

Table of Contents

Table of Contents	1-5
ActiveReports 12 Server User Guide	6-7
Features and Benefits	7-8
What's New	8-10
Breaking Changes	10-11
ActiveReports Limitations	11
Migration from Previous Versions	11-13
License Types	13
Installation	13-14
System Requirements	14-15
AppPool Permissions (SQL Server)	15-16
Installed Files	16-18
Logging On to the Administrator Site	18-19
Backup and Recovery	19
Configuring ActiveReports 12 Server on SSL and HTTPS Web Sites	19-22
Concepts	22
Logical Data Models	22-23
Ad Hoc Entities	23-24
Relation Cardinality	24-25
Reports	25-26
Report Loading	26
Styles and Themes	26-27
Security: Users and Roles	27-28
Agents and Scalability	28-29
Single Sign-On with LDAP or Active Directory	29
Web Services	29-30
Configuration Section Handlers	31
URL Access to Reports and Designer	31-33
Templates	33
Managing Models	33-34
Model List Overview	34-35
Creating a New Model	35-37

Cloning a Model	37
Working with Model Versions	37-38
Deleting a Model	38
Uploading and Downloading Models	38-39
Model Editor Overview	39-41
Changing the Connection String	41
Modifying an Entity	41-42
Adding a New Logical Table (Entity)	42-45
Modifying an Attribute	45-46
Adding a New Logical Column (Attribute)	46-49
Modifying a Relation	49-50
Adding a New Logical Relation	50-52
Deleting an Item	52-54
Saving a Modified Model	54-56
Entering Modification Comments	56-57
Managing Model Breaking Changes	57-58
Report Categories	58-59
Managing System Categories	59-65
Managing Reports	65-67
Using Code Based Section Reports	67-68
Using RPX Reports	68-69
Using Data Dynamics Reports	69-70
Uploading Drill-Through Reports	70
Managing Schedules	70-73
Managing Printers	73-75
Managing Data Sources	75-77
Managing Data Sets	77-79
Managing Style Sheets	79-80
Managing Images	80-82
Managing Templates	82-83
Managing Themes and Styles	83-84
Working with Themes	84-85
Working with Styles	85-86

Managing Security	86-87
Managing Users	87-91
Managing Roles	91-93
Managing Permissions	93-96
Using LDAP and Active Directory for Single Sign-On	96-99
Managing Configuration	99
Managing Agents	99-105
Managing Licenses	105-106
Managing Single Sign-On Security Providers	106-108
Configuring Email	108-110
Site Settings	110-112
UI Settings	112-131
Managing Audit Settings	131-133
Audit Model	133
Audit Reports	133-134
Server Diagnostics	134-135
Privacy	135-137
How To	137-138
Create Users and Roles	138-140
Activate a License	140-142
Add Row-Level Security	142-143
Use the Designer Web Control	143-145
Hide Log In and Log Out Buttons	145
Open the Designer without Selecting a Model	145-146
Create a Custom Security Provider	146-147
Debug a Custom Security Provider	147-149
View Reports Using the HTML5 Viewer	149-157
Get a Security Token	157-159
Customize and Publish ClickOnce EUD	159
Samples and Walkthroughs	159-160
Samples	160
Custom Security Provider Sample	160-163
WinForms REST API Sample	163-165

REST API HTML5 Sample	165-168
ASP.NET REST API Sample	168-170
Angular REST API Sample	170-175
Migration PowerShell Module Sample	175-180
Walkthroughs	180-181
Using the ReportList Web Control	181-187
Uploading a Code-Based Section Report	187-189
UserContext in Multi-Tenant Reports	189-200
Rendering a Code-Based Section Report	200-203
Downloading a Code-Based Section Report	203-206
Troubleshooting	206-209
Support Options	209-210
Web Service Library	210-211
ReportService	211-212
CancelRequest Method	212-213
Delete Method	213
Download Method	213-214
GetRequestStatus Method	214
GetUserCapabilities Method	214
IsLoggedIn Method	214-215
Login Method	215
Logout Method	215-216
RenderReport Method	216
ResolveParameters Method	216-217
Select Method	217
SendReportEmail Method	217-218
Upload Method	218
UploadResource Method	218-219
DataResult Object	219
EMailDistribution Object	219
ExceptionDetail Object	219-220
ItemDescription Object	220
ItemDescriptionsResult Object	220

Query Object	221
RenderOptions Object	221
ReportDescription Object	221-222
ReportParameter Object	222
RequestInfo Object	222-223
RequestResult Object	223
Result Object	223
UploadOptions Object	223
UserCapabilities Object	223-224
UserCapabilitiesResult Object	224
ModelPermission Enumeration	224
ReportParameterDomain Enumeration	224-225
ReportType Enumeration	225
RequestState Enumeration	225
Section 508 Compliance	225-230
Glossary	230-231

ActiveReports 12 Server User Guide

ActiveReports Server provides a browser-based report designer for end users to serve up both end user reports and your more sophisticated developer reports. The Class Library contains documentation and code samples for the ActiveReports 12 Server API.

In This Documentation

[Features and Benefits](#)

Read about the most important ActiveReports 12 Server features and how they make an administrator's life easier.

[What's New](#)

Discover what has changed in this version of ActiveReports Server.

[Breaking Changes](#)

This section provides a list of breaking changes.

[ActiveReports Limitations](#)

Learn what limitations you will come across when working with ActiveReports in ActiveReports 12 Server.

[Migration from Previous Versions](#)

This section describes how to migrate all of your existing reports to the new version of ActiveReports Server.

[License Types](#)

Learn what features are included with each type of ActiveReports 12 Server license.

[Installation](#)

View the server and managed agent system requirements, installed files, and learn to log on.

[Concepts](#)

This section has a list of major features, and reviews general concepts to help you understand ActiveReports 12 Server.

[Managing Models](#)

This section has topics that show you how to work with models, including how create a new model and how to modify a model or its elements.

