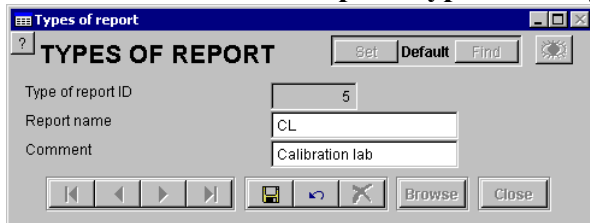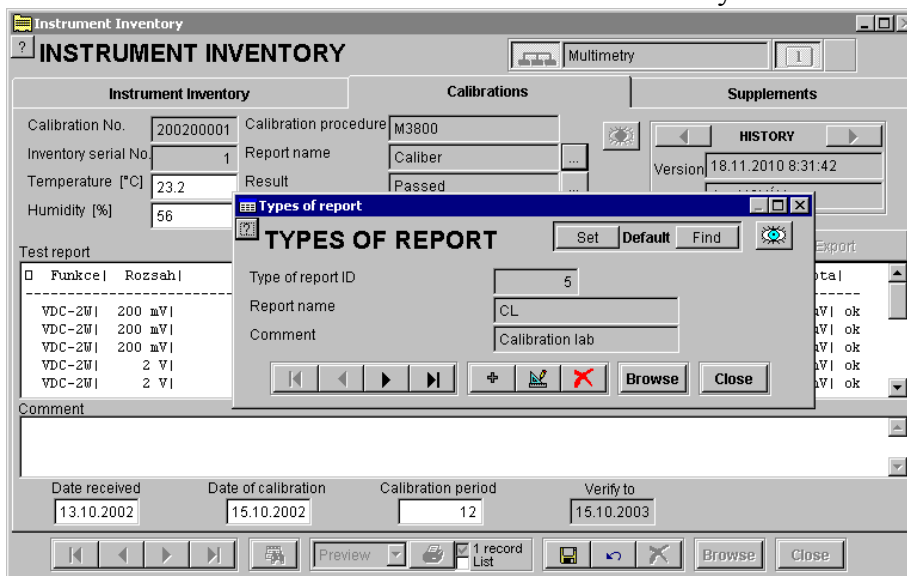# Creation of Calibration Print Report

This instruction describes how to create a new print report in WinQbase environment, which can be used for print of calibration certificates.

**1. Creation of a New Report Type** A new type of the print report will be created in the first step. Select "Test report parameters" from "Main menu" and after that "Type of report" item. Add a new record, select a name of the new print report or add a comment in case of need. Store the record.

