

How Print Each option works

Print Each option gives user the ability to either Print/preview the selected row or print the accounts included in the configured Filter Accounts.

Print Each checkbox is checked

1. In a selected row in the Row Designer, with any Filter Accounts configuration that includes two or more accounts, check the **Print Each checkbox**. In this example, Type=Asset is used.

The screenshot shows the 'Row Designer' window for an 'Income Statement' report. The 'Print Each' checkbox is checked for row R2. The row configuration is as follows:

Row Type	ID	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Account Type	Print Each
Cash Row Activity	R1	Column Name									
Column Name	R2	Row Name - Left Align	Revenue								<input checked="" type="checkbox"/>
Column Name - Page Header	R3	Filter Accounts	Revenue								
Double Underline	R4	Filter Accounts	Sales								
Filter Accounts	R5	Filter Accounts	Sales Discounts								
Line	R6	Filter Accounts	Other Income								
None	R7	Filter Accounts	Other Revenues								
Page Break	R8	Underline									
Row Calculation	R9	Row Calculation	Total Revenues: SUM(R2:R7)								

2. Use the row designer record and print the report. It will not show the Row > Assets as shown in the Row Designer but instead, it will show the accounts included in the configured Filter Accounts for the said row.

Report Builder #1 - 6/6/2019 3:47:56 PM				
As Of 6/6/2019				
Monday, June 10, 2019 11:44 AM				
	Current Year	Current Units	Prior Year	Prior Units
Revenue				
Revenue	-55	0	83,381	5
Sales	407,430	2,537	35,286,509	4,422,903
Sales Discounts	798	0	-459	-51,312
Other Income	80	1	50,965,390	130,318
Total Revenues :	408,253	2,538	86,334,821	4,501,914



Note that all account rows generated by Print Each feature will take the Row ID of the row it was generated from. In this example, R2. Also,

Print Each checkbox is unchecked

1. In a selected row in the Row Designer, with any Filter Accounts configuration that includes two or more accounts, uncheck the **Print Each checkbox**. In this example, Type=Asset is used.

The screenshot shows the 'Row Designer' window for an 'Income Statement' report. The 'Print Each' checkbox is unchecked for row R2. The row configuration is as follows:

Row Type	ID	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Account Type	Print Each
Cash Row Activity	R1	Column Name									
Column Name	R2	Row Name - Left Align	Revenue								<input type="checkbox"/>
Column Name - Page Header	R3	Filter Accounts	Revenue								
Double Underline	R4	Filter Accounts	Sales								
Filter Accounts	R5	Filter Accounts	Sales Discounts								
Line	R6	Filter Accounts	Other Income								
None	R7	Filter Accounts	Other Revenues								
Page Break	R8	Underline									
Row Calculation	R9	Row Calculation	Total Revenues: SUM(R2:R7)								

2. Use the row designer record and print the report. It will show the Row > Assets as shown in the Row Designer.

Trial Balance Detail - August 07, 2018 15:12:50				
As Of 8/7/2018				
Tuesday, August 14, 2018 5:19 PM				
	GL Amounts	GL Amounts	Debit	Credit
Revenue	0.00	0.00	0.00	0.00
Expense	792.00	792.00	792.00	0.00
	(792.00)	(792.00)		

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1. In a selected row in the Row Designer, with any Filter Accounts configuration that includes two or more accounts, check the **Print Each checkbox**. In this example, Type=Asset is used.

Row Designer - Trial Balance Detail - August 07, 2018 15:12:50

Row Name: Trial Balance Detail - August 07, 2018 15:12:50 | Description: Trial Balance Detail Template | Report Type: Trial Balance

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Account Type	Print Each
Cash Row Activity	R1	Column Name - Page header										<input type="checkbox"/>
Column Name	R2	Filter Accounts	Revenue			None	Debit	[Type] = Revenue	Column	IS		<input checked="" type="checkbox"/>
Column Name - Page header	R3	Filter Accounts	Expense			None	Debit	[Type] = Expense	Column	IS		<input checked="" type="checkbox"/>
Double Underscore	R4	Underscore										<input type="checkbox"/>
Filter Accounts	R5	Row Calculation	R2-R3			None						<input type="checkbox"/>
Line	R6	Double Underscore										<input type="checkbox"/>
None												<input type="checkbox"/>
Page Break												<input type="checkbox"/>
Row Calculation												<input type="checkbox"/>

2. Use the row designer record and print the report. It will not show the Row > Assets as shown in the Row Designer but instead, it will show the accounts included in the configured Filter Accounts for the said row.