[Report Categories](#)

This section has topics that show you how to work with categories, including Managing System Categories topic.

[Managing Reports](#)

This topic describes your options with each type of reports that are supported.

[Managing Schedules](#)

This topic describes shared schedules that you can set up to allow specified user roles to schedule reports.

[Managing Printers](#)

This topic describes how to add printers in the server that are used to perform server printing.

[Managing Data Sources](#)

This topic describes how to work with data sources that are used to design reports in ActiveReports.

[Managing Data Sets](#)

This topic describes how to work with data sets that are used to design reports in ActiveReports.

[Managing Style Sheets](#)

This topic describes how to work with Style Sheets that are used to style reports in ActiveReports.

[Managing Images](#)

This topic describes how to work with Images that are used in reports.

[Managing Templates](#)

This topic describes how to work with Templates that are used while creating reports in HTML5 Web Designer.

[Managing Themes and Styles](#)

This section describes how to work with themes for entire reports, and styles for individual report items.

[Managing Security](#)

This section contains information about managing users, roles and permissions and about setting up SSL/HTTPS on the ActiveReports 12 Server Web site.

[Managing Configuration](#)

This section teaches you about the ActiveReports 12 Server Agents, Licenses, Security, SMTP settings, notification URL, Audit settings and server diagnostics for your site.

[How To](#)

Quickly learn how to perform specific tasks with ActiveReports 12 Server.

[Samples and Walkthroughs](#)

Learn to create and access Web services using the ActiveReports 12 Server.

[Troubleshooting](#)

Learn how to resolve some common issues with ActiveReports 12 Server.

Class Library (on-line documentation)

View the API documentation on the report list and designer controls.

[Web Service Library](#)

View the API documentation for the ActiveReports 12 Server ReportService.

[Section 508 Compliance](#)

Learn about Section 508 Compliance.

Licensing Agreement

Please see the [ActiveReports 12 Server Licensing Agreement](#) on our web site for full details about licensing for each edition.

Acknowledgements

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Features and Benefits

Here are the most important ActiveReports Server features that make an administrator's life easier.

Feature	Benefit
A report designer designed especially for end users that don't use SQL.	End users can create and modify reports without depending on IT.
Completely browser-based designer. No installation required.	Fast and easy deployment in production. No updates to users' desktops.
A logical data model from your database that users understand.	End users can query, sort, and filter data using familiar terms. No knowledge of database schema or SQL required.
Automatic generation of logical data models from your database.	IT can generate and then customize and extend the data models shown to end users.
Schedule & distribute reports to	Timely distribution of information to business users when they need it most.

specific people at specific times.	
Self-managed clustering & load-balancing.	Cost-effective and easy to manage scalability for a few or a hundred users.
Role-based security for reports and data models.	IT makes sure that only authorized users can create and view different reports.
Single sign-on security provider.	Allow users to sign in with their existing user name and password.
A set of ASP.NET controls for embedding reports and report designer.	Programmers can rapidly integrate reporting features into ASP.NET applications.
Flexible web service access to the reporting platform.	Programmers can exercise greater control integrating reporting into their applications.
Compatibility with ActiveReports.	ActiveReports Server supports all types of reports provided by ActiveReports. Publish existing ActiveReports report files for centralized storage, distribution, security, and scalability.
Install and configure in less than 10 minutes.	Install and configure a working server in your own environment to evaluate in minutes - not days.
Fully responsive HTML5 Report Portal and Admin Dashboard.	ActiveReports Server provides fully responsive HTML5 Mobile user interface which makes it possible to access the Report Portal and Admin Dashboard from any touch enabled device.
Server-side scheduled printing.	Add a printer to ActiveReports Server and set up a scheduled printing task.
Customizable UI.	ActiveReports Server provides the ability to customize the appearance of the Administrator Dashboard and the Report Portal.
ClickOnce End User Designer for ActiveReports Developer reports .	ActiveReports Server lets you design the ActiveReports Developer reports in Administrator Portal and Report Portal using the new ClickOnce End User Designer.

What's New

We have made a number of changes since the last version of ActiveReports Server. Here are the major ones:

Administrator role for groups in Active Directory

With this feature, the Administrator role is automatically granted to the users who log-in to the ActiveReports Server with the Active Directory server groups that are listed in 'ARS Admin Groups' field.

For more information, see [Using LDAP and Active Directory for Single Sign-On](#) .

Templates Feature

The new templates feature has been introduced to allow users to use templates while creating reports in the Web Designer. Templates can be uploaded by an administrator on the Administration portal using the Upload template button (supported file formats are .rdl and .rdx) and can be viewed in the Templates list on the Templates page. An administrator

can also convert a template into a report and a report into template.

For more information, see [Templates](#).

JS Viewer (Beta)

JS Viewer is a new lightweight viewer now available with ActiveReports 12 Server. This viewer allows for faster report rendering with rich interactivity. Not only do the reports respond faster, but since the server is freed up sooner, your deployment can scale even better. The JS Viewer is currently in beta.

Monitoring Workers State

An administrator can now view the current tasks of each agent along with the details about status of the task as Idle or Busy, and the description and priority of tasks. The status of tasks is updated real-time in the new Workers section on the Agents page of the Administration site. For more information, see [Managing Agents](#).

Send Report by Email in HTML5 Viewer

You can now send a report by email while previewing the report in HTML5 Viewer. Just enter the necessary details about sender, select the document format to be sent as link or as an attachment, and click send. For more information, see [Send a Report by Email](#).

Schedule Retain Text and Copy Task

While modifying a scheduled task, you can benefit from a few improvements that have been introduced to the Report Portal. Now, when you change the schedule template settings, other settings of the schedule remain unchanged, provided the Delivery type option is same. Also, a new **Copy task** button is introduced that allows users to create a new schedule task with the settings of an existing schedule task. For more information, see [Scheduling Reports](#).

