

# How to Create subreports in Crystal Reports



## Applies to:

SAP BusinessObjects Enterprise. For more information, visit the [Business Objects homepage](#).

## Summary

This article describes how to work with subreports in Crystal Reports.

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## Author Bio

The author has four years of experience on SAP BusinessObjects projects.

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## Introduction

This article describes how to work with subreports in Crystal Reports. It covers how to create and modify subreports as well as how to create on-demand subreports.

## Subreports

A subreport is a report within a report. A subreport can have most of the features of a normal report. Using subreports, unrelated data can be combined into a single report. The subreport can be generated the same way as the primary report. A subreport can also be saved as a primary report. The maximum number of subreports that can be placed in the primary report is 256.

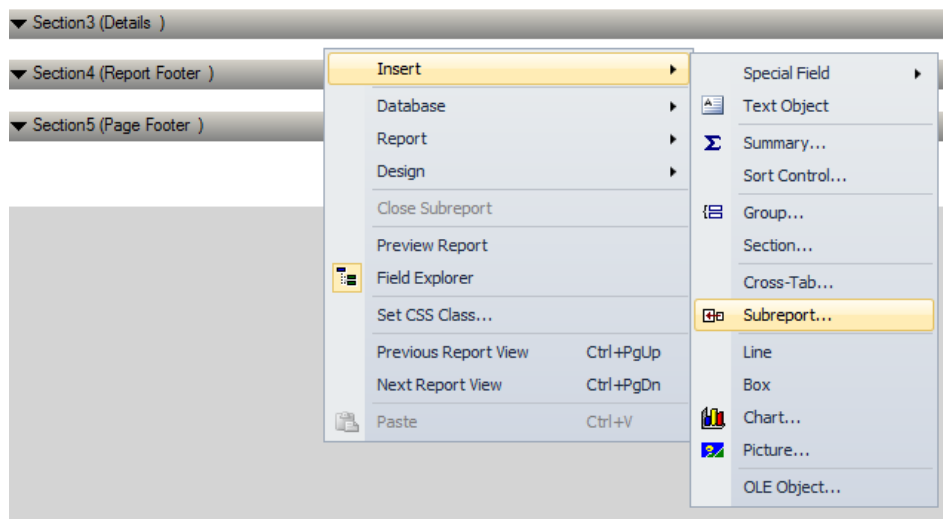
The differences between a primary report and a subreport are:

- Primary report can contain subreports, but a subreport can not contain another subreports.
- A subreport does not have page header or page footer sections.
- A subreport can't stand on its own. It is always inserted as an object into the primary report.

## How to Create subreports

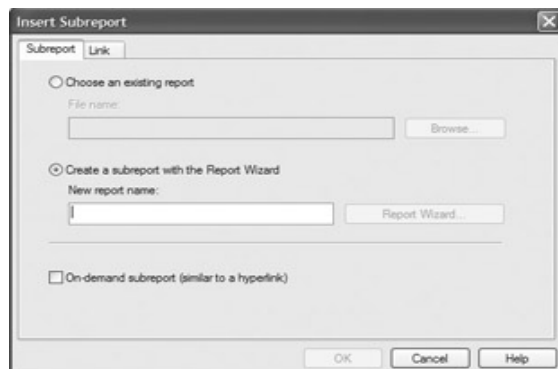
To create a subreport:

1. Open the main report.
2. Click **Insert Menu > Insert Subreport**.  
Alternately, right-click the design section. Select **Insert > Subreport**.



An **Insert Subreport** dialogue box appears. Choose the radio button which allows selecting either an existing subreport or to create a new subreport using report creation wizard.

This is how you can create a simple subreport.



## Types of subreports

### Unlinked subreport

The main report does not have any specific data connections to the subreport. There is no link between the primary report and subreport. Unlinked subreports are free standing. There is no attempt to match up the records in one report with the other. The reports are treated as unrelated reports. The subreport can use the same data sources as of the primary report or else it can use a different data source.

