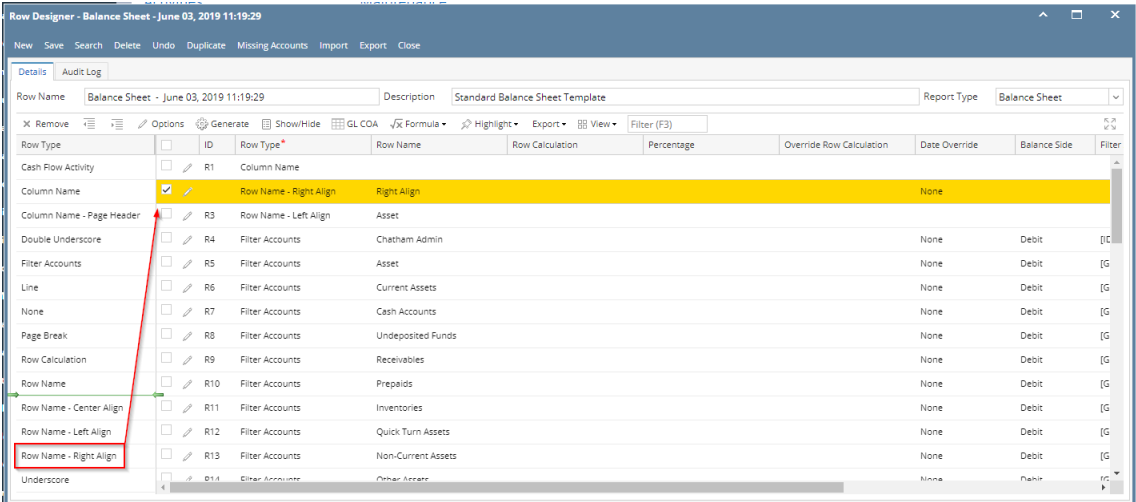


How to Add Row Name - Right Align row

The **Row Name - Right Align** row will ignore any column configuration you have. It will take the entire report page as its basis and the value entered in the Row Name field will be shown at the right-most part of your report.
Follow these steps to add a Row Name - Right Align row.

1. From the **Row Type** section select **Row Name - Right Align** and drag it to the grid area, in the position you want that row be added.
2. Enter a value in the **Row Name** field.
3. All other fields are not anymore necessary so you can leave those out.

This is how Row Name - Right Align row will look like when you follow the above steps.



This is how it will be shown when you print your financial report.

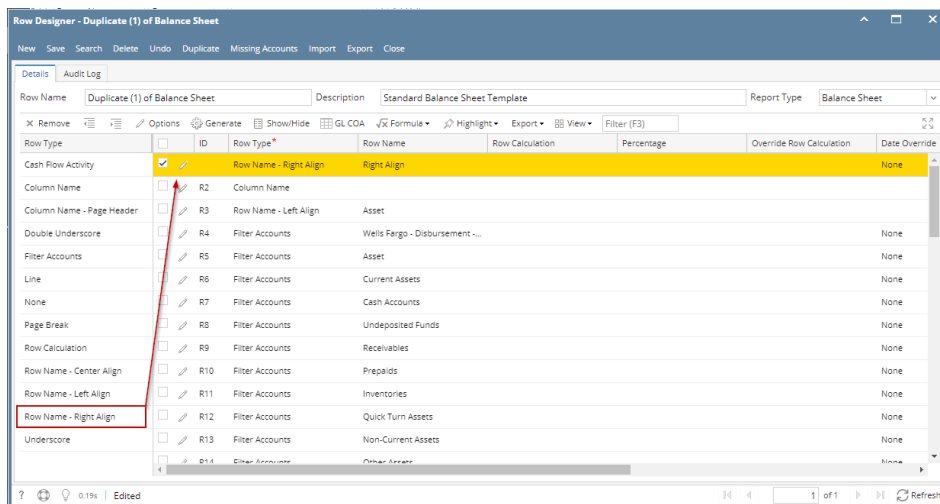
Balance Sheet - June 07, 2018 18:26:39				
As Of 6/7/2018		Thursday, June 14, 2018 11:24 AM		
	Current Year	Current Units	Prior Year	Right Align Prior Units
Asset				
Wells Fargo - Disbursement - Home office - Admin	6,972,804	-1	7,028,376	-1
Asset	36,398,668	6,494,329	-9,678,869	543
Cash Accounts	-85,789,473	-6,492,768	-27,754,617	4
Receivables	24,009,675	3,368,954	29,478,176	3,257,048
Prepays	1,790,236	0	1,790,236	0
Inventories	848,993,584	50,930,197	848,283,809	52,065,719
Other Assets	-1,425,774	-3,869,874	-1,423,735	-3,529,308
Total Assets :	823,976,916	50,430,838	840,694,998	51,794,006

You can enhance this row by setting its **Font Properties** and **Row Height**. See [How to Configure Row Font Properties and Row Height](#) topic to guide you on how to do this.