Immediate Execution of Scheduled Tasks

Now you can run any saved scheduled task immediately by clicking the new **Run once** button. Once the task execution is complete, you can view the results under the History tab. For more information, see [Scheduling Reports](#).

Create and Edit Shared Data Sets

The Administration dashboard adds new functionalities - create data set and edit data set - that allow creating and editing shared data sets directly on the browser, without any dependency on ActiveReports Developer.

Support for CSV Export

The CSV export is now available in HTML5 Report Viewer. You can now also choose to save the reports to CSV format while scheduling tasks.

Improved Performance with Large Reports

The report previewing experience with large reports (1000+ pages) has been significantly improved. The administrator can now control the page limit for the reports being rendered by end users on the viewers. Also, the users can choose to stop whole report from rendering and preview only a partial report. With these improvements, large reports are rendered in less time, which in turn saves server memory, and lowers CPU usage.

For more information, see [Site Settings](#).

Enhancements in Web Designer

The HTML5 technology based **ActiveReports Web Designer** has received many enhancements including support for Page Reports, Sub-Reports, Templates, enhanced Themes and Styles support, and optimizations for reports based on Semantic Data Models. With these end users now have even more power and flexibility to design and publish reports on the fly from any browser. For more information, see [Get Started with ActiveReports Web Designer](#).

Some more improvements are:

- **Text orientation for chart title and labels:** With the new **Text Orientation** property, you can control the orientation chart titles and label text for chart axes points. The available options are Auto, Angle, Horizontal, Rotated90, Rotated270, and Stacked.
- **Appearance of series line in Column and Bar charts:** The new **Series Line Style** properties allow you to apply settings - Style, Width, and Color - for series in Column and Bar charts (Stacked and PercentStacked). These properties are available on selecting a Chart's Plot area.
- **Support for more controls:** The Web Designer now supports Barcode and Formatted Text controls.
- **New dataset query filter in semantic reports:** The new dataset **query filter** in rdl reports adds more flexibility and performance to filtering data in a semantic dataset.
- **Double line style for Line control:** The new 'Double' line style property is now available for Line control along with other line styles such as Solid, Dashed, Dotted, DashDot, and DashDotDot. The Double line style allows setting double lines with the specified gap in-between the lines.
- **Intelligent data models:** We have improved the behavior of semantic data models in the Web Designer and now data model relations are determined **intuitively** when a semantic data model is created, meaning that the main entity of a data model is displayed automatically as the top of the data set.
- **Design visually appealing reports with ease:** While designing reports, the default styles are now automatically applied to the controls that support style feature (Table, Tablix, Chart, Bullet, and Sparkline). So the users don't need to set the styles manually each time they add new control. The default styles can be later easily modified from the Style property.
- **Data set refresh:** Now when a shared data set gets modified, you can refresh this data set in a report that uses it. When opening such a report in the Web Designer, a notification message will specify what data fields have been changed and ask you to save the report with a new data set version.

Breaking Changes

Flash Report Portal and Mobile Portal in ActiveReports Server versions

When you upgrade reports from previous versions of ActiveReports Server, you should note that Flash based Report Portal and Mobile Portal are not available with ActiveReports 9 Server Service Pack 1 onwards. Both of these report portals have been replaced by the fully responsive [HTML5 Report Portal](#).

Memory Usage

The **MemoryLimit** property is added to the controller service to prevent the Server or Agent process from consuming all machine memory. The **ControllerService.MemoryLimit** property is implemented for the target configuration files **ActiveReports.Server.Host.exe.Config** and **ActiveReports.Server.Agent.exe.Config**, the default value is **75** (%). The memory usage check is performed every minute, and if the service process has exceeded the value in the MemoryLimit property, the service is restarted. If the process has not exceeded the value in the MemoryLimit property,

the agent continues running without restart. If the memory limit is exceeded between the agent checks, no agent restart is performed.

You can edit the MemoryLimit setting in the following files:

- **ActiveReports.Server.Host.exe.Config** - the configuration file for the Server service. You can find this file in C:\ActiveReports 12 Server\Server.
- **ActiveReports.Server.Agent.exe.Config** - the configuration file for the Agent service. You can find this file in C:\ActiveReports 12 Server\Agent.

In any of these files, you should find the line `<add key="RunnerService.MemoryLimit" value="75" />` inside the `<appSettings></appSettings>` section and modify the value. You need to restart the service every time you change the setting value to apply the changes.

ActiveReports Limitations

Subreport Absolute Path

ActiveReports Server does not support using the absolute path for subreports because ActiveReports Server saves reports in the internal storage. In ActiveReports Server you have to specify the subreport name to locate the subreport.

Migration from Previous Versions

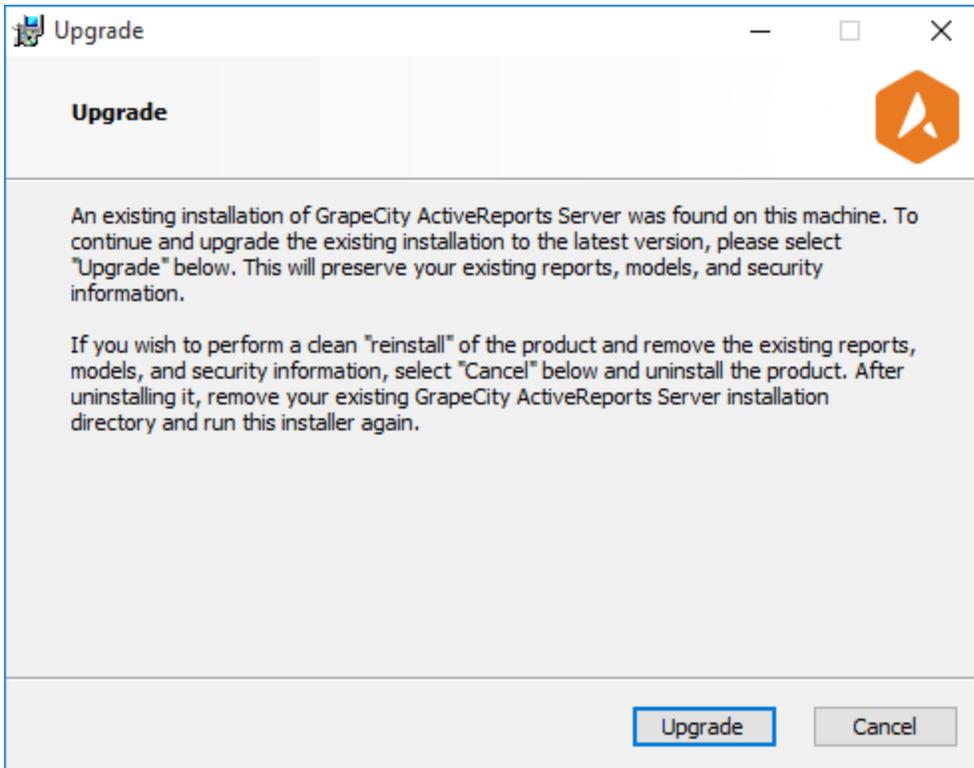
ActiveReports Server includes an easy path for migrating from previous versions.

