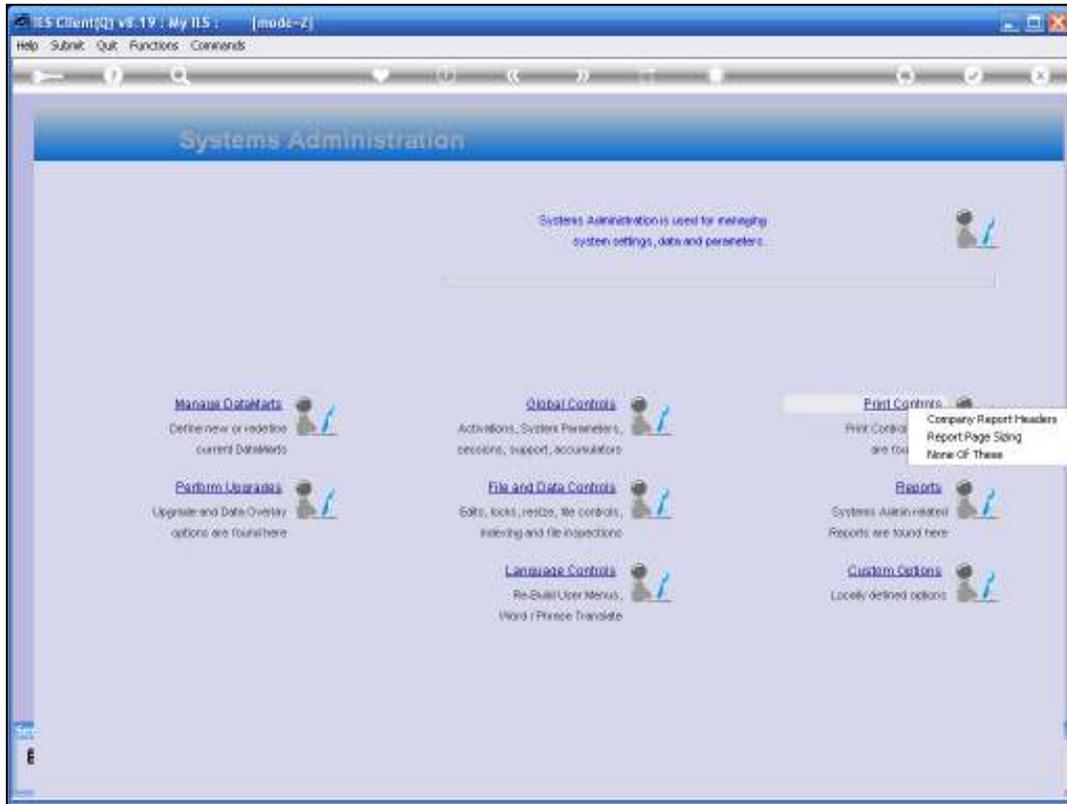




## Slide 1

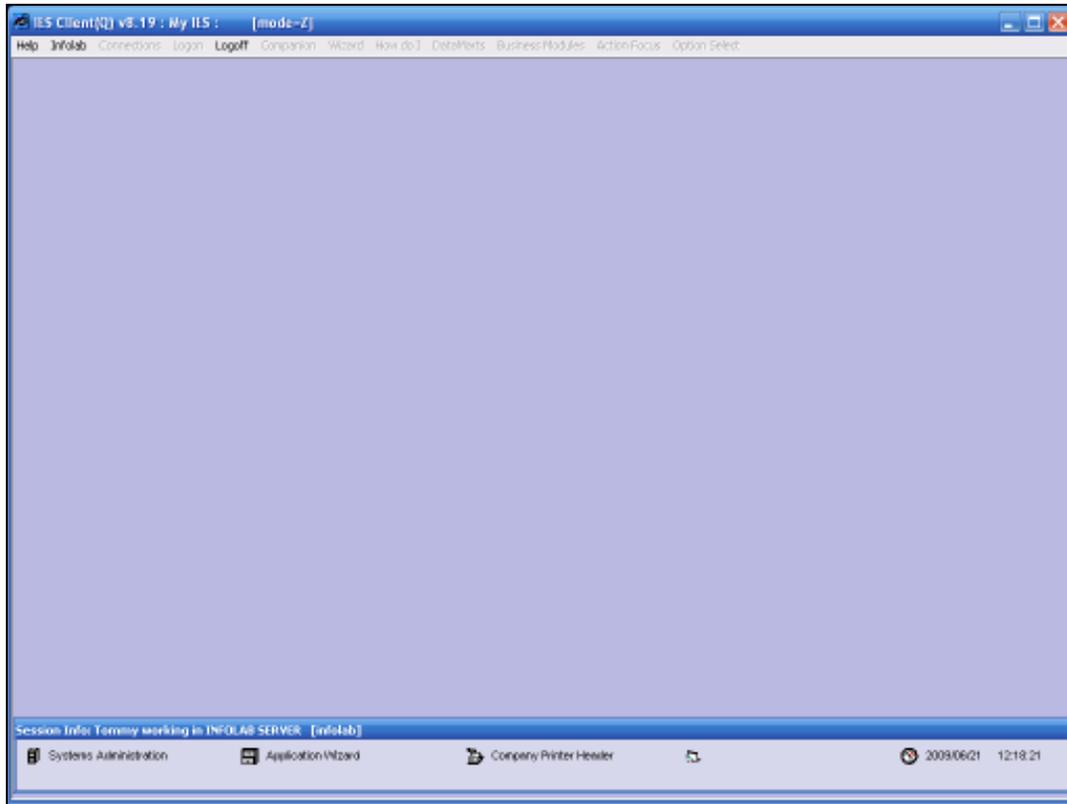
Slide notes: In this tutorial we look at the Company Report