


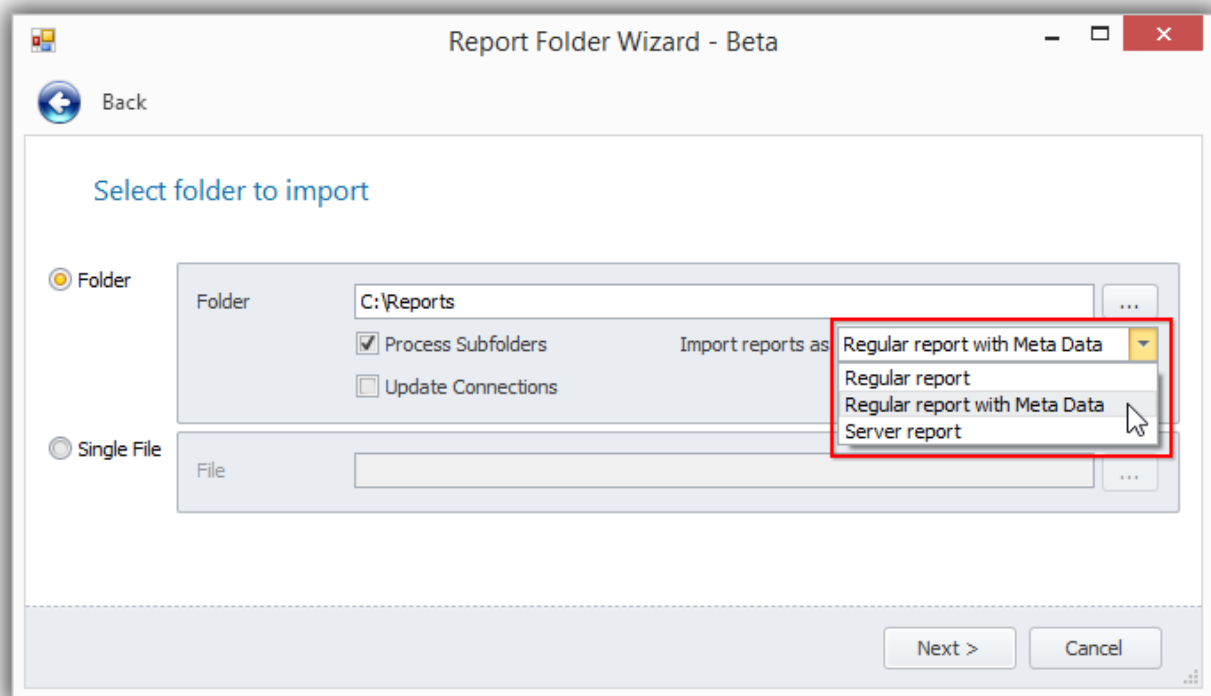
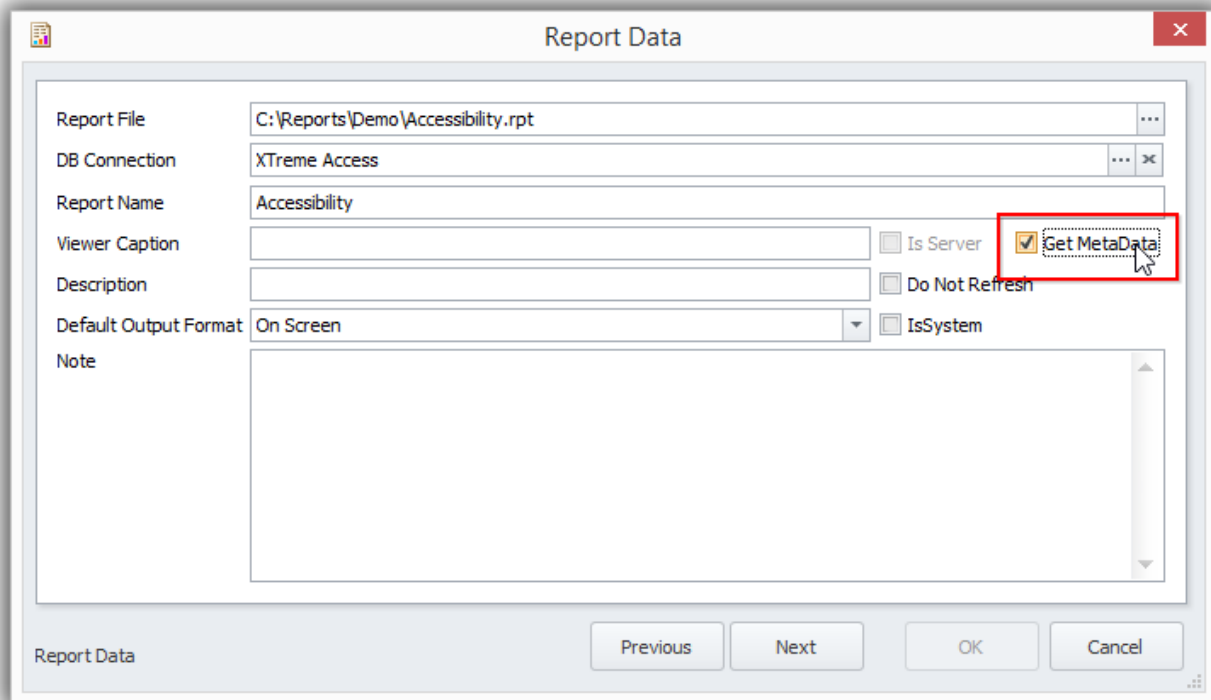
# R-Tag Documentation and Search