Trial Balance Detail - August 07, 2018 15:12:50
As Of 8/7/2018

Tuesday, August 14, 2018
6:08 PM

72000-0000-000 - Interest Expense - Home office - Admin	GL Amounts 792.00	GL Amounts (792.00)	Debit 792.00	Credit 0.00
	(792.00)	(792.00)		



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Print Each checkbox is unchecked

1. In a selected row in the Row Designer, with any Filter Accounts configuration that includes two or more accounts, uncheck the **Print Each checkbox**. In this example, Type=Asset is used.

Row Designer - Trial Balance Detail - August 07, 2018 15:12:50

Row Name: Trial Balance Detail - August 07, 2018 15:12:50 | Description: Trial Balance Detail Template | Report Type: Trial Balance

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Account Type	Print Each
Cash Row Activity	R1	Column Name - Page header										<input type="checkbox"/>
Column Name	R2	Filter Accounts	Revenue			None	Debit	[Type] = Revenue	Column	IS		<input type="checkbox"/>
Column Name - Page header	R3	Filter Accounts	Expense			None	Debit	[Type] = Expense	Column	IS		<input type="checkbox"/>
Double Underscore	R4	Underscore										<input type="checkbox"/>
Filter Accounts	R5	Row Calculation	R2-R3			None						<input type="checkbox"/>
Line	R6	Double Underscore										<input type="checkbox"/>
None												<input type="checkbox"/>
Page Break												<input type="checkbox"/>
Row Calculation												<input type="checkbox"/>

2. Use the row designer record and print the report. It will show the Row > Assets as shown in the Row Designer.

Trial Balance Detail - August 07, 2018 15:12:50
As Of 8/7/2018

Tuesday, August 14, 2018
5:19 PM

Revenue	GL Amounts 0.00	GL Amounts 0.00	Debit 0.00	Credit 0.00
Expense	792.00	(792.00)	792.00	0.00
	(792.00)	(792.00)		

Print Each option gives user the ability to either Print/preview the selected row or print the accounts included in the configured Filter Accounts.

Print Each checkbox is checked

1. In a selected row in the Row Designer, with any Filter Accounts configuration that includes two or more accounts, check the **Print Each checkbox**. In this example, Type=Asset is used.

Row Designer - Generate Row Test

Row Name: Generate Row Test | Description: Generate Row Test | Report Type:

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Account Type	Print Each
Cash Row Activity	R1	Column Name										<input type="checkbox"/>
Column Name	R2	Line										<input type="checkbox"/>
Column Name - Page header	R3	Filter Accounts	Revenue			None	Credit	[Type] = Revenue	Column	IS		<input checked="" type="checkbox"/>
Double Underscore	R4	Filter Accounts	Expense			None	Debit	[Type] = Expense	Column	IS		<input checked="" type="checkbox"/>
Filter Accounts	R5	Underscore										<input type="checkbox"/>
Line	R6	Row Calculation	Net Income (Loss)	R3-R4		None						<input type="checkbox"/>
None	R7	Double Underscore										<input type="checkbox"/>
Page Break	R8	Row Calculation	Net Income %	R6/R3		None						<input type="checkbox"/>
Row Calculation												<input type="checkbox"/>

2. Use the row designer record and print the report. It will not show the Row > Assets as shown in the Row Designer but instead, it will show the accounts included in the configured Filter Accounts for the said row.