Headers. From Systems Administration, we select Print Controls and then the Company Report Headers.



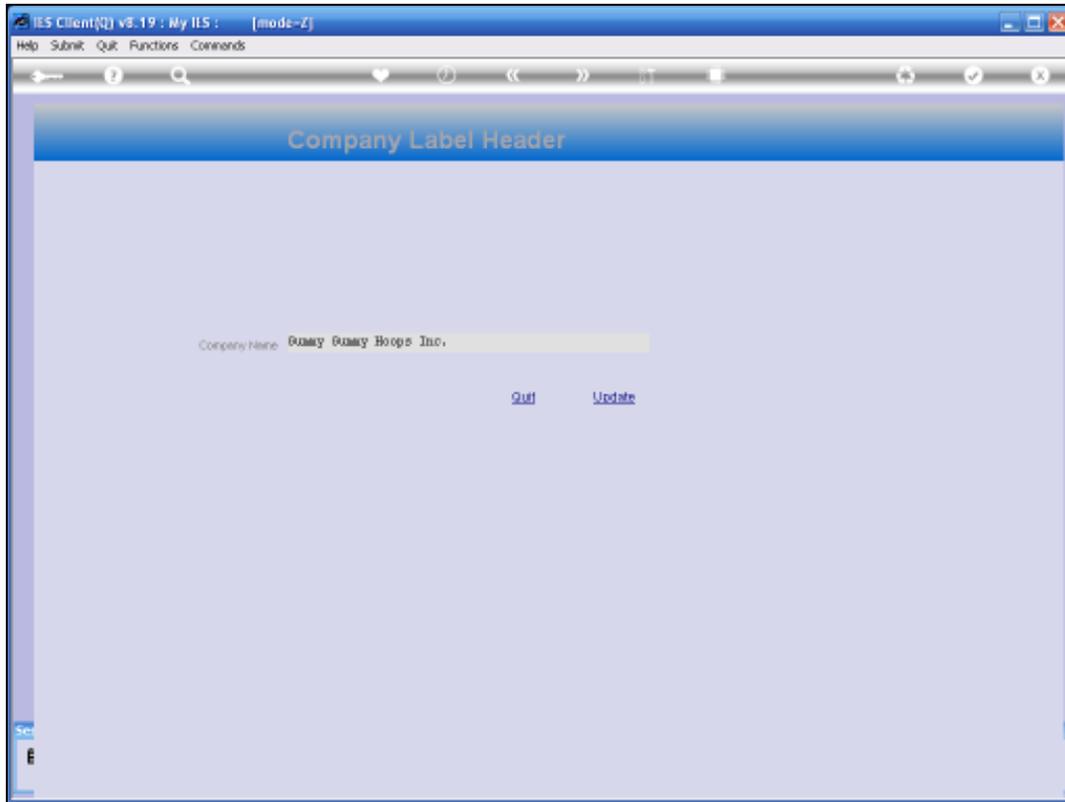
Slide 2  
Slide notes:



Slide 3  
Slide notes:

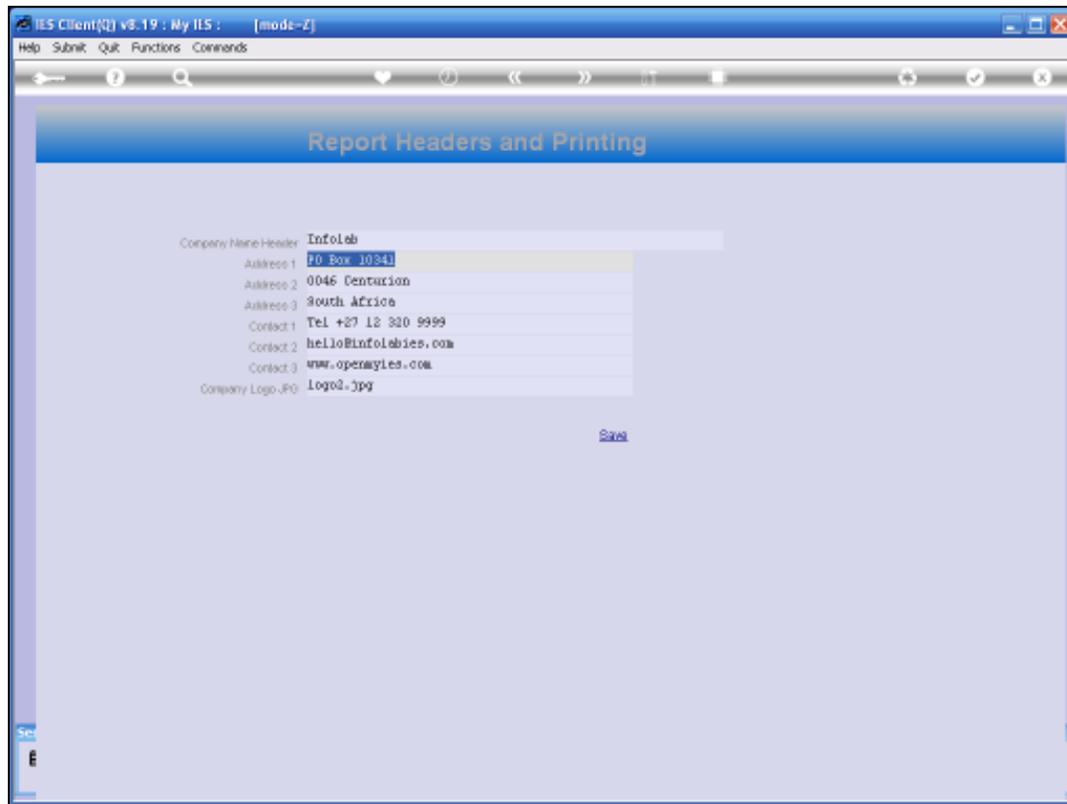


Slide 4  
Slide notes:



## Slide 5

Slide notes: The Report Header settings are local to each Datamart, because most of the time, each Datamart is for a different Company. In the current screen, we are looking at the Header in the INFOLAB Datamart, which is not a Business Datamart and therefore there is only a single header line for use on standard reports produced in this Datamart.



## Slide 6

Slide notes: However, in the next example, we are looking at the Report Headers in a Business Datamart, and it is quite important to specify this correctly for each Business Datamart. The Company Name and contact details as specified here, are automatically used for and included on many Reports produced in this Datamart. There is also provision for an optional Company logo picture, which, if it is specified, will automatically be included on standard Reports as part of the Header detail.