## Reports with Metadata

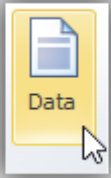
When Get Metadata checkbox is checked R-Tag will retrieve the structure of the report and will preserve for future use.

The icon of the reports with metadata looks like this:  Accessibility

The Metadata can be used to generate documentation, search the report for strings, names and property values and also to compare reports.



## Documentation



Select a report with metadata and click the button “Data”. The system will generate documentation and will show it as a HTML, PDF and searchable tree (Report Explorer). Documentation format is configurable so you can choose, which part of the available information you want to see. The default format include Report path, version, SQL, parameters, tables and tables’ fields, SQL expressions, formulas, sub-reports etc.

Document XML PDF Report Explorer

### Main Report

*C:\Reports\Demo\Accessibility.rpt*

#### SQL

```
SELECT Credit.Credit Authorization Number, Credit.Amount, Customer.Customer ID, Customer.Contact Last Name, Customer.Customer Name, Customer.Contact First Name FROM Customer Customer INNER JOIN Credit Credit ON Customer.Customer Credit ID=Credit.Customer Credit ID ORDER BY Customer.Customer ID, Customer.Contact Last Name
```

#### Parameters

Name	Type	Uses
Accessible	BooleanField	8

#### Tables

**Table: Customer**

##### Connection

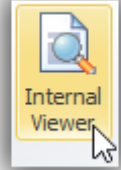
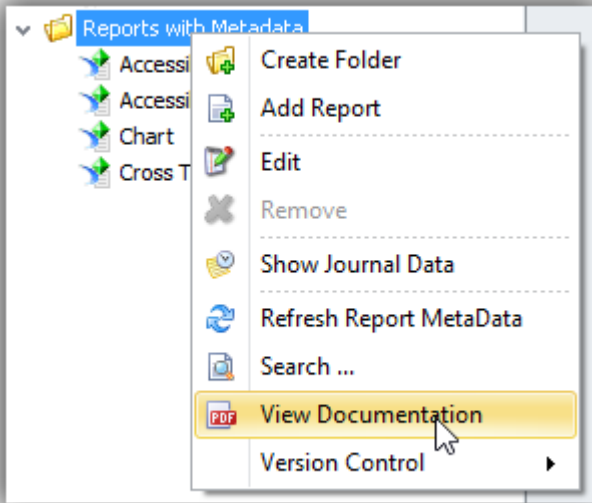
Server1	Database1	User1	Integrated1 Security
Xtreme Sample Database 11			False

