: Gummy Hoops Inc, Report Header: Asset Master: we can change
- 3: - CHOOSE DATA SELECTOR** (with a [Change Selector](#) link). Data Selector: atmast-fromto ASSET CODE RANGE
- 4: - TO e-MAIL THE RESULTS**. Priority: normal,  Despatch By E-Mail, Mail Drive: \*. Mail To: test, Mail Title: report by mail, Message Body: report by mail
- 5: - ADAPT DATA SELECTION (if prompts are present)** (with a [How to define MY CHOICE](#) link). A table shows:

Selection Tip	My Choice
1 Asset >= ?	0
2 Asset <= ?	Z]
- 6: - Record Select:**  OPEN Records only,  CLOSED Records Only,  EITHER
- 7: - CHOOSE NEXT** (with a [Next](#) link)

Slide notes

Slide 11 - Slide 11

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

## QUICK REPORTS

Quick Report Key: atmast  
\*Descr: Asset Master  
Source Filename: atmast  
Heading: Asset Master  
Header Subroutine:  
Footer Subroutine:

[Select DataNames](#)  
[Re-select Column Order](#)  
[Select Breaks](#)  
[Select Page Breaks](#)  
[Select Totals](#)  
[Select Sorts](#)

[SAVE](#)  
[Select Data Selectors](#)  
[Query Report Width](#)

Verb: list  
Type: 2: Rep / Qty

- Runtime Header
- Detail Suppress
- Id Suppress
- Inhibit Versions
- Double Space

Data Names	Breaks	Page Breaks	Totals
1 RKEY	1 GROUP	1	1
2 DESCR			
3 GROUP			

Sort By	Data Selector(s)
1 GROUP	1 atmast-fromto ASSET CODE RANGE

Slide notes

When the Runtime Header is NOT checked, then the User cannot change the Heading at runtime.

Slide 12 - Slide 12

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

## QUICK REPORTS

[SAVE](#)

Quick Report Key:

\*Descr:

Source Filename:

Heading:

Header Subroutine:

Footer Subroutine:

[Select DataNames](#)  
[Re-select Column Order](#)  
[Select Breaks](#)  
[Select Page Breaks](#)  
[Select Totals](#)  
[Select Sorts](#)

[Select Data Selectors](#)  
[Query Report Width](#)

**Data Names**

1	RKEY
2	DESCR
3	GROUP

**Breaks**

1	GROUP
---	-------

**Page Breaks**

1	
---	--

**Totals**

1	
---	--

Verb:

Type:

Runtime Header  
 Detail Suppress  
 Id Suppress  
 Inhibit Versions  
 Double Space

Sort By:

1	GROUP
---	-------

Data Selector(s):

Slide notes

**Slide 13 - Slide 13**



**Slide notes**

Slide 14 - Slide 14

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

**QUICK REPORTS** [SAVE](#)

Quick Report Key:   
\*Descr:   
Source Filename:   
Heading:   
Header Subroutine:   
Footer Subroutine:

[Select DataNames](#)  
[Re-select Column Order](#)  
[Select Breaks](#)  
[Select Page Breaks](#)  
[Select Totals](#)  
[Select Sorts](#)

[Select Data Selectors](#)  
[Query Report Width](#)

Verb:   
Type:

- Runtime Header
- Detail Suppress
- Id Suppress
- Inhibit Versions
- Double Space

Data Names	Breaks	Page Breaks	Totals
1 RKEY	1 GROUP	1	1
2 DESCR			
3 GROUP			

Sort By: Dsnd / Exp  
1 GROUP

Data Selector(s):  
1 atmast-fromto ASSET CODE RANGE

Slide notes

Slide 15 - Slide 15

The screenshot shows the IES Client v8.29: My IES interface. The title bar includes 'Help', 'Submit', 'Quit', 'Functions', and 'Commands'. The main content area is titled 'IES REPORTS AND QUERIES: - User Instructions'. It contains several numbered steps:

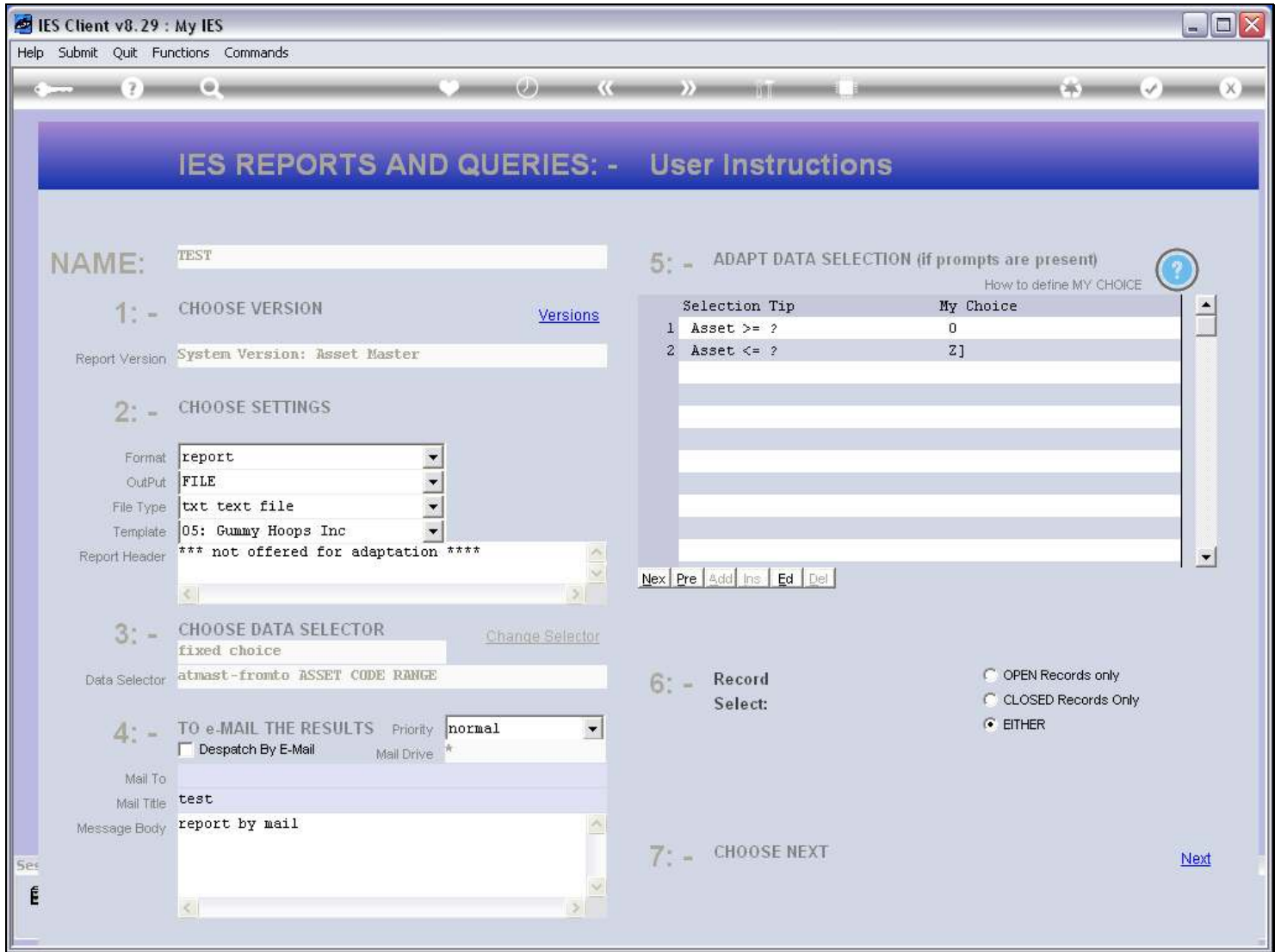
- 1: - CHOOSE VERSION** (with a [Versions](#) link). The 'Report Version' field is set to 'System Version: Asset Master'.
- 2: - CHOOSE SETTINGS**. Fields include: 'Format' (report), 'OutPut' (FILE), 'File Type' (txt text file), 'Template' (05: Gummy Hoops Inc), and 'Report Header' (\*\*\* not offered for adaptation \*\*\*\*).
- 3: - CHOOSE DATA SELECTOR** (with a [Change Selector](#) link). The 'Data Selector' is 'atmast-fromto ASSET CODE RANGE'.
- 4: - TO e-MAIL THE RESULTS**. Includes 'Priority' (normal), a checkbox for 'Despatch By E-Mail', 'Mail To', 'Mail Title' (test), and 'Message Body' (report by mail).
- 5: - ADAPT DATA SELECTION (if prompts are present)** (with a [How to define MY CHOICE](#) link). A table shows 'Selection Tip' and 'My Choice':