 **Important:** Before following the upgrade steps in a live environment, we suggest that you test the upgrade in a test environment.

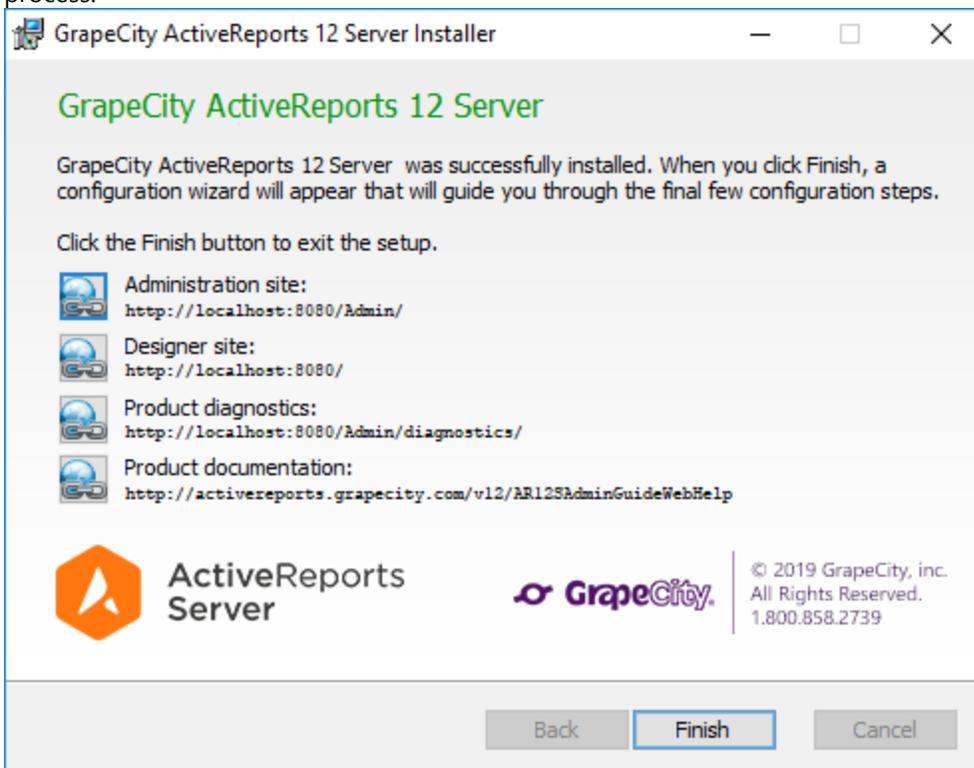
The new version of ActiveReports 12 Server installs in the same folder over the previous version. The installer detects the previous version and suggests upgrading it, and then adapts any existing agents, models, roles, groups, users, schedules, permissions, themes, reports, styles, audit settings and SMTP settings to work with the new version.

 **Note:** The minimum supported version for migration to ActiveReports 12 Server is ActiveReports 9 Server Service Pack 1.

1. Run the ActiveReports 12 Server installation file.
2. In the **Upgrade** dialog that appears, click **Upgrade** to upgrade the existing version of the product to the latest version.



3. Once the installation finishes, a dialog notifies you. Click **Finish** to close the window and complete the installation process.



Once the installation process is complete, the Administrator site opens in your browser so that you can complete the configuration of ActiveReports 12 Server. Activate a new license, because the ActiveReports 10 Server product keys do not

unlock ActiveReports 12 Server. For details, see [Activate a License](#).

If you need a new product key for ActiveReports 12 Server, contact our sales team at activereports.sales@grapecity.com.

For information on the ActiveReports 12 Server installation process, see [Installation](#).

Important Points

- IIS configurations, custom security provider settings and any custom settings in the Web.config of the server web site may have to be reapplied after the upgrade process is complete.
- Recompile the custom security providers with the latest version of the ActiveReports.Server.Extensibility assembly.
- Clearing the cache is recommended on completing the upgrade.
- Rebuild the code-based reports from any previous version using ActiveReports 12 and republish the reports to preview in ActiveReports 12 Server.

License Types

There are three types of licenses for ActiveReports Server:

ActiveReports Server Trial Edition

This is a 30 day free trial version of the product that you can use to determine how ActiveReports Server can fulfill your needs. The Trial Edition includes all of the features in the Core Edition plus the Designer Add-On.

If the initial trial expires before you have had a chance to fully evaluate the product, you may contact activereports.sales@grapecity.com to request an extension of the trial period.

ActiveReports Server Core Edition

This license covers use of the server, the report portal, the HTML5 report viewer, and as many managed agents as you need. Once you purchase the Core Edition, there is no need to purchase additional licenses as you scale up to handle increased server loads.