Balance Sheet - March 22, 2018 10:49:7
As Of 3/22/2018

Thursday, March 22, 2018
7:03 PM

Row Id	Name	2018	2017
R3	40000-0000-001 - Sales - Home office - Grains	0.00	10,959.00
R3	40000-0000-002 - Sales - Home office-Chemicals	0.00	51,200.00
R3	40000-0001-001 - Sales - Fort Wayne - Grains	2,310.00	1,673.73
R3	40000-0001-003 - Sales - Fort Wayne - Fertilizer	0.00	10.00
R3	40000-0001-004 - Sales - Fort Wayne - Gas	27.08	22,457.70
R3	40000-0001-007 - Sales - Fort Wayne - Diesel	16.05	9,489.65
R3	40000-0001-012 - Sales - Fort Wayne - Grain - Soybeans	0.00	13,741.73
R3	40000-0001-014 - Sales - Fort Wayne - Propane	218.00	4,309.16
R3	40000-0001-103 - Sales - Fort Wayne - Tobacco	0.00	50.00
R3	40000-0001-106 - Sales - Fort Wayne - Snacks	0.00	60.50
R3	40000-0003-011 - Sales - Richmond - Grain - Corn	0.00	(10.00)
R3	40010-0000-005 - Sales -Taxable - Home office - Feed	0.00	(20,500.00)
R3	40010-0001-001 - Sales -Taxable - Fort Wayne - Grains	1,620.58	1,316,594.67
R3	40010-0001-006 - Sales -Taxable - Fort Wayne - Gas	119,367.18	734,849.48
R3	40010-0001-007 - Sales -Taxable - Fort Wayne - Diesel	73,152.00	0.00
R3	40010-0004-013 - Sales -Taxable - South Bend - Grain - Wheat	0.00	14,250.00
R3	40015-0003-004 - Sales -Non-Tax - Richmond - Petro	0.00	(3,434.00)
R3	41000-0000-000 - Freight Income - Home office - Admin	0.00	34,890.18
R3	41000-0001-000 - Freight Income - Fort Wayne - Admin	20.00	(697.62)
R3	41000-0001-004 - Freight Income-Fort Wayne-Petro	0.00	10.00
R3	41500-0000-000 - Fee Income - Home office - Admin	102.00	0.00
R3	42000-0000-000 - Interest Income - Home office - Admin	0.00	29,892.60
R3	42003-0007-104 - Professional Services-Port Albert-Lottery	0.00	(100.00)
R3	45000-0001-001 - Discount Take-Fort Wayne-Grains	0.00	(27.07)
R3	45000-0001-101 - Discount Take - Fort Wayne - Pop	0.00	(0.10)
R3	47000-0001-005 - Sales Advance -Fort Wayne-Feed	0.00	106,210.00
R3	47550-0000-000 - Realized Gain or Loss - Home office - Admin	0.00	27,281.25
R3	49000-0000-000 - Other Income - Home office - Admin	0.00	400.00
R3	49000-0000-001 - Other Income-Home office-Grains	0.00	20.00
R3	49000-0001-000 - Other Income - Fort Wayne - Admin	3,780.75	7,736.50
R3	49100-0000-000 - Tank Rent - Home office - Admin	0.00	(650.00)
R4	50000-0000-003 - Purchases Default-Home office-Fertilizer	0.00	466.03
R4	50000-0000-004 - Purchases Default - Home office - Petro	0.00	36.20
R4	50000-0001-000 - Purchases Default - Fort Wayne - Admin	137,794.20	8,242,441.31
R4	50000-0001-004 - Purchases Default - Fort Wayne - Petro	26.30	18,684.57
R4	50000-0001-011 - Purchases Default - Fort Wayne - Grain - Corn	11,681.95	(61,679.70)
R4	50000-0001-012 - Purchases Default - Fort Wayne - Grain - Soybeans	0.00	18,239.10
R4	50000-0003-007 - Purchases Default-Richmond-Diesel	0.00	10,000.00
R4	50002-0000-000 - AP Offset-Home office-Admin	0.00	1,102.98
R4	50010-0001-006 - Purchases - Taxable - Fort Wayne - Gas	0.00	100.00
R4	50015-0001-000 - Purchases - NonTax - Fort Wayne - Admin	23.85	0.00



Note that all account rows generated by Print Each feature will take the Row ID of the row it was generated from. In this example, R2. Also,

Print Each checkbox is unchecked

1. In a selected row in the Row Designer, with any Filter Accounts configuration that includes two or more accounts, uncheck the **Print Each checkbox**. In this example, Type=Asset is used.

