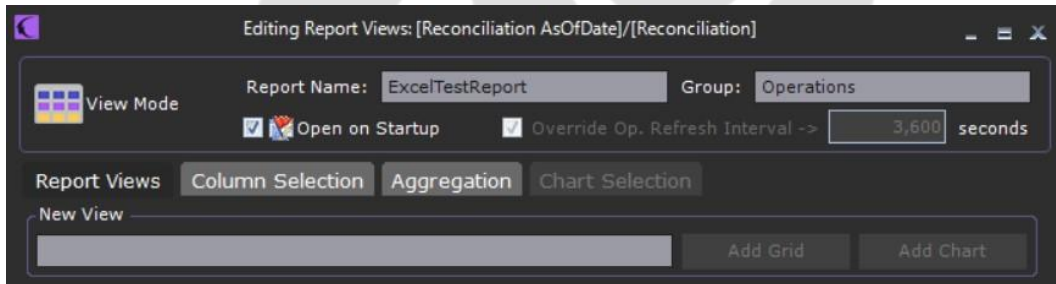


## Creating/adding report grid views

1. Click on Add/edit views.



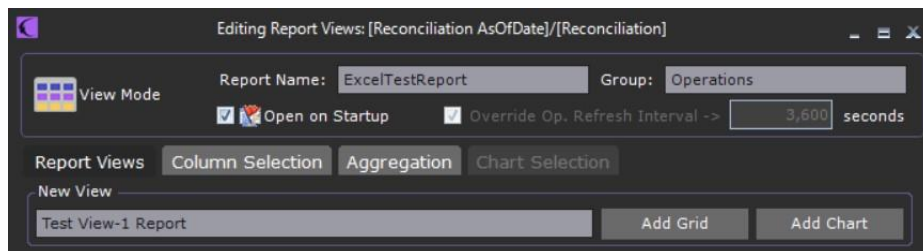
2. Report Settings window will open.

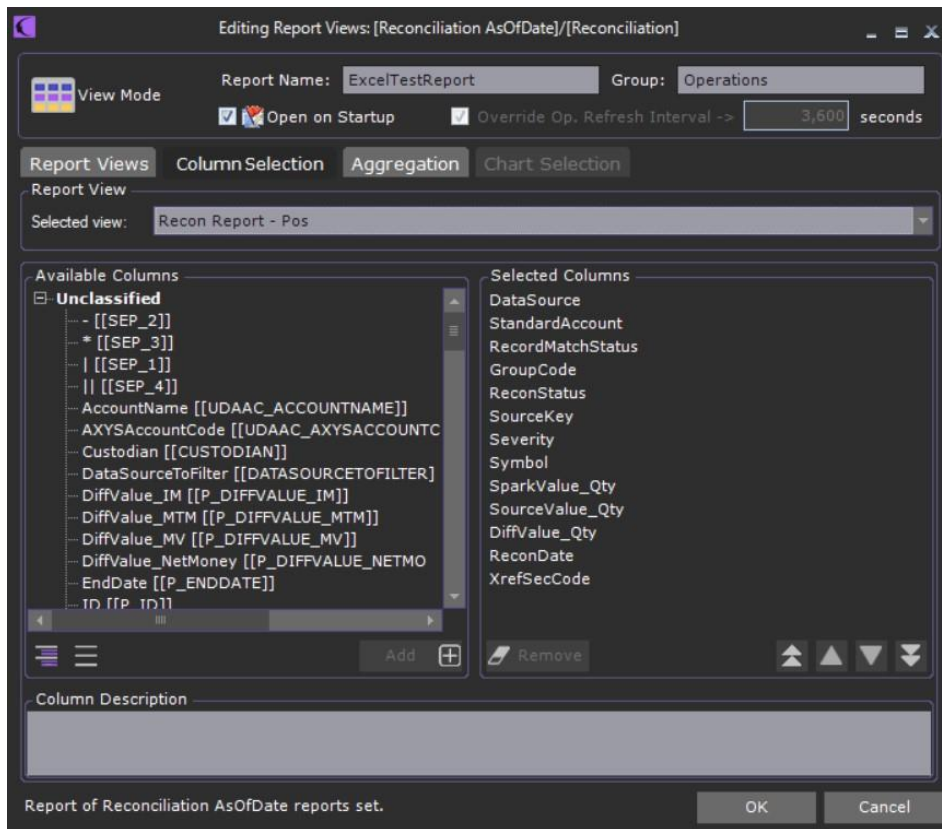


3. Type a report name.

4. Type the name of the new view.

5. Click Add Grid.





6. The new grid will appear at the bottom of the list.
7. Click ok.
8. The report will update and the new grid view will appear.
9. Depending on the report you use the grid view will appear on the right side or on the bottom of the screen as a tab, above the name of the other reports.



## CONTACT US

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### AMERICAS:

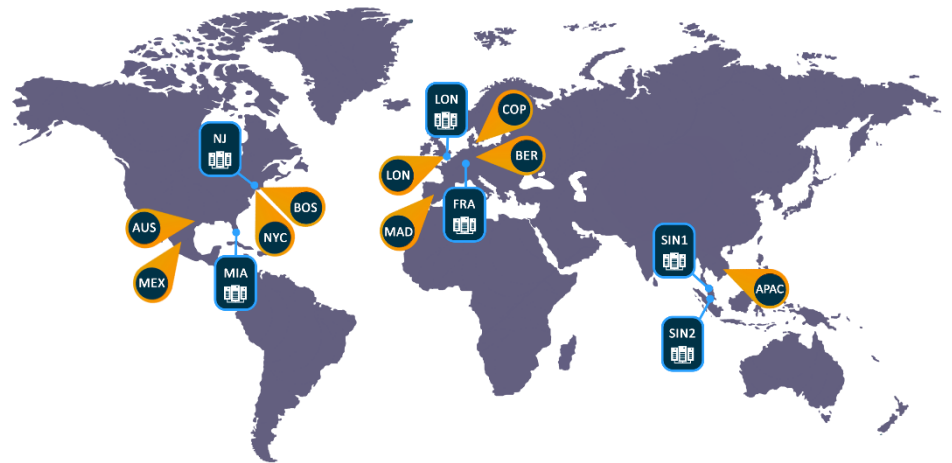
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New York, New York 10018, USA

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28014 Madrid, SPAIN

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