With this license, you can schedule and distribute reports, take advantage of self-managed clustering and load-balancing, and provide role-based security for reports and data models. You can even allow users to sign in with their existing user name and password to access centrally stored ActiveReports report files.

ActiveReports Server Designer Add-On

In addition to serving up existing reports, if you want to offer your users the ability to create their own ad hoc reports right in the browser, you can purchase the optional Designer Add-On.

The Designer Add-On is a completely browser-based report designer for end users who do not use SQL. End users can create and modify reports and even query, sort, and filter data with no special knowledge of database schema or SQL.

Installation

ActiveReports Server allows you to provide a browser-based report designer for end users and to serve up both end user reports and your more sophisticated developer reports. This section helps you to get started.

 **Important:** During installation, if you choose to create new users for the Web App Pool and Service, be sure to update the user properties to match your password policy, as the default setting is to use an expiring password.

In This Section

[System Requirements](#)

View the ActiveReports Server managed agent system and server requirements.

[AppPool Permissions \(SQL Server\)](#)

Learn how to set up ActiveReports Server so that you can use Windows authentication to create new data models with SQL Server.

[Installed Files](#)

Browse the files installed with ActiveReports Server and brief descriptions of how they are used.

[Logging On to the Administrator Site](#)

Find out how to access the first page of the Administrator site.

[Backup and Recovery](#)

Learn which files to back up when you set up ActiveReports Server and how to recover your data in the event of a problem.

[Configuring ActiveReports 12 Server on SSL and HTTPS Web Sites](#)

Find information on using ActiveReports Server with secure Web sites.

 **Important:** If you use a virtual directory, you must copy the crossdomain.xml file (from C:\ActiveReports 12 Server\Site) to the full root of the parent application. If you have it only in the virtual directory, a Security sandbox violation occurs when you try to preview a report.

System Requirements

To install and use ActiveReports Server, you must have compatible software installed on your server. If you have multiple servers set up for load balancing, the Managed Agent machines have fewer requirements than the Master Server machine. If you have a single-server deployment, the Site consists of a Master Server and a Managed Agent on the same machine.

Operating Systems

- **Server:** Windows Server 2008 and above
- **Managed Agent:** Windows Server 2008 and above; .NET Framework 4.5 and above

 **Note:** Server machine should not be an ActiveDirectory Domain Controller. ActiveDirectory Domain Controller may cause issues with the user/group level security in ActiveReports Server.

Windows Server 2008, 2012

The following features must be turned on in Windows Server 2008, 2012 to run ActiveReports Server on your server machine. From Control Panel, Programs and Features, open **Turn Windows features on or off** to ensure that these features are turned on. All are on by default.

- Internet Information Services / World Wide Web Services / Application Development Features / ASP.NET 4.5
- .NET Framework 4.5 Advanced Services / WCF Services / HTTP Activation

Web Servers

- IIS 7, IIS 7.5 with Windows Server 2008 (needs ASP.NET role service)

- IIS 8 and IIS 8.5
- IIS 10
- IIS Management Console must be turned on.
- .NET Framework: 4.5 or higher

Internet Information Service (IIS) Ports

TCP/IP

- ActiveReports Server 4040, 2551, 2552, and 42011
- ActiveReports Server Managed Agent 5050

UDP

- ActiveReports Server 7923, 26637, or 57323
- ActiveReports Server installer 7979, 37637, and 15377

 **Note:** You can open and access the above mentioned port numbers on the server machine using the network or firewall configuration.

Database

- Microsoft SQL Server 2005, 2008, 2008R2, 2012, 2014 and 2016
- MySQL
- Oracle 11g (32-bit and 64-bit)
- PostgreSQL
- C-TreeACE 10 and above

 **Note:** For Oracle, the Oracle client must be installed on the server machine and on all agent machines.

Browsers

- Internet Explorer 9 and above
- Google Chrome 30 and above
- Mozilla Firefox 20 and above
- Mobile Safari iOS6 and above

Flash Player

- Adobe Flash Player 11, 12, and 13

SDK (Designer and ReportList control)

- Operating System: Windows™ Vista, Windows 7, Windows 8 and 8.1, Windows Server 2008 and above
- .NET Framework: 4.0 or higher
- Microsoft Visual Studio: 2010 and above

AppPool Permissions (SQL Server)

In order to generate data models using Windows authentication with Microsoft SQL Server data, the AppPool used for ActiveReports Server needs proper credentials to access the database.

This is set during installation with the user that you assign for the Web Application Pool.

If the user you assign for the application pool does not have permission to access the database, when you try to create a new model using Windows Authentication, you get an error like:

"The connection test failed. Login failed for user 'YourUserName'."

You can avoid this error by setting the AppPool account with a user who has permissions to the data you want to use, or by opting to use Server Authentication when you create a data model. See [Creating a New Model](#) for more information.

Installed Files

When you install ActiveReports Server and use all of the default settings, files are installed in the following folders:

C:\ActiveReports 12 Server

File (or Folder) Name	Description
Agent	Contains the files that you use to deploy your solution to separate machines that host your Managed Agents if you do a multi-server deployment for load balancing.
Data	Contains user information and reports and models. This is the folder that you need to back up to prevent loss of data. For more information, see Backup and Recovery .
DataProviders	Contains data provider assemblies.
SDK	Contains server report controls and a class library for the software developer kit.
SecurityProviders	Contains the ActiveDirectorySecurityProvider assembly used to create a security provider.
Server	Contains the files used to run the server.
Site	Contains the files used to run both the Report Portal and the Admin sites, as well as all associated help files.
ActiveReports 12 Server License Agreement.rtf	The license agreement that dictates the terms under which you may use this software.