##### Table Fields

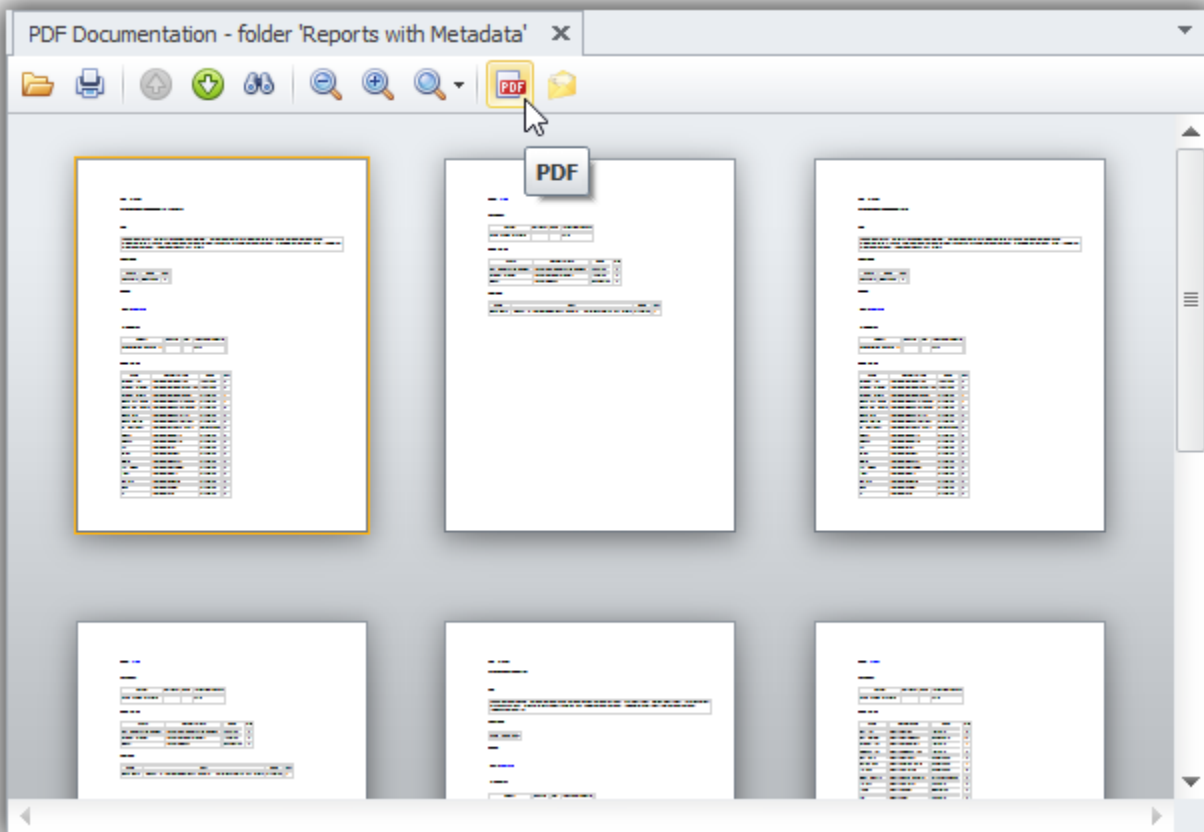
Name	Formula Name	Type	Uses
Customer ID	{Customer.Customer ID}	Int32sField	2
Customer Credit ID	{Customer.Customer Credit ID}	Int32sField	0
Customer Name	{Customer.Customer Name}	StringField	1
Contact First Name	{Customer.Contact First Name}	StringField	1
Contact Last Name	{Customer.Contact Last Name}	StringField	3
Contact Title	{Customer.Contact Title}	StringField	0
Contact Position	{Customer.Contact Position}	StringField	0
Last Year's Sales	{Customer.Last Year's Sales}	CurrencyField	0
Address1	{Customer.Address1}	StringField	0
Address2	{Customer.Address2}	StringField	0
City	{Customer.City}	StringField	0
Region	{Customer.Region}	StringField	0
Country	{Customer.Country}	StringField	0
Postal Code	{Customer.Postal Code}	StringField	0

You can open the documentation as a PDF file and print it or email it.