The **Row Name - Right Align** row will ignore any column configuration you have. It will take the entire report page as its basis and the value entered in the Row Name field will be shown at the right-most part of your report.
Follow these steps to add a Row Name - Right Align row.

1. From the **Row Type** section select **Row Name - Right Align** and drag it to the grid area, in the position you want that row be added.
2. Enter a value in the **Row Name** field.
3. All other fields are not anymore necessary so you can leave those out.

This is how Row Name - Right Align row will look like when you follow the above steps.



This is how it will be shown when you print your financial report.

Balance Sheet - June 03, 2019 11:19:29				
As Of 6/3/2019			Monday, June 3, 2019 4:39 PM	
	Current Year	Current Units	Prior Year	Prior Units
				Right Align
Asset				
Chatham Admin	6,997,204	-1	6,997,204	-1
Asset	36,886,600	28,888,448	36,784,018	28,888,448
Cash Accounts	-79,545,020	-29,108,521	-78,466,735	-29,108,477
Receivables	25,035,157	3,739,651	24,712,446	3,692,276
Prepays	1,790,236	3,022,819	1,790,236	3,022,819
Inventories	1,120,448,855	79,188,581	849,891,599	72,783,243
Other Assets	-1,468,117	-8,023,023	-1,455,776	-7,091,840
Total Assets :	1,103,147,711	77,707,955	833,255,788	72,186,469

You can enhance this row by setting its **Font Properties** and **Row Height**. See [How to Configure Row Font Properties and Row Height](#) topic to guide you on how to do this.

The **Row Name - Right Align** row will ignore any column configuration you have. It will take the entire report page as its basis and the value entered in the Row Name field will be shown at the right-most part of your report. Follow these steps to add a Row Name - Right Align row.

1. From the **Row Type** section select **Row Name - Right Align** and drag it to the grid area, in the position you want that row be added.
2. Enter a value in the **Row Name** field.
3. All other fields are not anymore necessary so you can leave those out.

This is how Row Name - Right Align row will look like when you follow the above steps.

Row Designer - Test BS

New Save Search Delete Undo Duplicate Missing Accounts Import Export Close

Details Audit Log

Row Name: Test BS Description: Test BS Report Type: [Dropdown]

X Remove [Icons] Options Generate Show/Hide GL COA [X] Formula Highlight Export View Filter (F3)

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Account Type	Print Each	Hidden	
Cash Flow Activity	R1	Line						None				<input type="checkbox"/>	<input type="checkbox"/>	
Column Name	R2	None						None				<input type="checkbox"/>	<input type="checkbox"/>	
Column Name - Page Header	R3	Column Name										<input type="checkbox"/>	<input type="checkbox"/>	
Double Underscore	R4	Filter Accounts	10003-0000-000 Fifth Third - ...					None	Debit	[ID] = '10003-0000-000'	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Filter Accounts	R5	Filter Accounts	40000-0000-001 Sales					None	Debit	[ID] = '40000-0000-001'	Column	IS	<input type="checkbox"/>	<input type="checkbox"/>
Line	R6	Filter Accounts	39000-0000-000 Retained Ea...					None	Debit	[ID] = '39000-0000-000'	Column	RE	<input type="checkbox"/>	<input type="checkbox"/>
None	R7	Underscore						None				<input type="checkbox"/>	<input type="checkbox"/>	
Page Break	R8	Row Calculation		R4+R5+R6				None				<input type="checkbox"/>	<input type="checkbox"/>	
Row Calculation	R9	Double Underscore						None				<input type="checkbox"/>	<input type="checkbox"/>	
Row Name - Center Align	R10	None						None				<input type="checkbox"/>	<input type="checkbox"/>	
Row Name - Left Align	R11	Row Name - Left Align	Center Align - Row Name					None				<input type="checkbox"/>	<input type="checkbox"/>	
Row Name - Right Align	R12	Row Name - Left Align	Left Align - Row Name					None				<input type="checkbox"/>	<input type="checkbox"/>	
Underscore		<input checked="" type="checkbox"/>	Row Name - Right Align	Right Align - Row Name				None				<input type="checkbox"/>	<input type="checkbox"/>	

0.57s Edited Page 1 of 1 Refresh

This is how it will be shown when you print your financial report.

