

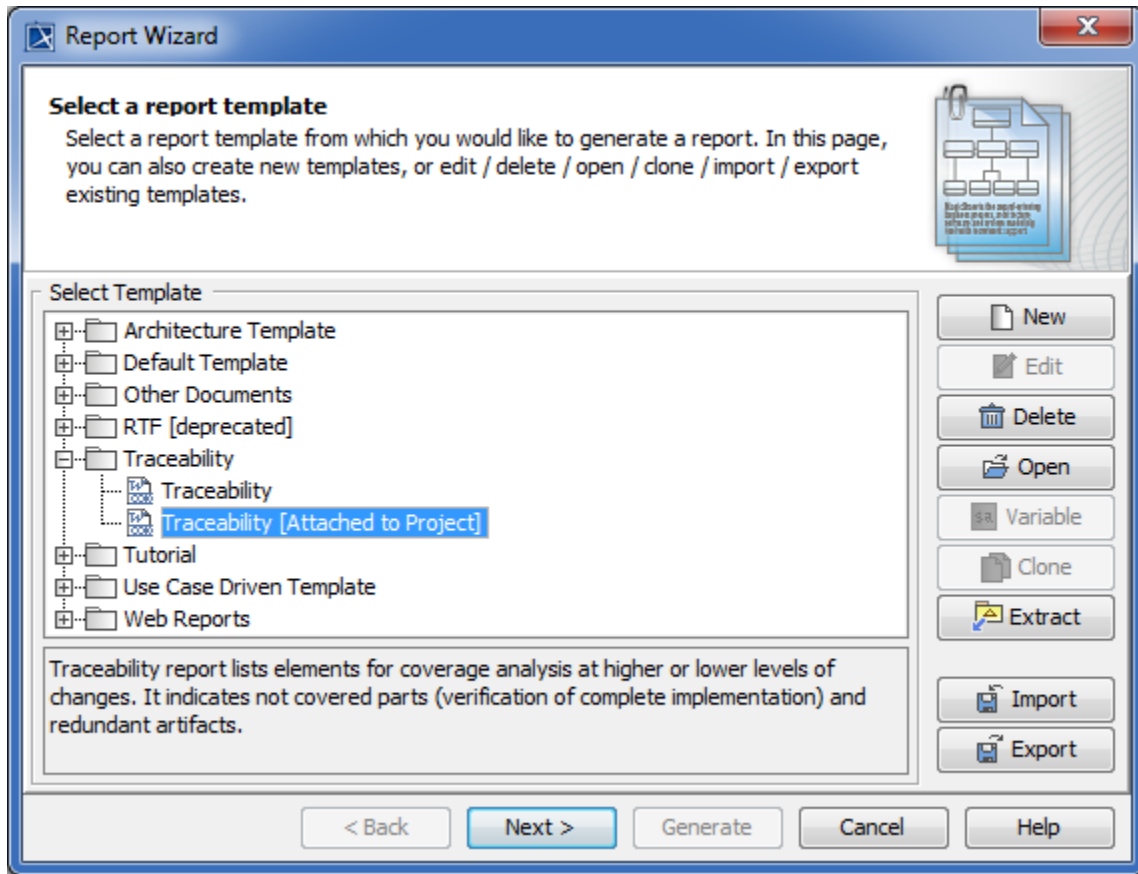
# Report Template

This is a custom element used to store a report template file (.mrzip) attached to the project.

In contrast to the report templates stored in the local report templates folder (<modeling tool configuration files directory>\data\reports), a report template attached to the project as this specific type of model element is not lost when you open the project on another computer. It is safely transferred within the project (either local or server).

To attach a report template to the project

1. From the main menu, select **Tools > Report Wizard**. The **Report Wizard** dialog opens.
2. Select the report template you want to attach to the project and click the **Attach** button. The selected report template is duplicated, and the duplicate is attached to the open project. It is visible in the **Containment tree** directly under the root package. As the following figure shows, in the **Report Wizard** dialog it is marked with the "[Attached to Project]" tag.