Button “Data” will generate the documentation for just one report. If you want to prepare documentation for all reports in a folder right click on it and select menu “View Documentation”. This will generate a PDF file containing all reports in the folder (including the subfolders). The PDF will be created with bookmarks so you can easily find the documentation for each of the reports. If “Internal viewer” button is down, the generated PDF will be open in R-Tag internal viewer, otherwise it will be open in the default PDF viewer installed on the system

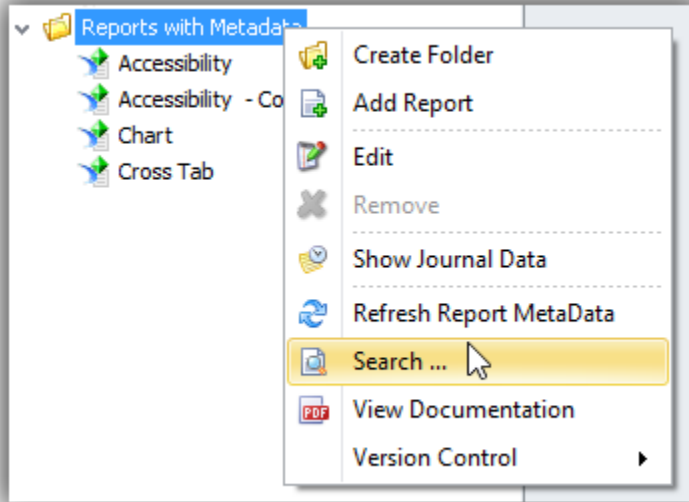


Even if you open the generated documentation with the internal viewer you can save it to the disk and open it using the default application for PDF. The screenshot bellow shows the internal viewer with zoom set to 30%

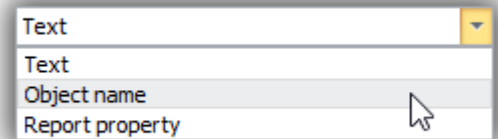
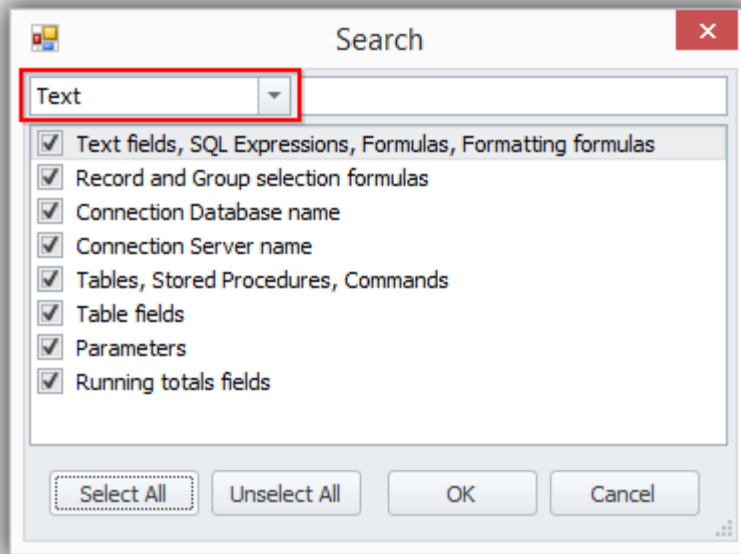


## Search

Search dialog is available from right click menu -> "Search"