C:\ActiveReports 12 Server\SDK

File Name	Description
HTML5 Viewer.Source	Includes Cascading Style Sheets and JavaScript files for HTML5.
ja	Includes resource files for the Japanese environment.
Samples	Contains sample Visual Studio projects that you can use to evaluate the software, or customize and extend to use in your own solutions. For more

	information on samples, see the SDK help.
zh-CN	Includes resource files for the Chinese environment.
ActiveReports.Server.ReportControls.dll	Assembly that supports the ReportDesigner and ReportList control for use in your ASP.NET solutions.

C:\ActiveReports 12 Server\Site

Folder Name	Description
Admin	Contains the files and folders used to run the Admin site, as well as the associated help file.
Bin	Contains ActiveReports and Data Dynamics Reports assemblies as well as SQLite and DotNetZip assemblies for use on the site.
i18n	Contains the files and folders having properties of different locales.
portal	Contains the files and folders used to run the Admin site, as well as the associated help file.
crossdomain.xml	Cross-domain policy file that make data available to WSF files in different domain.
Default.aspx	The default web file that shows the introductory text and links.
Default.aspx.cs	The default cs that shows the introductory text and links.
Designerservice.svc	The service host file for DesignerService.
Error.aspx	The file that contains error information for the Designer Web application.
Generic.master	The file that contains information regarding log-in page configuration.
Global.asax	The default class that sets global URL routing values for the Designer Web application.
index.html	The index file that contains html code for appearance and functioning of the main page.
ReportService.svc	The service host file for ReportService.
web.config	The main file that contains configuration information for the Designer Web application.

List of open source software used in ActiveReports Server

- **Report Portal**
 - Bootstrap v3.1.1
 - Bootstrap Datetimepicker
 - Bootstrap Multiselect
 - jQuery Cookie Plugin v1.4.1
 - jQuery JavaScript Library v2.1.0
 - Sizzle.js
 - knockout-handlebars.js v0.0.6
 - Knockout JavaScript library v3.1.0
 - Less - Leaner CSS v2.0.0
 - Modernizr 2.7.1
 - Placeholders.js
 - parseUri 1.2.2

- **Administrator Dashboard**

- jQuery.data.js
- jQuery UI Datepicker 1.8.10
- jQuery.deferred.js
- jQuery.editable-select
- jQuery customfileinput
- jQuery v1.4.4
- Sizzle.js
- jquery.meio.mask.js 1.1.3
- jQuery UI Tabs 1.8.10
- jQuery Tooltip plugin 1.3
- jquery.ui.i18n.datepicker.js
- jquery.ui.i18n.timepicker.js
- jQuery UI 1.8.10
- jQuery UI Slider 1.8.10
- jQuery timepicker add-on
- Watermark plugin for jQuery 3.1.4
- json2.js
- Knockout JavaScript library v3.1.0
- jQuery UI Spinner 1.20

- **Designer**

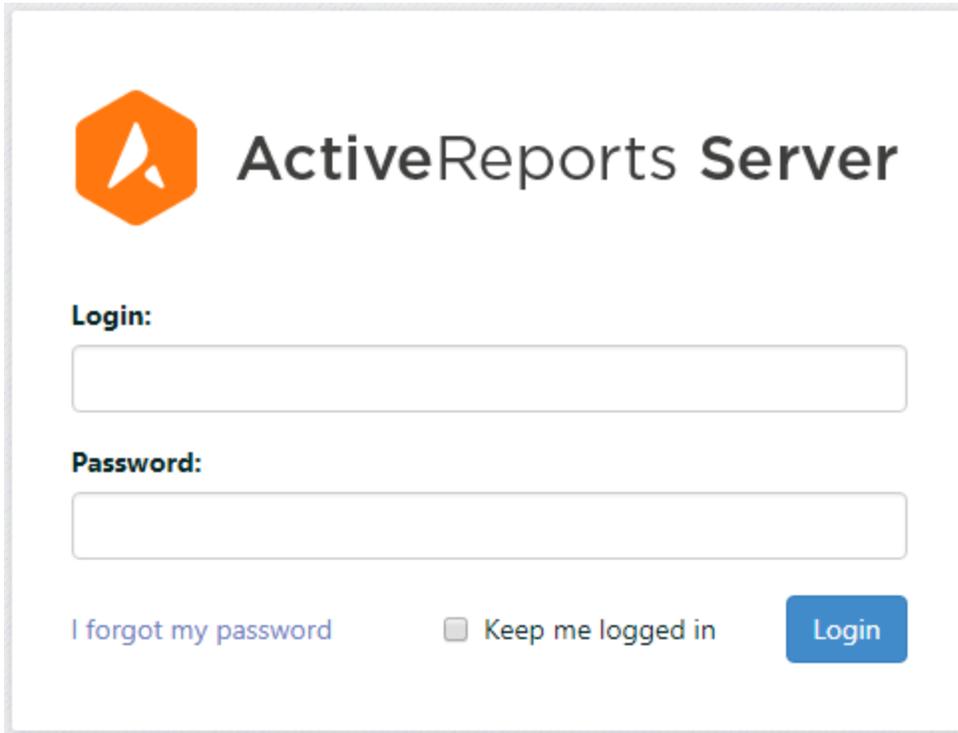
- Adobe Flex framework

- **Others**

- Microsoft.Owin
- Json.NET
- ESENT Managed
- Owin.Routing
- Owin.Hosting
- SQLite and SQLite LINQ

Logging On to the Administrator Site

1. From the Start menu, in All Programs, select **GrapeCity**, then **ActiveReports 12 Server, Administration**.
2. In the Administration Login dialog that appears in your browser, enter your registered **User Name** and **Password**.



ActiveReports Server

Login:

Password:

[I forgot my password](#) **Keep me logged in** **Login**

3. Click **Log In**. The Administrator Dashboard appears.

Backup and Recovery

It is always a good idea to back up your data so that you have a safe copy of it while installing a new ActiveReports Server version or in the event of a disaster.

In order to backup and restore data, you can use corresponding [import/export REST API](#). It allows import and export of all or particular set of resources.