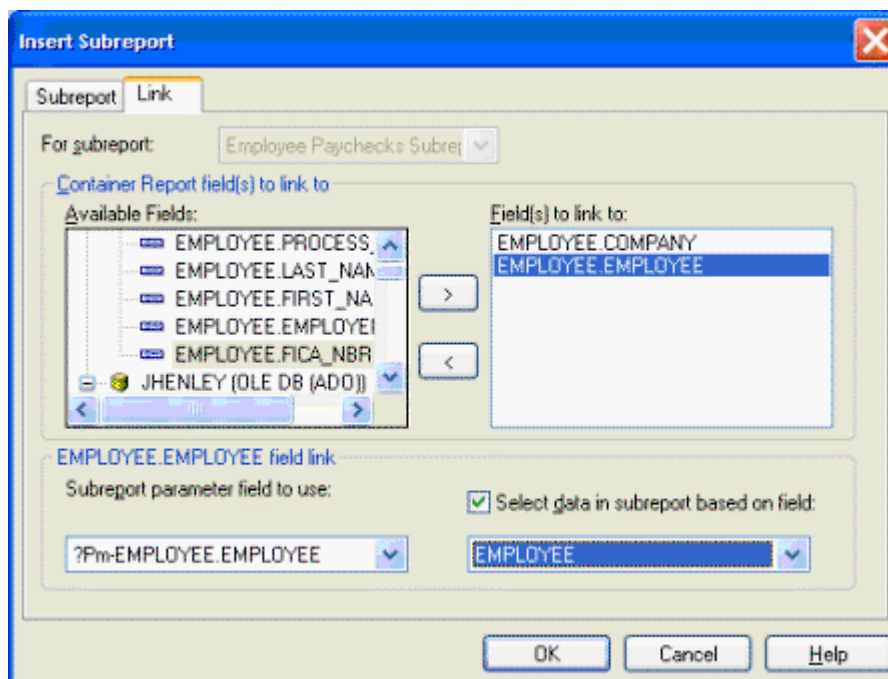
### Linked subreport

In linked subreports data is interconnected and coordinated. Linked subreports are linked to the data in the main report. The links are defined in the link tab of the Insert subreport dialogue box. The program matches up the reports in subreport with the data in main report.

## How to link the subreport with the Main Report

When you link a subreport to a main report, the program creates the link using a parameter field. When a subreport link field is selected, the program creates a parameter field in the subreport. This parameter field is used to retrieve values passed to it by the primary report. A record selection formula also will be created for the subreport which limits the subreports to those records in which the link field is equal to the parameter value.

When the report is triggered, the program finds the first primary record it needs and passes the value in the link field to the parameter field in the subreport. The program then creates the subreport with record selection based on the parameter field value.



## Updating subreports

Re-import is the option to update the subreport when opening the main report. This is required to maintain the most up-to-date sub reports. Re-importing is available only for subreports that were created from a report file. Re-importing updates the data, formatting, grouping and structure of the report if any changes have been made. You can either globally specify that all subreports should be re-imported or set the automatic re-import for an individual report.

### Globally updating subreports when opening the main report

Any subreport will be updated when its main report is opened and refreshed.

1. Click **Options** on the file menu.
2. Click the **reporting** tab in the Options dialogue box.
3. Click **Re-import Subreport** when opening reports.
4. Click **OK**.

### Update a specific subreport when opening a main report

The current subreport will be updated when the main report is opened and refreshed.

1. Click **Format Subreport** in the Format menu.
2. Click the **Subreport** tab in the Format Editor dialogue box.
3. Click **Re-import** when opening.

### Manually updating subreport data

Update the subreport data at any time.

1. Right-click the **subreport** on the Design tab.
2. Click **Re-Import subreport** from the shortcut menu.
3. Click **Yes** to update the subreport data.

## On-Demand subreports

On-Demand subreports can be especially useful when wanting to create a report containing multiple subreports. In this case, it is possible to have these subreports appear only as hyperlinks. The actual data is not read from the database until the user drills down on the hyperlink.

This way, only data for on-demand subreports that are actually viewed will be retrieved from the database. This makes subreports much more manageable. Data for an on-demand subreport is not saved unless the subreport is actually open in a preview window.

### How to create an On-Demand Subreport

1. Place a subreport in the primary report.
2. Click the **Format** button on the Expert Tools toolbar.
3. Click the **subreport** tab and select the **On-Demand Subreport check box** in the Format Editor dialog box.
4. Click **OK**.

## Related Content

For more information, visit the [Business Objects homepage](#)

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