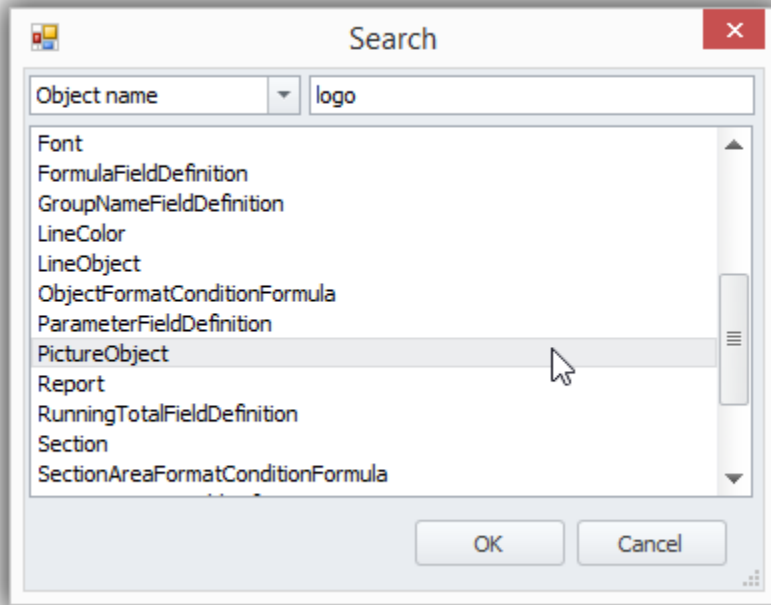
This dialog provides 3 ways to search reports: by Text, Report object and Report property



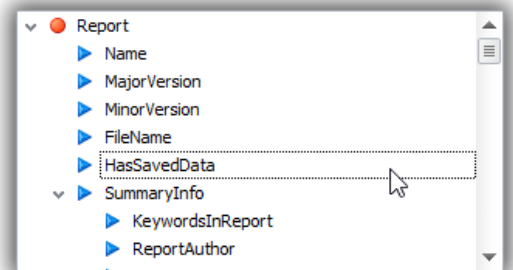
### Search by text

This method allows to search for a text based on an item selection. For example you can find all reports, which are using a specific table, stored procedure or have a parameter with specific name. You can insert just part of the text for example filter "cust" will find "customer" and "custom". This search method is very useful when you have a printed copy of the report and you are trying to find the report, which was used to create the copy. Search by any text, which looks hardcoded and R-Tag will return a list of reports containing it. Another possible usage is to find the reports, which has to be tested when you change table X or stored procedure Y.

## Search by object name



This search will be useful when you want to find reports containing a specific object. For example if you are going to change a logo you can find all the reports containing Picture Object with name containing the string “logo”. If the search string is empty R-Tag will return all the reports containing PictureObjects. There are plenty of options, for example you can find specific fonts, colors, subreports etc.



## Search by report property

Search by property allows you to get a list of all reports and to check a value for a certain property. For example searching for “HasSavedData” will return a list of all reports in the folder. This list will contain columns “Item” and “Value”, which can be used to create group and to separate the reports with saved and without saved data.

ID	Version ID	Report	Path	Report File Name	Subreport Name	Is Subreport	Parent	Item	VALUE
11811	8615	Accessibility	C:\Reports\Demo\	Accessibility.rpt	<<MainReport>>	<input type="checkbox"/>	Report	HasSavedData	False
11810	8614	Accessibility - Copy	C:\Reports\Demo\	Accessibility - Copy.rpt	<<MainReport>>	<input type="checkbox"/>	Report	HasSavedData	True
11812	8616	Chart	C:\Reports\Demo\	Chart.rpt	<<MainReport>>	<input type="checkbox"/>	Report	HasSavedData	True
11813	8617	Cross Tab	C:\Reports\Demo\	CrossTab.rpt	<<MainReport>>	<input type="checkbox"/>	Report	HasSavedData	True