Attached to a project report template in the Report Wizard dialog.

You can generate a report from the attached report template in one of the following ways:

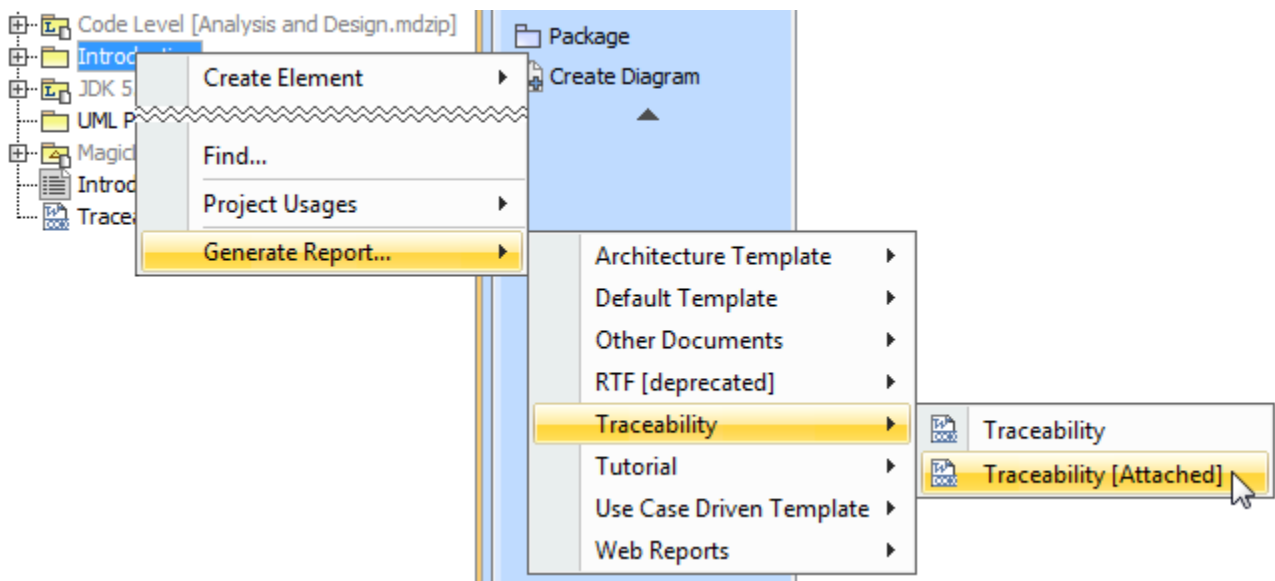
- Right-click the attached report template in the Containment tree. From the shortcut menu select **Generate Report**. The **Report Wizard** dialog opens with the attached report template already selected. Proceed to the subsequent steps of the wizard.
- Right-click the namespace (for example, a Package) in the Containment tree. From the shortcut menu select **Generate Report**. Then select the appropriate report templates category and click the attached report template.



The "[Attached]" tag helps to identify attached to project report templates on this menu.

Proceed to the subsequent steps of the wizard.

- From the main menu, select **Tools > Report Wizard**. In the **Report Wizard** dialog, select the report template and proceed to the subsequent steps of the wizard.



Selecting attached to project report template for report generation.

If you no longer need the attached report template, you can simply delete it from the model. Just select it in the Containment tree and press **Delete**.

If you need to modify the attached report template, do the following:

- Extract it to the local report templates folder.
- Open the extracted template for edit and make changes in it.
- After you finish editing, reattach the updated report template to your project.

To extract a report template to the local report templates folder

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- From the main menu, select **Tools > Report Wizard**. The **Report Wizard** dialog opens.
  - Select the report template you want to extract to the local report templates folder and click the **Extract** button.
  - If a message asking to confirm the update of already existing report template appears, click **Yes**.

The report template appears in the local report templates folder and can be opened for edit. It also remains attached to the open project.

#### Related pages

- [Report Wizard](#)
- [Containment Tree](#)
- [Model Elements](#)