**2. Report Assignment** Assign the new created print report type to the already existing calibration certificate. Select the "Instrument Inventory" from the "Main Menu", select an inventory record and select the "Calibrations" bookmark consequently. Enable the "Change Existing Record" pushbutton, then enable the „…" pushbutton situated next to "Report Name" item. Select the print report with a new name, in our example it is "KL". Store the calibration record.
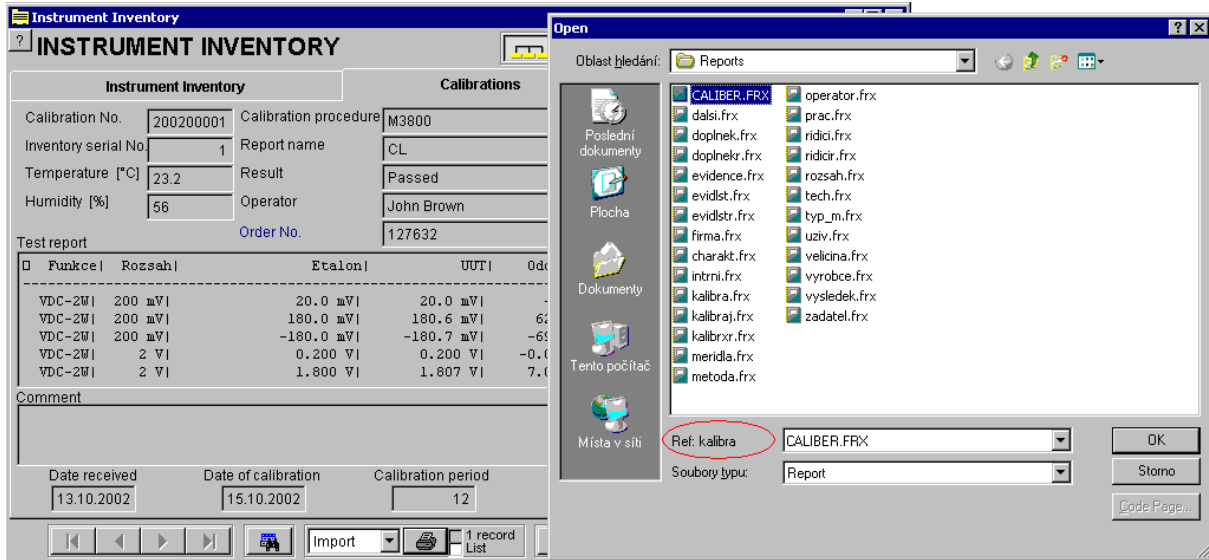
**3. Import of the Print Report** There is a new print report assigned the calibration certificate, but for the present this print report does not exist as a matter of fact. Now it is necessary to import a sample print report which shall be modified consequently. The selected calibration with assigned name of "KL" represents an import condition. At first select the "Import" item from the scroll menu in the menu bar in the middle, the "List" field shall be unchecked and enable the pushbutton with print symbol. The program shall offer a list of print reports. All the print reports delivered with WinQbase system are being saved in the computer after installation. The program also offers a print report name suitable for the import. The name "Kalibra" is being offered in this case. For calibration reports there is possible to select a report from the following preselected reports:

*Caliber* – it is a calibration report consisting of more pages which is intended for calibrations created by the „Caliber" program.

*Kalibra* – it is a calibration report consisting of more pages which is intended for calibrations created by the older „Meaca" program.
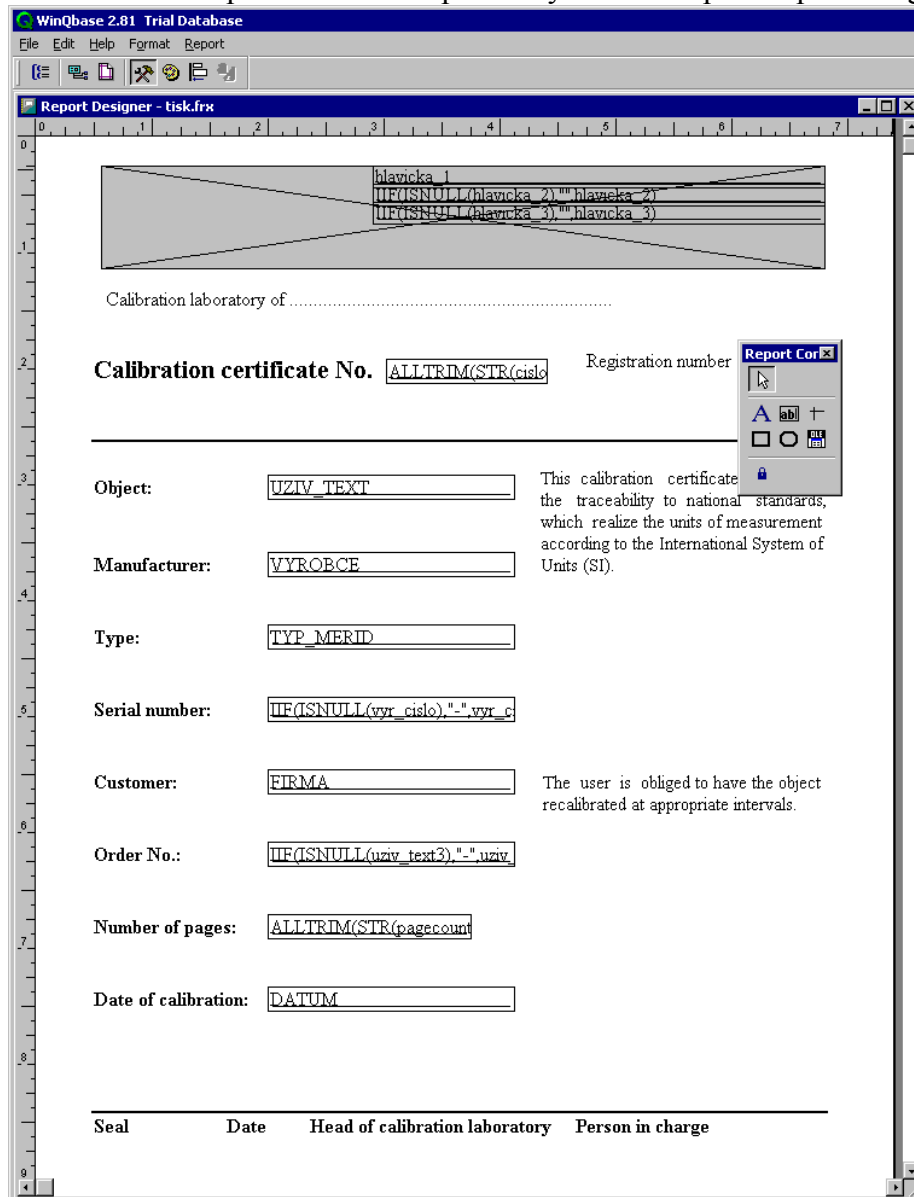
*Kalibra*j – it is a calibration report consisting of one page. This report is intended for calibrations with one value, for example a resistance standard etc.