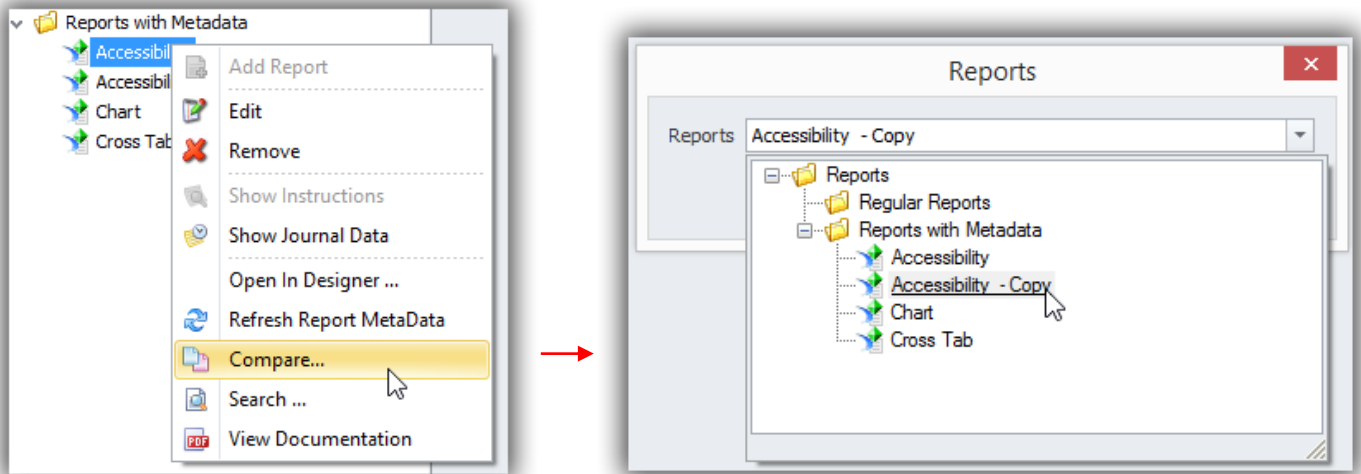
Item	VALUE
HasSavedData	False
HasSavedData	True
HasSavedData	True
HasSavedData	True

ID	Version ID	Report	Path	Report File Name	Subreport Name	Is Subreport	Parent	Item
<b>VALUE: False</b>								
...	8615	Accessibility	C:\Reports\Demo\	Accessibility.rpt	<<MainReport>>	<input type="checkbox"/>	Report	HasSavedData
<b>VALUE: True</b>								
...	8614	Accessibility - Copy	C:\Reports\Demo\	Accessibility - Copy.rpt	<<MainReport>>	<input type="checkbox"/>	Report	HasSavedData
...	8616	Chart	C:\Reports\Demo\	Chart.rpt	<<MainReport>>	<input type="checkbox"/>	Report	HasSavedData
...	8617	Cross Tab	C:\Reports\Demo\	CrossTab.rpt	<<MainReport>>	<input type="checkbox"/>	Report	HasSavedData

