

Crystal Reports

Crystal Reports Runtime Preview Window Diagram

Overview

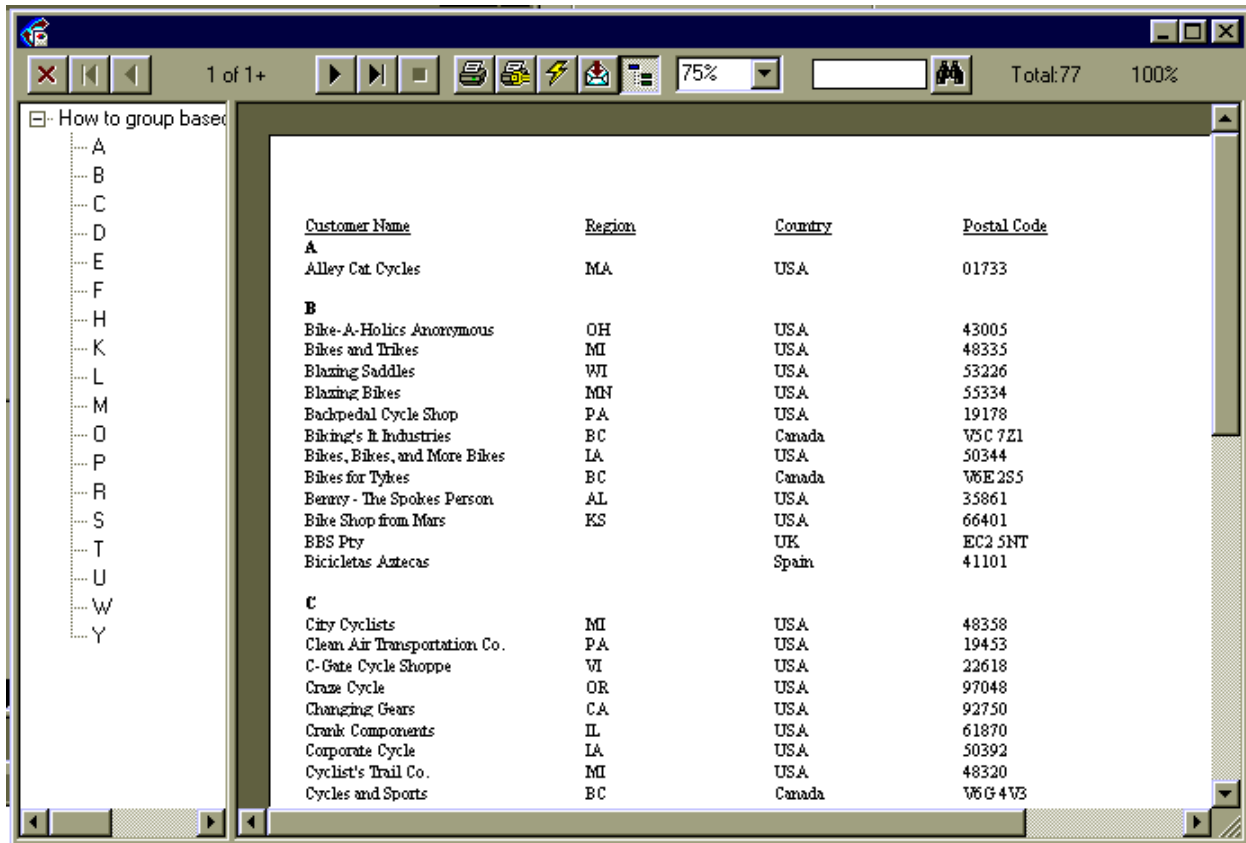
The following is a screen capture of the Crystal Reports runtime preview window. This screen capture of the preview window labels the various toolbar icons and briefly describes each of the properties of the preview window.

Contents

CRYSTAL REPORTS RUNTIME PREVIEW WINDOW.....	2
CONTACTING CRYSTAL DECISIONS FOR TECHNICAL SUPPORT	4

Crystal Reports Runtime Preview Window




The following are properties of the Crystal Reports runtime preview window:












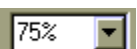




The preview window shown above was based on the Crystal Reports version 7 sample report sgt01.rpt and has been grouped by Customer name.

Note that the above screen shot displays every control and label that is available for the Crystal Reports preview window. By default, not every control and label is visible. Controls and labels that are not visible can be made visible through the Crystal Development tool (such as the Crystal ActiveX control (OCX)) used to generate the preview window.

The controls and labels on the preview window from top left are as follows:

Control or Label	Description
	Windows control box – left click generates a menu that has options such as “Restore”, “Move”, “Minimize”, “Maximize”, “Size”, and “Close”
 or  (16-bit)	This is the Crystal Reports Close Button – left click closes the preview window or the drill-down preview tab currently being viewed.

	First Page button – left click navigates to the first page in the report (unavailable if currently viewing the first page)
	Previous Page button – left click navigates to the previous page (unavailable if currently viewing the first page)
	Page M of N display – this shows that we are on page 1 of a report that has more than one page. 1+ will change to display the total number of pages in a report only after previewing the report to the last page.
	Next Page button – left click navigates to the next page (unavailable if currently viewing the last page of the report)
	Last Page button – left click navigates to the last page in the report (unavailable if currently viewing the last page)
	Stop button – left click prematurely stops a report from retrieving records from the database (unavailable if the report has already completed retrieving all of the records for the report)
	Print button – left click prints the report to a printer (unavailable if there is no default printer configured on this machine)
	Printer Setup button – left click prompts a dialog for the printer options/setup being used by this report (unavailable if there is no default printer configured on this machine)
	Refresh button – left click refreshes the records in the report using a connection to the database.
	Export button – left click prompts to export the report to a different file format (such as Word, Excel, HTML) or destination (such as Email, or ODBC).
	Group Tree button – left click toggles the group tree on and off. The group tree (as shown in the above screen capture) shows a listing of all the grouping levels in the report and is used to easily navigate to a desired group.
	Zoom percentage – left click generates a menu that allows you to specify a zoom percentage for viewing the report..
	Search Window – typing in text and clicking on the binocular icon searches for instances of that text in the report.
	Record Count – Indicates the total number of records retrieved for this run of the report.

NOTE

The above screen capture does not include another record count – which is right of the record count value. It appears as follows: 77/77 and indicates that 77 records have been retrieved. This indicator has been removed from the version 8 runtime preview window as it is somewhat redundant with the total record count.

Contacting Crystal Decisions for Technical Support

We recommend that you refer to the product documentation and that you visit our Technical Support web site for more resources.

Self-serve Support:

<http://support.crystaldecisions.com/>

Email Support:

<http://support.crystaldecisions.com/support/answers.asp>

Telephone Support:

<http://www.crystaldecisions.com/contact/support.asp>