*Kalibrxr* – it is a calibration report intended for calibration list print.



If the new Caliber program is used, select the print report called "Caliber". Press the "OK" pushbutton which shall import the report into the system automatically.
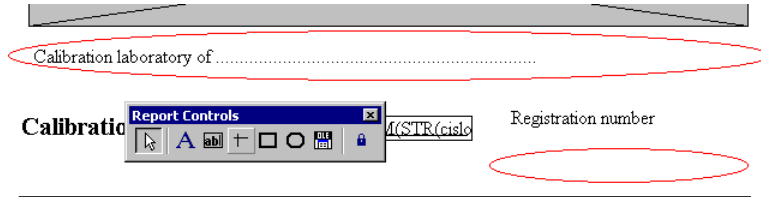
**4. Modifications** In this moment there is already possible to perform a view of the print report or to print it. But in this chapter we will deal with another modification of it. The modification shall be enabled such a way that we select the "Modify" item from the print scroll menu and then activate the pushbutton with printer symbol. The print report designer shall appear.



The basic menu and controls of the print report have been described in the WinQbase Program Manual. Here we will focus on some particular modifications of print reports.

**4.1 Labels Modifications** – labels are created by means of "Report Controls" tool-bar, in particular by means of the "Label" tool. If you want to create a label, at first enable the pushbutton with "A" symbol and then click with left mouse button on the editor area at point where you want to locate the label in. On this click position a cursor shall appear and it is possible to insert a required text by means of the keyboard. If you want to change an already existing label, you can proceed by similar way, i.e. at first enable the pushbutton with "A" symbol in the tool-bar and then click with left mouse button on the editor area at point where the original label is located in. Then the label can be changed.
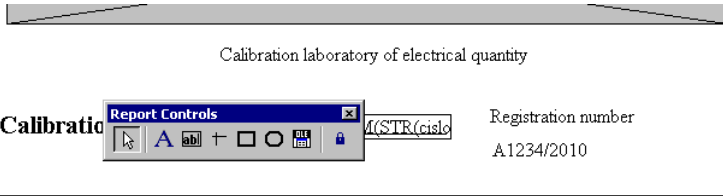
In our case, the text of "Calibration laboratory of ............ " shall be changed to "Calibration laboratory of electrical quantity accredited by CIA". Now we are going to modify characters
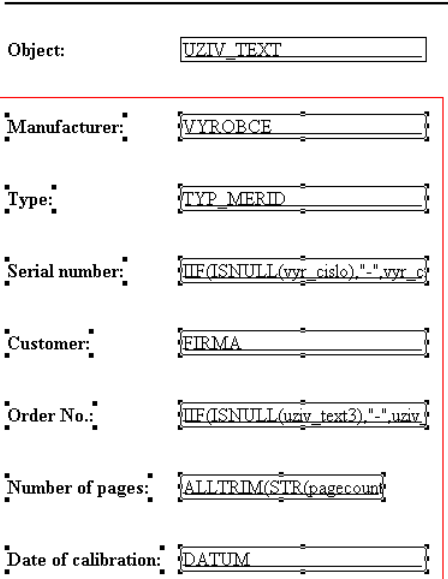