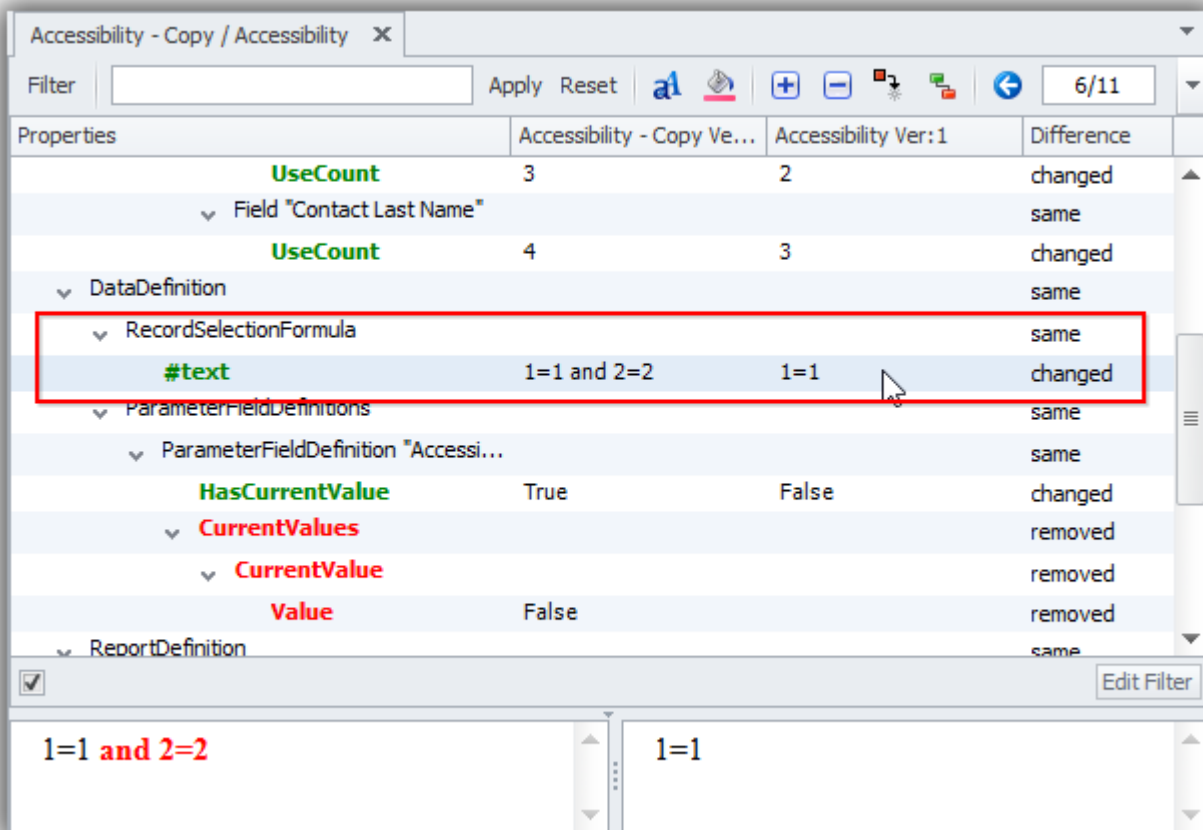
This search will allow you to find all the variances of the values for a specific property. For example you can run it for the property PrinterName and find all the printers set in the reports. PaperSize will return the list of preset papers so you can easily find the reports, which not following te company standard.

## Compare reports


Report metadata could be used to compare reports. Right click on a report and select menu “Compare...” From the dialog box select the other report you like to compare.






Comparison viewer will show the changes in red (for removed items) , blue ( for added items ) and green ( for changed items). When a changed property is selected the viewer will show the exact difference (marked in red) at the bottom






There is a filter, which allows quick search by property or value and toolbar buttons, which will help you to show the information in convenient way.

