

# FAQs

To generate an output report document from Report Wizard

1. On the **Tools** menu, click **Report Wizard**. The **Report Wizard** dialog will open.
2. Select the template or create a new one. Click **Next**.
3. Specify Report Data and add information for the variables. Click **Next**.
4. Select the document scope from the corresponding packages. Click **Next**.
5. Select the output location, images format, and text for blank fields.
6. Click **Generate**.

To add a new report template

1. On the **Tools** menu, click **Report Wizard**. The **Report Wizard** dialog will open.
2. Click **New**. The **New** dialog will open.
3. Enter the template name and description. Click the  button to specify the template file location.
4. Click **Create**.



Once a new template has been created, Report Wizard will add a folder with the entered template name and save the selected template in this folder.

To remove a template

1. On the **Tools** menu, click **Report Wizard**. The **Report Wizard** dialog will open.
2. Select a template from the list and click **Delete**.



Once removed, the selected template with its folder and reports cannot be recovered.

How to modify a template file

1. On the **Tools** menu, click **Report Wizard**. The **Report Wizard** dialog will open.
2. Select a template from the list and click **Open**. The default editor and a template file for editing will open.
3. Modify the template and perform the save command in the editor.



A different editor will be used for each template format. For example, MS Word could be used for \*.rtf template modification, or Macromedia Dreamweaver could be used for \*.html template editing.

To add a **Report Data** into the template

1. On the **Tools** menu, click **Report Wizard**. The **Report Wizard** dialog will open.
2. Select a template or create a new one. Click **Next**. The **Select Report Data** pane will appear.
3. Click **New**. The **New** dialog will appear.
4. Enter the Report Data **name** and **description**. Click **Create**. A new **Report Data** will be created. In the next step, you may add new fields or delete the existing ones.

To remove **Report Data** from the template

1. On the **Tools** menu, click **Report Wizard**. The **Report Wizard** dialog will open.
2. Select a template or create a new one. Click **Next**. The **Select Report Data** pane will appear.
3. Select the **Report Data** from the list and click **Delete**.

To set the default viewer option for the report file

1. On the **Tools** menu, click **Report Wizard**. The **Report Wizard** dialog will open.
2. Select a template and **Report Data** and specify the variables and package scope. Click the **Next** button to proceed.
3. At the last wizard step, select the **Display in viewer** after generating report check box. The report output will be displayed in the default editor or browser.

To change an output image format

1. On the **Tools** menu, click **Report Wizard**. The **Report Wizard** dialog will open.
2. Select a template and **Report Data** and specify the variables and package scope. Click the **Next** button to proceed.
3. At the last wizard step, select the output image format from the **Report Image Format** box.



The supported image formats include:

\*.**PNG** and \*.**JPG**

for all supported report templates.

\*.**SVG**

for *HTML*, *XML* and Text report templates.

\*.**EMF** and \*.**WMF**

for *RTF*, *OOXML* and Text report templates

To change an empty value configuration

1. On the **Tools** menu, click **Report Wizard**. The **Report Wizard** dialog will open.
2. Select a template and **Report Data** and specify the variables and package scope each time. Click the **Next** button to proceed.
3. At the last wizard step, select an option for output on blank fields:
  - Select **Display empty value** or **Display value as**, and select **NA** or
  - Enter the text to represent other than null value when the template query fields return empty.

To add a new variable

1. On the **Tools** menu, click **Report Wizard**. The **Report Wizard** dialog will open.
2. Select a template and **Report Data**. Click the **Next** button to proceed.
3. Click the **New** button when the **Variable** pane opens. The **Variables** dialog will open.
4. Enter the name of a new variable and its value (the value can be modified later after the variable has been created).
5. Click **Create**.

To delete a variable

1. On the **Tools** menu, click **Report Wizard**. The **Report Wizard** dialog will open.
2. Select a template and **Report Data**. Click the **Next** button to proceed.
3. Select a field and click **Delete** when the **Variable** step opens.



You cannot recover any deleted **Report Data**.

To modify a variable

1. On the **Tools** menu, click **Report Wizard**. The **Report Wizard** dialog will open.
2. Select a template and **Report Data**. Click the **Next** button to proceed with the steps.
3. Select a field and modify its value when the **Variable** step opens. The value can be modified in the properties list or in the **Field Value** box below the properties list.

To select a package for report generation

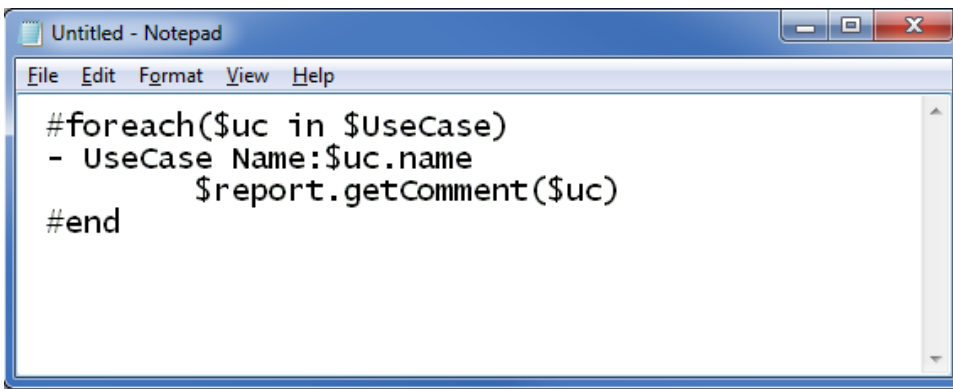
1. On the **Tools** menu, click **Report Wizard**. The **Report Wizard** dialog will open.
2. Select a template and **Report Data** and specify the variables. Click the **Next** button to proceed.
3. The package tree will open. Select the package of the project and click the **Add** button to add the elements from the package to the report.