of the text. Enable the "Select Objects" pushbutton in the "Report Controls" tool-bar and click with left mouse button on a required label. After that change the text style from the main menu "Format -> Font…" and select the "Bold" text style. The text is to be centered either by holding and pulling of the left mouse button or by selecting the label and its shifting by means of the cursor keys. Now add a registration number of the accreditation. Enable the "A" label pushbutton in the "Report Controls" tool-bar and click with left mouse button at a point where we want to locate the label in. Write down the required text.



**4.2 Field Modifications** – fields are created by means of "Report Controls" tool-bar, in particular by means of the "Field" tool. If you want to create a field, at first enable the pushbutton with "ab" symbol and then click with left mouse button on the editor area at point where you want to locate the field in. If you want to modify the field, perform a double click on the object by which a "Report Expression" editing panel shall be opened. In our case we will create a new "Registration Number" field. We shall create an area for insert of the new object at first. By mouse pulling you select all the objects from "Manufacturer" up to "Date of Calibration" and after that perform a shift by means of the cursor keys (5 x up arrow), now by mouse pulling select the objects from "Type" up to "Date of Calibration" and after that perform a shift by means of the cursor keys again (5 x up arrow). That shall be made up to the last object row by which the "Date of Calibration" only is to be shifted.

Now select all the objects from "Customer" up to "Date of Calibration" and shift them down by means of the cursor key in order to create an area for the new field.

| | |
|---|---|
| Object: | UZIV_TEXT |
| Manufacturer: | VYROBCE |
| Type: | TYP_MERID |
| Serial number: | IIF(ISNULL(vyr_cislo),"-",vyr_c |
| Customer: | FIRMA |
| Order No.: | IIF(ISNULL(uziv_text3),"-",uziv |
| Number of pages: | ALLTRIM(STR(pagecount |
| Date of calibration: | DATUM |

Now create the new field. The field shall be made by copying of the already existing field

| | |
|---|---|
| Type: | TYP_MERID |
| Serial number: | IIF(ISNULL(vyr_cislo),"-",vyr_c |
| Serial number: | IIF(ISNULL(vyr_cislo),"-",vyr_c |
| Customer: | FIRMA |

whereby the style of original objects shall be saved. By means of the mouse select the "Serial Number" object (i.e. the field inclusive labels) and copy them (Ctrl+C, Ctrl+V). Now shift the new created objects by means of cursor keys in order to be situated between the "Serial Number" and the "Customer". Now change the "Serial Number" and "Registration Number" label into the "Asset Number".

Now change an expression in the field, and instead of the serial number assign the registration number. By double click on the field open the "Report Expression" editing panel.