You can also use Migration PowerShell Module sample shipped with ActiveReports Server (C:\ActiveReports 12 Server\SDK\Samples) to create backup and recover data.

To back up and recover your data using Migration PowerShell Module sample

1. Run the sample. See [Migration PowerShell Module Sample](#) topic for the detailed steps.
2. Export all the contents of the C:\ActiveReports 12 Server\Data folder to a zip folder by running the following PowerShell script:

```
Export-ArsData -Path C:\...\Documents\backup.zip
```

The backup is created.
3. Install a fresh instance of ActiveReports Server.
4. Import the contents in C:\ActiveReports 12 Server\Data folder of the new installed version by running the following PowerShell script:

```
Import-ArsData -Path C:\...\Documents\backup.zip
```

The data saved in backup.zip folder is recovered.

Configuring ActiveReports 12 Server on SSL and HTTPS Web Sites

To use SSL and HTTPS on the ActiveReports Server Web site, you need to make some configuration changes.

 **Note:** If you want to use the HTTPS communication protocol, you need to specify the URL as "<https://server:443/mobile/>" or "<https://server:443/m/>".

To use the HTTPS protocol, you must create an SSL certificate. For help with this, see Microsoft's article [How to: Configure an IIS-hosted WCF service with SSL](#).

To configure for HTTPS only

1. Open Internet Information Services (IIS) Manager and expand the **Sites** node.
2. Select the **ActiveReports 12 Server** site, and on the right, in the Edit Site section, click **Bindings...**
3. In the **Site Bindings** dialog that appears, click **Add..**
4. In the **Add Site Binding** dialog that appears, select https under **Type** and select an SSL certificate under **SSL certificate**, then click **OK** to close the dialog.
5. In the **Site Bindings** dialog, select the default http binding, and then click **Remove**. This will remove the default http binding.
6. Open the web.config file of the Site and add the following code to the <system.serviceModel> section, between the <service> and </service> tags, to change the server address and port.

Paste in the web.config file BETWEEN the <service> and </service> tags

```
<endpoint address="https://servername:443/ReportService.svc/json"
binding="webHttpBinding"
contract="ActiveReports.Server.ReportServices.Servicing.IReportService"
bindingConfiguration="ReportServiceJsonBindingSecured"
behaviorConfiguration="JsonBehavior" />
```

7. In the <system.serviceModel> section, between the <service> and </service> tags, remove the default code between the <endpoint> tags where the **endpoint address="json"**.
8. In the same <system.serviceModel> section, between the <service> and </service> tags, change the default code between the <endpoint> tags from "mexHttpBinding" to "mexHttpsBinding".
9. In the same <system.serviceModel> section, under <behavior>, remove the default code httpGetEnabled="true" from <serviceMetadata> tag and add the following code.

Paste in the web.config file BETWEEN the <serviceMetadata> and </serviceMetadata> tags

```
httpsGetEnabled="true"
```

10. In the <bindings> section, between the <webHttpBinding> tags, remove the default section <binding name="ReportServiceJsonBinding"> and add the following code.

Paste in the web.config file BETWEEN the <webHttpBinding> and </webHttpBinding> tags

```
<binding name="ReportServiceJsonBindingSecured" maxReceivedMessageSize="0x3000000">
<readerQuotas maxStringContentLength="0x3000000" />
<security mode="Transport" />

</binding>
```

11. In the <bindings> section, between the <wsHttpBinding> tags, change the default security mode code from <security mode="None /"> to <security mode="TransportWithMessageCredential" />.
12. Restart the Internet Information Services (IIS) Manager.

To configure for HTTP/HTTPS

1. Open Internet Information Services (IIS) Manager and expand the **Sites** node.
2. Select the **ActiveReports 12 Server** site, and on the right, in the Edit Site section, click **Bindings...**
3. In the **Site Bindings** dialog that appears, click **Add..**
4. In the **Add Site Binding** that appears, select https under **Type** and select an SSL certificate under **SSL certificate**, then click **OK**.
5. Open the web.config file and add the following code to the <system.serviceModel> section, between the <service> and </service> tags, changing the Server address and port.

Paste in the web.config file BETWEEN the <service> and </service> tags

```
<endpoint address="https://servername:443/ReportService.svc/json"
binding="webHttpBinding"
contract="ActiveReports.Server.ReportServices.Servicing.IReportService"
bindingConfiguration="ReportServiceJsonBindingSecured"
behaviorConfiguration="JsonBehavior" />
```

6. In the same <system.serviceModel> section, under <behavior>, between the <serviceMetadata> tags, add the following code.

Paste in the web.config file BETWEEN the <serviceMetadata> and </serviceMetadata> tags

```
httpsGetEnabled="true"
```

7. In the <bindings> section, between the <webHttpBinding> tags, remove the default section <binding name="ReportServiceJsonBinding"> and add the following code.

Paste in the web.config file BETWEEN the and </webHttpBinding> tags

```
<binding name="ReportServiceJsonBindingSecured" maxReceivedMessageSize="0x3000000">
<readerQuotas maxStringContentLength="0x3000000" />
<security mode="Transport" />
```

```
</binding>
```

8. Restart the Internet Information Services (IIS) Manager.

Once you set up the certificate and start using https:// to access the Web site on which ActiveReports 12 Server is installed, it begins working in secure mode.

For more help with this, see Microsoft's article on [Configuring SSL on a Web Server or Web Site \(IIS 6.0\)](#) or [How to Set Up SSL on IIS 7](#).

Concepts

This section reviews the most common concepts to help you understand ActiveReports Server and allow you to create and serve reports more efficiently.

Logical Data Models

In ActiveReports Server, data is organized in data models. This topic gives a general overview of a data model and its components.

Reports

End users can create and save reports in the ActiveReports Server Report Portal. Administrators can serve both developer reports and end user reports.

Report Loading

This topic explains some of the properties that you can use to load reports into the Web Designer control.

Styles and Themes

Review the elements that contribute to the visual presentation of a report.

