

CDR 325 DOWNLOADING AND PRINTING DATA

10-21-2003

To download data follow the steps below:

1. Run the CDRhost software.
2. Go to the "Data" column & select "Downloads"
3. Select the reports to download (or click the "select all" button).
4. (Optional) Enter custom filename all reports will use.
5. Click "OK" button to save files.

To print Profiler data follow the steps below:

1. Run the CDRhost software.
2. Go to the "Data" column/ Choose "Print Profiler".
3. Select the report to print: "High Granularity" "Daily" or "Monthly".
4. Choose the filename of file to report.
5. Choose the time span to report on the calendars.
6. Select "Send output to":
 - a. Console (Creates text file and you can view the file on you screen).
 - b. Printer (Prints report on the printer that is attached to the computer).
 - c. File (must type a filename for a text document that will be created. Example: Monthly.doc).
 - d. Spreadsheet (data will drop into Excel automatically)

To print IOR (Instrument Operational Report) data follow the steps below:

1. Run the CDRhost software.
2. Go to the "Data" column.
3. Select the report to print: "Print IOR Snapshot".
4. Choose the filename of file to report.
5. Choose the time span to report on the calendars or choose "Last Report".
6. Select "Send output to":
 - a. Console (Creates text file and you can view the file on you screen).
 - b. Printer (Prints report on the printer that is attached to the computer).

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