



Custom Report Request Form

Please respond to all fields marked with the ⇨ symbol.

This form can be sent to SportingPulse by one of the following methods:

Email: support@sportingpulse.com

Fax: (03) 9872 5277

i *The more exact your specifications, the easier it is to create exactly what you want and the quicker we can get back to you with the finished report.*

Organisation

Name: ⇨ *Organisation requesting the report*

Contact: ⇨ *Person for SportingPulse to contact about the report*

Email: ⇨ *Contact email*

Phone: ⇨ *Contact phone number*

Description of Report

See Header and Footer, Groupings, Fields, Parameters and Formatting for examples of what to include here.

⇨

Mock-up

⇨ Please attach a mock-up of how you want the report to look (note: a spreadsheet is a good way to do this). If you cannot provide a mock-up, please provide a detailed description of how you want it to appear.

The following are some things to consider when designing a report:

Fields

Which fields do you want this report to display? Please indicate the order that you want the fields to display in, as well as any special formatting (ie: date format).

Groupings

A report can have several structured groupings. These will appear in headings throughout the report and also in the tree structure to the left of the report. Common groupings include Competition, Round, Club, Team and Match.

Formatting

Font: The standard font for reports is Verdana, with headings typically in size 14-24 and details in size 7-12.

Shading: Shading can make a report look more attractive and improve readability. Shading can generally be applied to each alternate record or each alternate group.

(Note: Some fax machines can render shaded text illegible. To turn off shading in all reports uncheck 'Report Shading' in Sportzware Central at Configuration | Workstation Configuration | Other)

Header and Footer

Below is a picture of the standard header. Please indicate any changes you require.:



The standard footer is in the following format:

Report filename Page x of y Print date (dd/mm/yyyy) Print time (hh:mm pp)

Parameters

Parameters allow you to filter the report, only showing a subset of the overall data. Common parameters include Competition, Round, Club, Team and Match.