Row Designer - Generate Row Test

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Account Type	Print Each
Cash Flow Activity	R1	Column Name					None					<input type="checkbox"/>
Column Name	R2	Line					None					<input type="checkbox"/>
Column Name - Page Header	R3	Filter Accounts	Revenue				None	Credit	(Type) = Revenue	Column	IS	<input type="checkbox"/>
Double Underscore	R4	Filter Accounts	Expense				None	Debit	(Type) = Expense	Column	IS	<input type="checkbox"/>
Filter Accounts	R5	Underscore					None					<input type="checkbox"/>
Line	R6	Row Calculation	Net Income (Loss)	R5-R4			None					<input type="checkbox"/>
None	R7	Double Underscore					None					<input type="checkbox"/>
Page Break	R8	Row Calculation	Net Income %	R5/R3			None					<input type="checkbox"/>
Row Calculation												<input type="checkbox"/>

2. Use the row designer record and print the report. It will show the Row > Assets as shown in the Row Designer.

Balance Sheet - March 22, 2018 10:49:7
As Of 3/22/2018

Thursday, March 22, 2018
7:06 PM

Row Id	Name	2018	2017
R3	Revenue	200,621.64	2,352,285.36
R4	Expense	221,953.89	(27,104,258.28)
R6	Net Income (Loss)	(21,332.25)	29,456,543.64
R8	Net Income %	-10.63%	1252.25%

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Row Designer - Row Import

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Account Type	Print Each
Cash Flow Activity	R1	Column Name					None					<input checked="" type="checkbox"/>
Column Name	R2	Filter Accounts					None	Credit	(Type) = Revenue	Column	BS	<input checked="" type="checkbox"/>
Column Name - Page Header	R3	Filter Accounts					None	Credit	(Type) = Equity	Column	BS	<input checked="" type="checkbox"/>

- Use the row designer record and print the report. It will not show the Row > Assets as shown in the Row Designer but instead, it will show the accounts included in the configured Filter Accounts for the said row.

Row Id		Total Debit	Total Credit
R2	40000-0001-004 - Sales - Fort Wayne - Gas	1,010.00	211.40
R2	40000-0001-007 - Sales - Fort Wayne - Diesel	0.00	5,785.28
R2	40000-0001-014 - Sales - Fort Wayne - Propane	0.00	2,004.75
R2	40000-0001-103 - Sales - Fort Wayne - Tobacco	0.00	50.00
R2	40010-0001-001 - Sales-Taxable - Fort Wayne - Grains	0.00	261,731.75
R2	41000-0001-000 - Freight Income - Fort Wayne - Admin	9.82	0.00
R2	41000-0001-004 - Freight Income-Fort Wayne-Petro	0.00	1,010.00
R2	42000-0000-000 - Interest Income - Home office - Admin	14.40	0.00
R2	47550-0000-000 - Realized Gain or Loss - Home office - Admin	0.00	27,281.25



Note that all account rows generated by Print Each feature will take the Row ID of the row it was generated from. In this example, R2. Also,

Print Each checkbox is unchecked

- In a selected row in the Row Designer, with any Filter Accounts configuration that includes two or more accounts, uncheck the **Print Each checkbox**. In this example, Type=Asset is used.

- Use the row designer record and print the report. It will show the Row > Assets as shown in the Row Designer.

Row Id	Total Debit	Total Credit
R2	1,034.22	298,074.43

Print Each option gives user the ability to either Print/preview the selected row or print the accounts included in the configured Filter Accounts.

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- Use the row designer record and print the report. It will not show the Row > Assets as shown in the Row Designer but instead, it will show the accounts included in the configured Filter Accounts for the said row.

