

Using Scripting in Your Reports

You can use some simple Visual Basic scripting to spice up your reports. You don't have to know Visual Basic to accomplish these few examples. You just have to be a little adventurous and understand how to replace the sample field names with the actual names in your report. Try these out. What have you got to lose?

Removing Blank Space Between Fields

As you place some types of fields on your reports, you may want to take out the space between those fields...you know...scrunch them together. For example, do you want the City Sate Zip fields to display like this...?

Houston	,	TX	77277
San Francisco	,	CA	94104

or like this:

Houston, TX	77277
San Francisco, CA	94104

This procedure is not for the faint of heart, but it is very satisfying to see it work. The overview of the process is: Place the fields on the report (even though they won't scrunch together). Then you hide the fields. Finally you add a Custom System field to the report that uses a script to combine the fields together in a nice tight format.

Procedure: To remove extra space between fields

1. Display the report in Report Designer view.
2. Place the fields on the report as you normally would.
3. Press **[F4]** to display the **Properties** window.
4. Click the first field for scrunching (e.g., [C:City]). Notice (and write down) its Object Name found at the top of the **Properties** window.

If you want to modify a label or envelope, click **File, Print**, change the **Printout type**, select the template and click **Edit Template**.



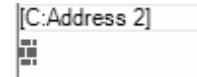
5. Change its Visible status to **False**.

Click in the Visible option to make it active.

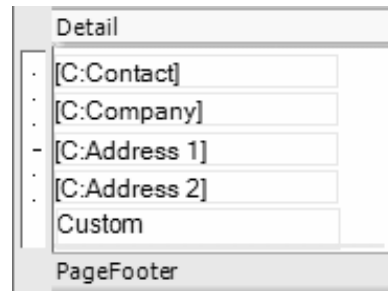


Select False from the drop-down menu.

6. Drag the original field size to make it tiny and move it to the far right of (and below) where you will add the custom label. Use the **Properties** window if you like to change the width and height of each field to “.1”.



7. Repeat steps 4-6 for each field that you want to scrunch together.
8. Click the **System Field** button on the toolbox, and draw the field on the layout where you want the compressed text to display. Make it wide enough to display the combined fields.
9. Uncheck **Include a label**. Select **Custom** and click **Add, Close**.



Method 1 - Formula Don't use both methods Only one

10. Select the “Custom” field that you just created.

Use the Field Object Names that you wrote in step 4. Include the Object Names in square brackets.

In the Data area of the **Properties** window, enter the **Expression...**



([City1] & ", " & [State1] & " " & [ZIPCode1])

This expression says, take the value in the field object named [City1] and then add a comma and a space and then add the value from the [State1] object, then add a couple of spaces and finally add the value found in the [ZIPCode1] field object.

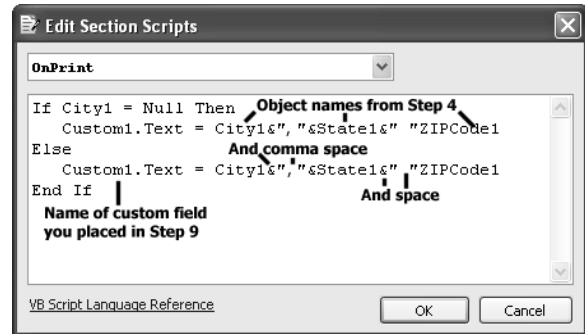
Method 2 – Script

10. Right-click on the background of the section containing the Custom field you just placed and select **Edit Report Scripts....**

This dialog box can be used to program instructions for any Custom field contained in the section you just right-clicked (not the Header or Footer section). Don't freak out...it's not too bad...keep reading.

Enter something like the script at the right. It says, if the City field is blank, go ahead and make the Custom1 field we just entered equal to the City1 field, then add a comma and a space, then add the State1 field, then add a space, then add the ZipCode1 field. If the City field contains data, do the same thing.

11. Preview your changes. If all looks well, save your changes with a new name.



File, Save As.