Selection Tip	My Choice
1 Asset >= ?	0
2 Asset <= ?	Z]

Buttons below the table: Nex, Pre, Add, Ins, Ed, Del.
- 6: - Record Select:** Radio buttons for 'OPEN Records only', 'CLOSED Records Only', and 'EITHER' (selected).
- 7: - CHOOSE NEXT** (with a [Next](#) link).

Slide notes

Slide 16 - Slide 16



Slide notes

The Heading is not offered for change.



Slide 17 - Slide 17

The screenshot shows the IES Client v8.29: My IES interface. The title bar includes 'Help', 'Submit', 'Quit', 'Functions', and 'Commands'. The main content area is titled 'IES REPORTS AND QUERIES: - User Instructions'. It contains several numbered steps:

- 1: - CHOOSE VERSION** with a 'Versions' link. The 'Report Version' field is set to 'System Version: Asset Master'.
- 2: - CHOOSE SETTINGS** with dropdown menus for 'Format' (report), 'OutPut' (FILE), 'File Type' (txt text file), and 'Template' (05: Gummy Hoops Inc). The 'Report Header' field contains '\*\*\* not offered for adaptation \*\*\*\*'.
- 3: - CHOOSE DATA SELECTOR** with a 'Change Selector' link. The 'Data Selector' field is set to 'atmast-fromto ASSET CODE RANGE'.
- 4: - TO e-MAIL THE RESULTS** with a 'Priority' dropdown set to 'normal'. There is a checkbox for 'Despatch By E-Mail' and a 'Mail Drive' field with an asterisk. The 'Mail To' field is empty, 'Mail Title' is 'test', and 'Message Body' is 'report by mail'.
- 5: - ADAPT DATA SELECTION (if prompts are present)** with a sub-header 'How to define MY CHOICE'. It contains a table:

Selection Tip	My Choice
1 Asset >= ?	0
2 Asset <= ?	Z]
- 6: - Record Select:** with radio buttons for 'OPEN Records only', 'CLOSED Records Only', and 'EITHER' (which is selected).
- 7: - CHOOSE NEXT** with a 'Next' link.

Slide notes

Slide 18 - Slide 18

The screenshot shows the IES Client v8.29: My IES interface. The title bar includes 'Help', 'Submit', 'Quit', 'Functions', and 'Commands'. The main content area is titled 'IES REPORTS AND QUERIES: - User Instructions'. It contains several numbered steps for configuring a report:

- NAME:** TEST
- 1: - CHOOSE VERSION** (with a [Versions](#) link). Report Version: System Version: Asset Master
- 2: - CHOOSE SETTINGS**. Format: report, OutPut: FILE, File Type: txt text file, Template: 05: Gummy Hoops Inc, Report Header: \*\*\* not offered for adaptation \*\*\*\*
- 3: - CHOOSE DATA SELECTOR** (with a [Change Selector](#) link). Data Selector: atmast-fromto ASSET CODE RANGE
- 4: - TO e-MAIL THE RESULTS**. Priority: normal,  Despatch By E-Mail, Mail Drive: \*. Mail To: test, Mail Title: report by mail, Message Body: report by mail
- 5: - ADAPT DATA SELECTION (if prompts are present)** (with a [How to define MY CHOICE](#) link). A table shows selection tips and choices:

Selection Tip	My Choice
1 Asset >= ?	0
2 Asset <= ?	Z]
- 6: - Record Select:**  OPEN Records only,  CLOSED Records Only,  EITHER
- 7: - CHOOSE NEXT** (with a [Next](#) link)

Slide notes