Trial Balance Detail - March 20, 2018 16:12:17

Print Report Print Page Save To File Save To Window First Page Previous Page Page Count: 1 Next Page Last Page Find Text Parameters Panel Document Map Close Period Archive Close

Trial Balance Detail - March 20, 2018 16:12:17
As Of 3/20/2018 Wednesday, March 21, 2018 2:26 PM

	Beginning Balance	Total Debit	Total Credit	Total Debit Units	Total Credit Units	Ending Balance
10003-0000-000 Fifth Third - Petro Operation	10,594,622.11	0.00	0.00	0.00	0.00	10,594,622.11
39000-0000-000 Retained Earnings	(79,903,407.91)	0.00	0.00	0.00	0.00	(79,903,407.91)
	(69,308,785.80)			0.00	0.00	(69,308,785.80)

Left Align - Row Name Center Align - Row Name Right Align - Row Name

You can enhance this row by setting its **Font Properties** and **Row Height**. See [How to Configure Row Font Properties and Row Height](#) topic to guide you on how to do this.

The **Row Name - Right Align** row will ignore any column configuration you have. It will take the entire report page as its basis and the value entered in the Row Name field will be shown at the right-most part of your report.

Follow these steps to add a Row Name - Right Align row.

1. From the **Row Type** section select **Row Name - Right Align** and drag it to the grid area, in the position you want that row be added.
2. Enter a value in the **Row Name** field.
3. All other fields are not anymore necessary so you can leave those out.

This is how Row Name - Right Align row will look like when you follow the above steps.

Row Designer - Report A row

New Save Search Delete Undo Duplicate Verify Accounts Close

Details Audit Log (21)

Row Name: Report A row Description: row description

X Remove [Icons] Options Generate Show/Hide GL COA [X] 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	R1	Line							<input type="checkbox"/>	<input type="checkbox"/>
Column Name	R2	None							<input type="checkbox"/>	<input type="checkbox"/>
Column Name Page Header	R3	Column Name							<input type="checkbox"/>	<input type="checkbox"/>
Double Underscore	R4	Filter Accounts	Revenue		Credit	[Type] = 'Revenue'	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Filter Accounts	R5	Filter Accounts	Expense		Debit	[Type] = 'Expense'	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Line	R6	Underscore							<input type="checkbox"/>	<input type="checkbox"/>
None	R7	Row Calculation	Net Income	R4-R5					<input type="checkbox"/>	<input type="checkbox"/>
Page Break	R8	Double Undersco...							<input type="checkbox"/>	<input type="checkbox"/>
Percentage	R9	Row Name - Left ...	Left align row test						<input type="checkbox"/>	<input type="checkbox"/>
Row Calculation	R10	Row Name - Cent...	Center align row ...						<input type="checkbox"/>	<input type="checkbox"/>
Row Name - Center Align		<input checked="" type="checkbox"/>	Row Name - Right...	Right align row te...					<input type="checkbox"/>	<input type="checkbox"/>
Row Name - Left Align		<input type="checkbox"/>							<input type="checkbox"/>	<input type="checkbox"/>
Row Name - Right Align		<input checked="" type="checkbox"/>							<input type="checkbox"/>	<input type="checkbox"/>
Underscore		<input type="checkbox"/>							<input type="checkbox"/>	<input type="checkbox"/>

This is how it will be shown when you print your financial report.

Report A

As Of 12/31/2015

Monday, January 18, 2016
7:50 PM

Id	Name	2015	2014
R4	Revenue	18,329.75	1,000.00
R5	Expense	16,952.74	0.00
R7	Net Income	1,377.01	1,000.00

Left align row test

Center align row test

Right align row test

You can enhance this row by setting its **Font Properties** and **Row Height**. See [How to Configure Row Font Properties and Row Height](#) topic to guide you on how to do this.