The original expression of
IIF(ISNULL(vyr_cislo),"-",vyr_cislo)
shall be changed into
IIF(ISNULL(ev_cislo),"-",ev_cislo)
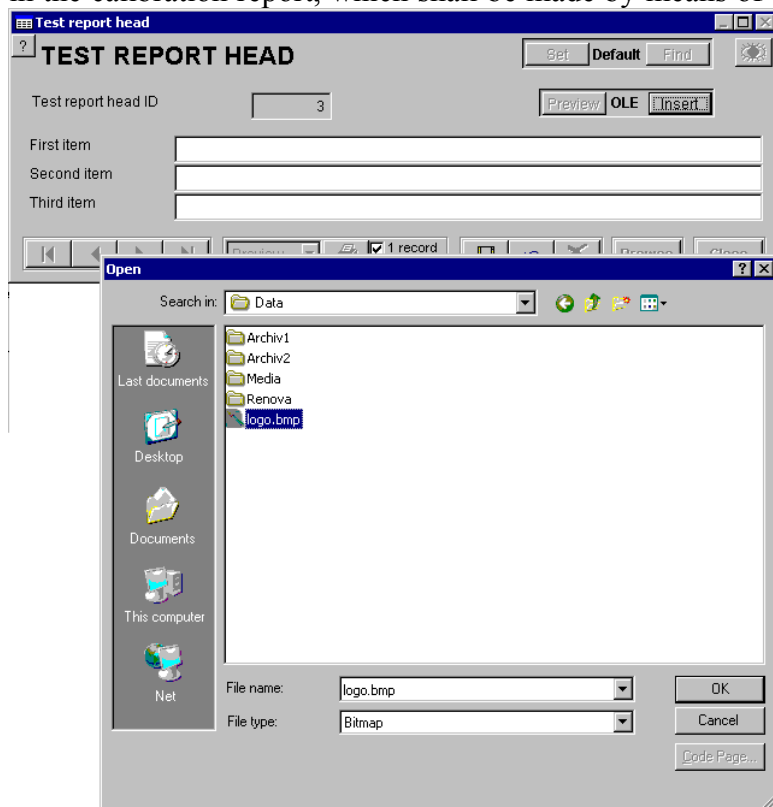
The field shall look as follows:

| | |
|---|---|
| Asset number: | IIF(ISNULL(ev_cislo),"-",ev_cis |

There are the IIF and ISNULL functions used in the function:

*expression*     = IIF(*logical , expression1, expression2*) – it returns expression1, if "truth" is logical, if not it returns expression2

*logical*= ISNULL(*expression*) – it returns "truth", if the expression has been never entered (e.g. an item in the database)

These two functions together shall secure that the "-" symbol is being displayed at print if the registration number has never been entered in the database. If it is not the case, the actual registration number shall be displayed.
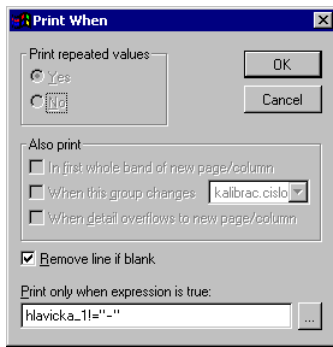
**4.3 Picture Insert** – pictures from two sources can be inserted into print reports. It can be performed either from a file or from a database. A picture from the database can be inserted in a calibration certificate only and it will be part of the "Test Report Head". This field is called "OLE" in a calibration certificate. Pictures from a file can be inserted in any print report and their number is not limited. But their disadvantage consist in the fact that they are not a part of the database, because of it they are not backed-up ant access to this file must be the same from all the computers (under the same name). In our case we will display a logo of an organization in the calibration report, which shall be made by means of the Test Report Head and saved in the database. We will create a new head with the logo at first. Leave the Report Designer, activate the pushbutton of calibration report modification, activate the "Report Parameters" pushbutton and finally call up the "Test Report Head" editing panel. Press the button for creating new record and after it the "OLE Picture Insert" button. We have prepared the "logo.bmp" picture in advance, which is situated at the same point as the database. Point at this picture during file selection. Confirm by "OK". The first, second and third item of the Test Report Head is not important for us because an address shall be contained direct in the picture. But the program requires that the first item is to be set up at least. Enter also the "-" hyphen. Both record with the Test Report Head and the calibration report are to be saved. By that step it shall be secured that the new created head can be also used right away. But all the foregoing calibration reports are using the original head until a new head shall be assigned for each of them. Now we will go over to modification of the calibration print report. This print report has contained a field for displaying a picture from the head. But along with the picture also three text lines of the Test Report Head are being displayed; the first line contains a hyphen which would be printed along with a logo. Because of that a print condition is to be set up at the first line. This setting shall secure that the print is always going to be correct if any arbitrary head is used in the calibration report, i.e. either with a logo or a text head only.

**4.4 Print When** – this modification is connected with the foregoing point - logo creation.  We will set a conditional print up at the first line of the Test Report Head. This line won´t be printed if it contains a hyphen.  At first select an object (there is very up in the print report) and call up the "Report Expression" editing panel by double click of the mouse. Then activate the "Print Condition" pushbutton by means of which set the condition of

$$hlavicka\_1!="-"$$