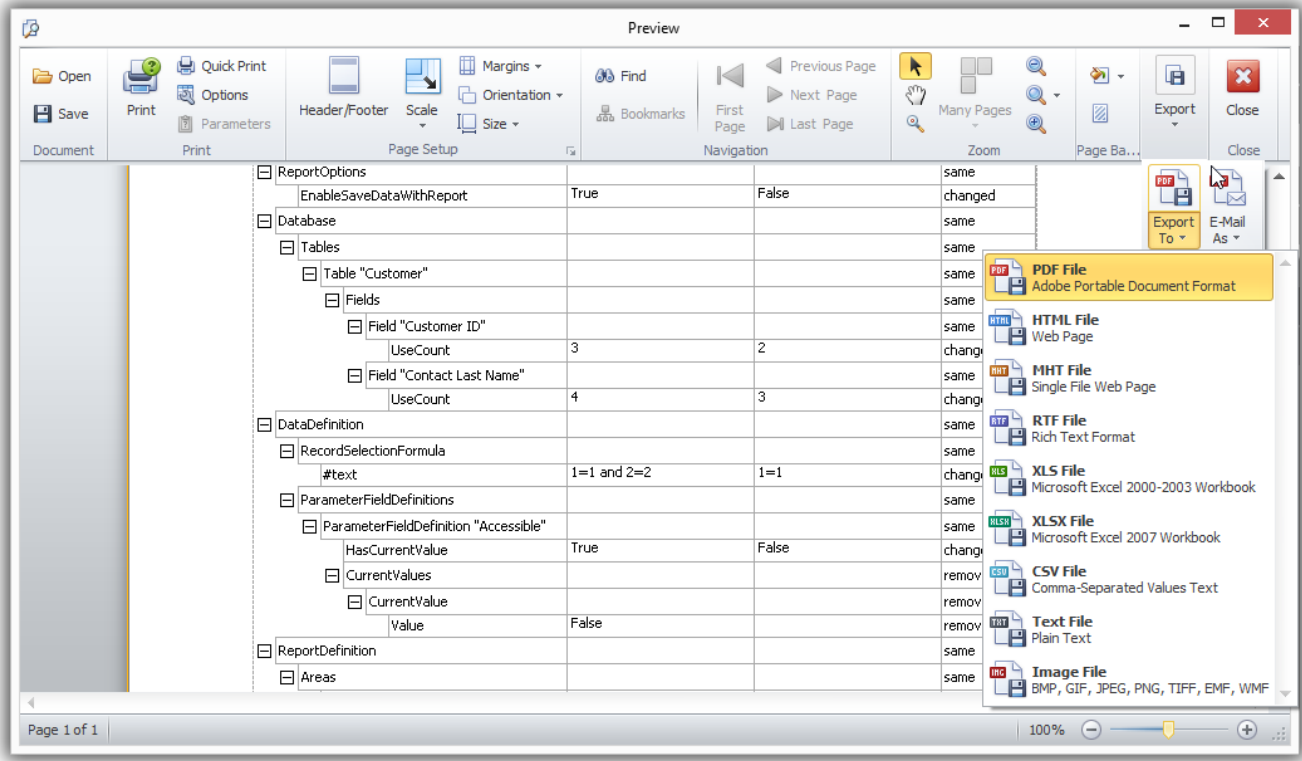
“Hide equals”  will hide all properties with equal values and will show just the differences and their parents.

“Smart Expand”  will not hide equals but will just collapse them, while differences will remain expanded.

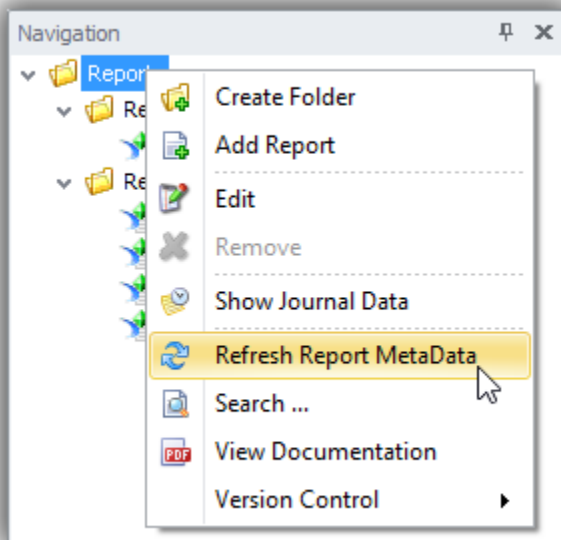
Buttons   will expand and collapse all the nodes.

Navigator    will allow you to jump between the differences.

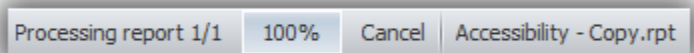
Print and export  will show a dialog with the current preview and will allow you to export, print or send it by email



## Refreshing metadata



When a report is changed R-Tag will need to re-scan it in order to update the metadata. To start the refreshing procedure select a folder or report, right click and select menu “Refresh Report Metadata”. R-Tag will process just reports with changes and even if you select the top folder “Reports”, you may see few or no reports refreshed. The progress of the refreshing process will be shown in the status bar.



During the refresh operation you can use the software to run reports, search and compare. However you will be not able to start another refresh until the end of the current one. Refreshing could be automated by creating a task in R-Tag scheduler