Adding and Modifying Result Objects and Display of a Report

ACE Reports

April 2024

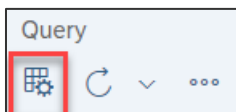U.S. Customs and
Border Protection

INTRODUCTION

You can view and manipulate the display of available objects in a report table, as well as modify the display of a report. Result Objects are the data elements that display in the report.
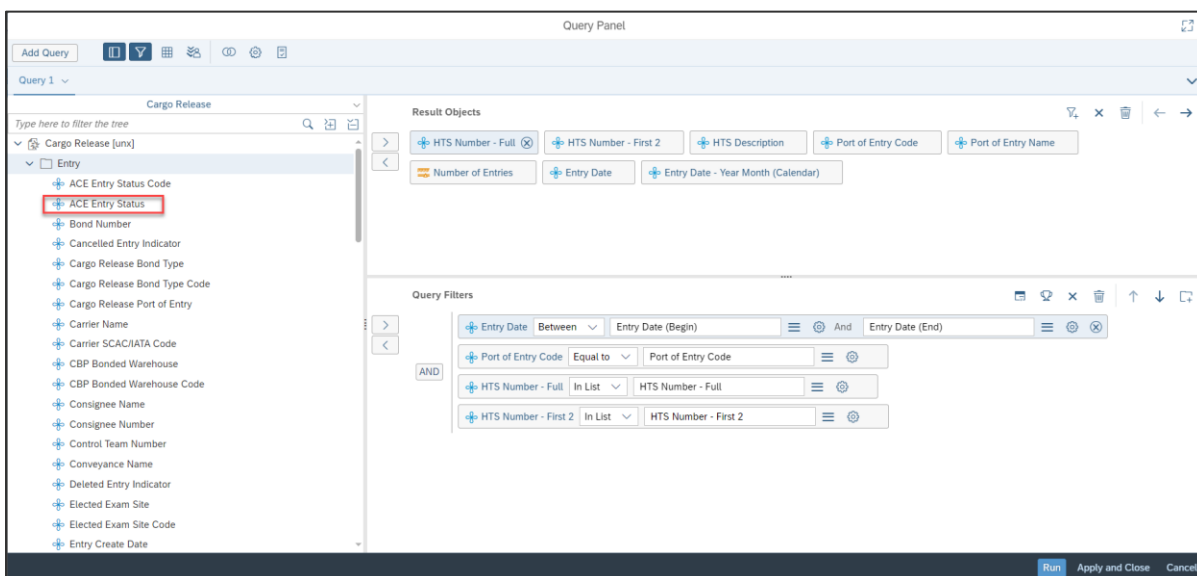
NOTE: New objects added to the **Results Objects** pane in the **Query Panel** display in the **Available Objects** list, but do not automatically display in the existing tables of a report.

ADD AND MODIFY OBJECTS IN A REPORT

1. Open a saved report.

2. Select **Design** mode.

3. In **Design** mode, in the **Query** tab, select the **Edit** icon 🔳.

The **Query Panel** displays.

4. If necessary, in the universe outline menu, expand the folder(s) to display available object(s).
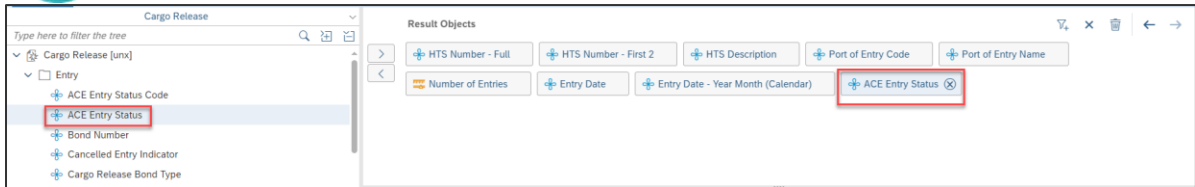
NOTE: You can also search for an object by typing text in the **Type here to filter the tree** field and selecting the magnifying glass button.

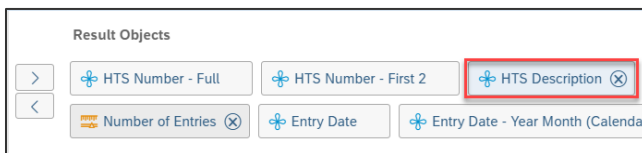5. Drag and drop a data object from the universe outline menu pane to the **Result Objects** pane.

> **NOTE**: Placement of data objects within the **Result Objects** panel does not affect how they display in the report.
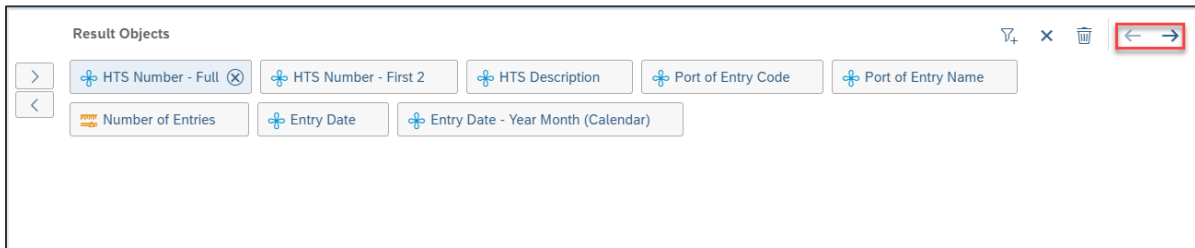
6. Repeat steps 4 and 5, as needed.

7. If necessary, to remove a **Result Object**:

   a. Select the object to display the ⊗ icon.

   b. Select the ⊗ icon to remove the object.

8. If necessary, to reorder the objects, select the object and the desired arrow to move the object left or right.

> **NOTE:** You can also click and drag objects to reorder them in the **Result Objects** pane.

9. Select the **Apply and Close** button.

> **IMPORTANT**: If the report being modified has previously been run and has data displaying, when the user selects **Apply and Close** it is going to clear the existing data from the report. This is normal. Refresh the report.

10. Select the **Show Main Panel** button.

11. In the main panel:

    a. Select the **Show document dictionary** ⬡ button.

    b. If necessary, expand the **Dimensions** and/or **Measures** folders

    c. Drag and drop an object into your report.

    NOTE: You can select multiple objects by holding the CTRL button while selecting objects.

The report displays the new data object(s).

12. **Save** 💾 the report.

13. **Refresh** ⟳ the report.