Clicking the **Add** button will add only the selected element, not its children, to the report scope. In order to include all children, click the **Add Recursively** button instead.

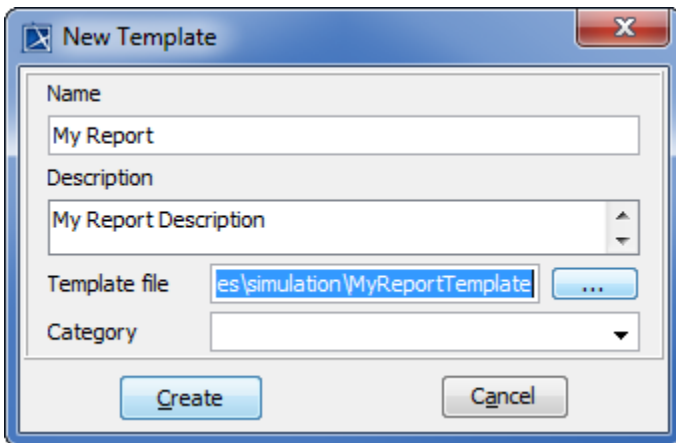
To generate a normal text output format

1. Create the MagicDraw query in the text file using the text editor, see figure below.



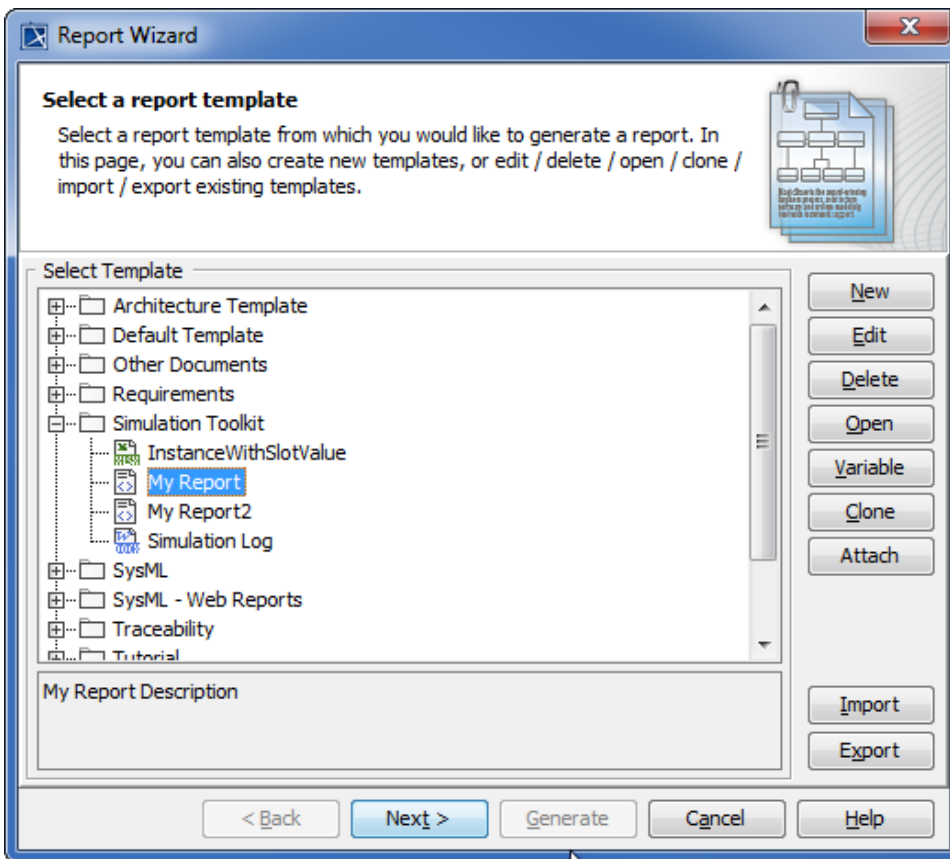
Entering Query in the Normal Text Template.

2. Create a new template in the **Report Wizard** dialog through the **New Template** dialog, see figure below.

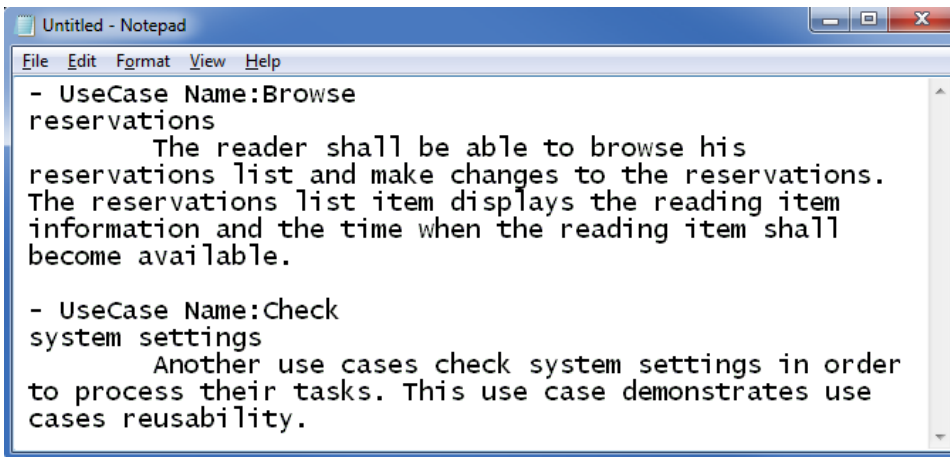


Creating New Text Template.

3. Select Text Template, see first figure below, and generate the output report, see second figure below.



Selecting Text Template to Generate Report Output.



Text Output Report.