

Report Wizard Row Fields Tab

i The Row Fields tab determines how you want to organize results from a report query. It complements the data fields tab. For example, you request the data field Contract Revenue, and then on this tab you ask that it be categorized by client and subcategorized by project. You can optionally show subtotals in the report for each category. If a field is crossed out, then it has already been added to either this tab or the [Page fields](#) tab. You can still add crossed out fields. Projector automatically moves them between tabs.

Ginsu Report Wizard - (new report)

Output | Format | Description | Data Fields | **Row Fields** | Column Fields | Page Fields | Filter Fields | Distribution | Schedule | Parameters

467 fields ⚙️ 2 fields selected

Q Enter search term...

- ▶ Date Fields
- ▶ Engagement Fields
- ▶ Expense Document Fields
- ▶ Hours Fields
- ▶ Integration Fields
- ▶ Invoice Fields
- ▶ Other Fields
- ▶ Project Fields
- ▶ Resource Fields
- ▶ Role Fields
- ▶ Skill Fields
- ▶ Task Fields
- ▶ Time Fields
- ▶ Time Off Fields
- ▶ Transaction Fields
- ▶ Unit Fields
- ▶ Vendor Fields
- ▶ Workflow Fields

Engagement Division

Engagement Code

Check fields to produce field subtotals

Expand All | Collapse All | Check All | Uncheck All

← Previous | Next → | Save | Save As... | Submit & Distribute | **Submit** | Cancel

Installation Specific Fields

[User Defined Fields](#) will be automatically added as available fields. Each is prepended with its entity type. For example, the Resource UDF **School** would appear in the list as **Resource School**.

Client tree level fields will also be automatically added. If you have two client levels defined with the names of **Client** and **Subclient** you will find each level duplicated. See the screenshot below for an example.

Client Fields
Client
Client Inactive (Yes/No)
Client Name
Client Number
Client Source
Subclient
Subclient Inactive (Yes/No)
Subclient Name
Subclient Number
Subclient Source