Report A

As Of 12/31/2015

Wednesday, January 27, 2016

8:44 PM

Id	Name	2015	2014
R2	16005-2000 - Inventory - G. Sugar	0.00	0.00
R2	16006-1000 - Inventory - Milk	0.00	0.00
R2	16006-2000 - Inventory - Milk	0.00	0.00
R2	16007-1000 - Inventory - Coffee	1.25	0.00
R2	16007-2000 - Inventory - Coffee	0.00	0.00
R2	16008-1000 - Inventory - 3n1	0.00	0.00
R2	16008-2000 - Inventory - 3n1	0.00	0.00
R2	16020-1000 - Inventory - 000 Cat	0.00	0.00
R2	16020-2000 - Inventory - 000 Cat	0.00	0.00
R2	16021-1000 - Inventory - 000-A1	0.00	0.00
R2	16021-2000 - Inventory - 000-A1	0.00	0.00
R2	16022-1000 - Inventory - RM	2,480.00	0.00
R2	16022-2000 - Inventory - RM	0.00	0.00
R2	16023-1000 - Inventory - VIP	0.00	0.00
R2	16023-2000 - Inventory - VIP	0.00	0.00
R2	16024-1000 - Inventory - FG	0.00	0.00
R2	16024-2000 - Inventory - FG	0.00	0.00
R2	16025-1000 - Inventory in Transit new	3,500.00	0.00
R2	16025-2000 - Inventory in Transit new	0.00	0.00
R2	16100-1000 - Inventory in Transit-Location	120.00	0.00
R2	16100-2000 - Inventory in Transit-Location	0.00	0.00
R2	16200-1000 - Inventory - W/P	0.00	0.00
R2	16200-2000 - Inventory - W/P	0.00	0.00
R2	10000-1000 - Check book in Bank	6,092.04	1,000.00
R2	10000-2000 - Check book in Bank	0.00	0.00
R2	11000-1000 - Cash Clearing-Location A	0.00	0.00
R2	11000-2000 - Cash Clearing-Location B	0.00	0.00
R2	12000-1000 - Accounts Receivable	840.00	0.00
R2	12000-2000 - Accounts Receivable	0.00	0.00
R2	12300-1000 - Discount Receivable	0.00	0.00
R2	12300-2000 - Discount Receivable	0.00	0.00
R2	12500-1000 - Credit Card Receivable	0.00	0.00
R2	12500-2000 - Credit Card Receivable	0.00	0.00
R2	12700-1000 - Storage Receivable	0.00	0.00
R2	12700-2000 - Storage Receivable	0.00	0.00
R2	16000-1000 - Inventory-Location A	13,790.00	0.00
R2	16000-2000 - Inventory-Location B	500.00	0.00
R2	16001-1000 - Inventory-Item1	1,100.00	0.00
R2	16001-2000 - Inventory-Item1	0.00	0.00
R2	16002-1000 - Inventory-Item2	0.00	0.00
R2	16002-2000 - Inventory-Item2	0.00	0.00
R2	16003-1000 - Inventory - Test1	2,690.00	0.00
R2	16003-2000 - Inventory - Test1	0.00	0.00
R2	16005-1000 - Inventory - G. Sugar	0.00	0.00



Note that all account rows generated by Print Each feature will take the Row ID of the row it was generated from. In this example, R2. Also,

Print Each checkbox is unchecked

1. In a selected row in the Row Designer, with any Filter Accounts configuration that includes two or more accounts, uncheck the **Print Each** checkbox. In this example, Type=Asset is used.

Row Designer - Report row B

Details | Audit Log (19)

Row Name: Report row B | Description:

Options | Generate | ShowHide | GL COD | Formula | Highlight | Layout | Filter Records (F3)

Row Type	ID	Row Type	Row Name	Row Calculation	Balance Side	Filter Accounts	Source	Account Type	Print Each	Hidden
Cash Flow Activity	<input type="checkbox"/>	R1	Column Name						<input type="checkbox"/>	<input type="checkbox"/>
Column Name	<input checked="" type="checkbox"/>	R2	Filter Accounts	Assets	Debit	[Type] = 'Asset'	Column	B5	<input type="checkbox"/>	<input type="checkbox"/>
Column Name Page Header	<input checked="" type="checkbox"/>	R3	Double Underscore						<input type="checkbox"/>	<input type="checkbox"/>

2. Use the row designer record and print the report. It will show the Row > Assets as shown in the Row Designer.

Report A

As Of 12/31/2015

Wednesday, January 27, 2016

8:47 PM

Id	Name	2015	2014
R2	Assets	31,113.29	1,000.00