

Add Images to Reports

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Overview

Adding images for your Items to reports in Order Time.

Solution

For this example, I have used the Inventory Status Report. The guide below should work with any report that contains the Item table.

Go to Reports, then open the General section and Edit the Inventory Status Report

On the Tables tab, drag the Images table on to the report

The screenshot shows the 'New Report' configuration page for 'Inventory Status'. On the left, a list of tables is shown, with 'Images' highlighted by a red box and a red arrow pointing to the 'Tables' tab on the right. The 'Tables' tab is active, showing a table structure with columns and joins.

TABLE	JOIN
Inventory Status by Item	
Items	Inventory Status by Item-Item Id
Units of Measure	Items-UOM Id
Item Group	Items-Group Id

Now go to the Columns tab, open the Images table on the left, find and drag the Id column in to the report

Then at the bottom, enter a Caption like Image to rename the column on the report

Reports > Customize Report

New Report

Name

Tables

Inventory Status by Item

Items

Images

Created By

Created Date/Time

Description

File size

Id

Is default

Is web resource

Item Description

Item Id

Modified By

Modified Date/Time

Columns

TABLE	COLUMN	CAPTION
Items	Name / Number	Item
Items	Description	
Item Group	Name	Group
Inventory Status by Item	Available	
Inventory Status by Item	Required	
Inventory Status by Item	On order	
Units of Measure	Name	UOM
Images	Id	Image

Table: Images

Summary Function:

Column:

Caption:

Section:

Section:

Now you can click View on the upper right and you will see a report like the picture below showing the item images in the Image column. For any item that does not have an image the system will show a zero in the column.

Reports > View Report

Inventory Status

Filters
Required is greater than 0

ITEM	DESCRIPTION	GROUP	AVAILABLE	REQUIRED	ON ORDER	UOM	IMAGE
BR0825	Lace Bead 7.5 inch	Parts Group	3	1	9	Each	0
PC1111		Assembly Group	0	1	1	Each	0
PC2000	POWER SUPPLY - 350 WATT	Parts Group	100	56	0	Each	0
PC2001	POWER SUPPLY - 450 WATT	Parts Group	65	44	0	Each	0
PC2002	POWER SUPPLY - 550 WATT	Parts Group	119	35	1	Each	0
PC2003	POWER SUPPLY - 650 WATT	Parts Group	19	36	21	Each	
PC2004	POWER SUPPLY - 750 WATT	Parts Group	129	8	50	Each	0

Lastly you can click Save As to save a version of the report with your changes



If you want to just see only the Items with images add a filter to your report where the Image Id does not equal 0