

DISPATCH REPORTS

Allow Form Setup Reports

We have made improvements to reporting and specifically to 2 of the Custom Reports in dispatch to make reporting and sharing those reports easier.

There is a new field available in the Custom Load and Custom Trip reports that will make your Excel/CSV reports smoother.

To switch on the new field go to SETTINGS-SYSTEM CONFIGURATION-PRINTING SETTINGS

Make sure there is a Y in the very bottom line-Allow Form Setup Reports

Printing Settings - DPSYSPRINT

Print Movement Bills	<input checked="" type="checkbox"/>	Deadhead Movement Bills	<input type="checkbox"/> (Yes/No/Default to no)
Print Delivery Receipts	<input checked="" type="checkbox"/>		
PO Delivery Receipt with Movement Bill	<input type="checkbox"/>		
Manifest Delivery Receipt with Movement Bill	<input type="checkbox"/>		
Print Memo Fields with Additional Line Feeds	<input type="checkbox"/>		
Revenue Reports Add Charges Exceptions	<input type="checkbox"/>		
Allow Form Setup Reports	<input checked="" type="checkbox"/>		

OK Cancel

We have a few forms to start you off. LOADREV and LOADTEXT are for the Custom Load Report and TRIPTEXT is for running from the Custom Trip Report. These are just simple sample reports and as always we can create many more reports by request.

Save to your dispatch folder

Go to REPORTS-Report Setup

ADD each report and make sure to make Report Type CSV and fill in where you would like the report to SAVE AS and as what name.

The first time you run one of these TEXT FORM reports you will need to type the name in, but it will be auto saved and after that you can hit F1 on the text form field for a list of the reports you have previously ran.

IMPROVEMENTS:

The report form lists are separated so you KNOW your particular form will work properly in the Custom report you are running.

The new report forms are specifically formatted for Excel/CSV.

We improved the save as feature in Print Preview screen. (See instructions for report setup)

For the really techie people that create/edit their own reports (totally optional) the Report File Maintenance is now listed alphabetical ☺

D	File	Description
	ANDYFX	andyfx
	ARSTATE	customer statement
	CUSTLOAD	cust load
	CUSTLOAD	custom load report
	DETENINV	detention invoice
	DPAUDIT	audit trail
	DPBROKFX	broker fax
	DPCONPRN	Consolidated Invoice