The **Right Title row** will ignore any column configuration you have. It will take the entire report page as its basis and the value entered in the Description field will be shown at the right-most part of your report.

Follow these steps to add a Right Title row.

1. A new row will be available in the grid section.
2. Enter a value in the **Description field**.
3. In the **Row Type** field, select Right Title.
4. All other fields are not anymore necessary so you can leave those out.

This is how Right Title row will look like when you follow the above steps.

Row Designer					
<div> <div>New Save Search Delete Undo Duplicate Fonts Generate Row Verify Accounts Total Calculations Close</div> <div> Row Name: BS Description: Balance Sheet by account type </div> <div> Insert Remove Up Down Filter Records (F3) </div> </div>					
ID	Description	Row Type	Related Rows	Balance Side	Filter Accounts
1		Line		Debit	
12		Description Title		Debit	
2	Assets	Calculation		Debit	[Type] = 'Asset'
3		Double Underscore		Debit	
4		None		Debit	
5	Liabilities	Calculation		Credit	[Type] = 'Liability'
6	Equity	Calculation		Credit	[Type] = 'Equity'
7	Revenues	Hidden		Credit	[Type] = 'Revenue'
8	Expenses	Hidden		Debit	[Type] = 'Expense'
9	CYE	Total Calculation	R7 - R8	Debit	
13		Underscore		Debit	
10	Liabilities and Equity	Total Calculation	R5 + R6 + R9	Debit	
11		Double Underscore		Debit	
14		Page Break		Debit	
15	Left Title test	Left Title		Debit	
16	Center Title test	Center Title		Debit	
17	Right Title test	Right Title		Debit	

This is how it will be shown when you print your financial report.

Balance Sheet		
As Of 4/15/2015		Thursday, April 16, 2015 10:34 AM
<hr/>		
Left Title test		Center Title test
Right Title test		

You can enhance this row by setting its **Font Properties** and **Row Height**. See [How to Configure Row Font Properties and Row Height](#) topic to guide you on how to do this.

The **Right Title row** will ignore any column configuration you have. It will take the entire report page as its basis and the value entered in the Description field will be shown at the right-most part of your report.

Follow these steps to add a Right Title row.

1. A new row will be available in the grid section.

2. Enter a value in the **Description** field.
3. In the **Row Type** field, select Right Title.
4. All other fields are not anymore necessary so you can leave those out.

This is how Right Title row will look like when you follow the above steps.

Row Designer

Row Name: Balance Sheet Description: Summary Balances per Account Type

Insert Delete Up Down Filter Records (F3)

ID	Description	Row Type	Related Rows	Balance Side	Filter Accounts
1		Line		Debit	
2		Description Title		Debit	
3	Assets	Left Title		Debit	
4	Total Assets	Calculation		Debit	[Type] = 'Asset'
5		Double Underscore		Debit	
6		None		Debit	
7	Liabilities	Left Title		Debit	
8	Total Liabilities	Calculation		Credit	[Type] = 'Liability'
9		Underscore		Debit	
10		None		Debit	
11	Equity	Left Title		Debit	
12	Equity - exclusive of RE	Calculation		Credit	[Type] = 'Equity' And [Group] <...
13	Retained Earnings	Calculation		Credit	[Group] = 'Retained Earnings'
14	Current Year Earnings	Total Calculation	R21 - R22	Debit	
15		Underscore		Debit	
16	Total Equity	Total Calculation	R12 + R13 + R14	Debit	
17		None		Debit	
18		Underscore		Debit	
19	Total Liabilities and Equity	Total Calculation	R8 + R16	Debit	
20		Double Underscore		Debit	
21	Revenue and Sales	Hidden		Credit	[Type] = 'Revenue'
22	Expense and COGS	Hidden		Debit	[Type] = 'Expense'
23		Page Break		Debit	
24	Center Title Test	Center Title		Debit	
25	Right Title Test	Right Title		Debit	

This is how it will be shown when you print your financial report.

Balance Sheet - PrevCur

Page 2 of 2 Pdf

Balance Sheet - PrevCur
As Of 9/11/2014

Friday, September 12, 2014
6:15 PM

Center Title Test	Right Title Test
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You can enhance this row by setting its **Font Properties** and **Row Height**. See [How to Configure Row Font Properties and Row Height](#) topic to guide you on how to do this.