Security: Users and Roles

Browse an overview of the ActiveReports Server role-based security.

Agents and Scalability

Find out how ActiveReports Server uses agents to handle more concurrent users and higher report execution loads.

Single Sign-On with LDAP or Active Directory

Find information on mapping LDAP or Active Directory users to ActiveReports Server.

Web Services

This topic explains the Web services that are installed with ActiveReports Server.

Configuration Section Handlers

This topic explains the Web services that are installed with ActiveReports Server.

URL Access to Reports and Designer

This topic explains some of the properties that you can use to load reports into the Web Designer control.

Templates

This topic explains the built-in templates that are available for use in HTML5 Web Designer.

Logical Data Models

A **logical data model** is an abstract model that organizes data into separate entities with defined relationships between entities. Each entity has its own set of attributes. A user selects a data model from a list of available data models, and then uses it as a basis for creating reports.

Entities

Entities represent business objects (e.g. Contact, Product, etc.) that are included in a data model. Entities are represented

to the end user in a multi-level tree. Each entity has an associated set of attributes.

You can create [Ad Hoc Entities](#) by writing SQL queries and binding them to a logical table, but certain restrictions apply.

Attributes

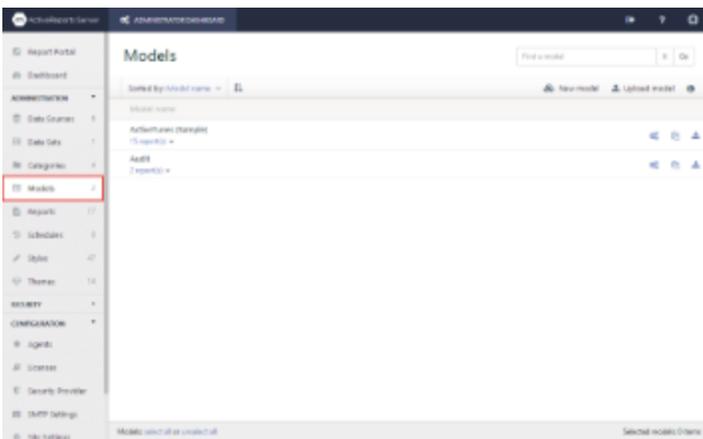
Attributes are associated with an entity and represent values that are used for creating a report. A **calculated field** is a type of attribute which calculates a value based on other attributes.

Relations

A relation is an element of a data model that represents relationships between entities.

[Relation Cardinality](#) dictates how relations are created.

As administrator, you can create new models, delete models, and edit models to provide what your end users need in order to create meaningful reports. See the [Managing Models](#) section for information on how to perform these tasks.



Ad Hoc Entities

An ad hoc entity is one that is bound to a dynamic SQL query, for example, a stored procedure or a view, rather than a query built by ActiveReports Server. You can use an ad hoc entity in the same ways as any other entity, except that you cannot add a logical column, a calculation, to the base table of an ad hoc entity. You can, however, add calculated attributes in the SQL query itself. You can also add attributes that bind to the existing columns, and you can add relations to other entities.

An example of a query that creates an ad hoc entity from the included ActiveTunes (Sample) model is as follows.

SQL Query

```
SELECT Address, City, State FROM Customer
```

Creating Ad Hoc Entities

Any limitations that apply to the underlying data also apply to your ad hoc entity.

- In SQL subqueries, you can have up to 32 levels of nesting (or less depending on memory resources and the complexity of other expressions in the query).

- Microsoft SQL Server does not allow the TOP function in nested queries.

If you try to create an entity using a query that exceeds your underlying data's limits, ActiveReports Server displays an appropriate error.

 **Tip:** When editing queries for ad hoc entities, provide all attributes that are currently used by the entity. This way, if you want to exclude an attribute from the SQL query of the ad hoc entity at run time, you can delete it before the edit operation.

Take care when changing these queries, because you can change the actual data for attributes without changing the semantic model (except the entity edits). This could cause data in some reports to change dramatically.

Relation Cardinality

Relation cardinality dictates how relations are generated when you create a logical model, and how they are used to generate underlying SQL JOIN queries when you run reports. Generally, the cardinality is set in the underlying database, but if it is not set up properly there, you can set the cardinality of a relation from the Administrator Dashboard in the Model Editor. For more information, see [Modifying a Relation](#).

Relation Types

When you add relations between entities, ActiveReports Server uses rules to determine cardinality. There are four ways that entities can relate:

- **One:** One-to-one
- **Many:** Many-to-many
- **OptionalOne:** One-to-zero or one
- **OptionalMany:** Many-to-zero or more

If you add relations between entity A (from table A) and entity B (from table B) using the corresponding sets of tables in AC and BC, the rules for determining cardinality are as follows.

Adding relation AB to entity A

- If there is a unique constraint on table B that is nullable and exactly matches the columns in BC: **OptionalOne**.
- If there is a unique constraint on table B that is not nullable and exactly matches the columns in BC: **One**.
- Otherwise: **OptionalMany**. (ActiveReports Server does not use **Many** in creating relations, but you can set it explicitly.)

Adding relation BA to entity B

- If there is **no** unique constraint on table A that matches the columns in AC: **OptionalMany**.
- If there is a unique constraint on table A that matches the columns in AC, and one of those columns is nullable: **OptionalOne**.
- If there is a unique constraint on table A that matches the columns in AC, and **none** of those columns is nullable: **One**.

Example

We can add a relation between the Album and Artist tables using the ArtistID column. Assuming this relation does not

exist in the database yet, if we add the relation from the Album entity, we get an Album-to-Artist relation with OptionalOne cardinality and an Artist-to-Album relation with OptionalMany cardinality.

SQL JOIN Types

ActiveReports Server does not take role cardinality into account in determining what JOIN type to use. The relation in the data source controls the behavior.

- If the relation belongs to the table that the query joins to, then it uses a LEFT JOIN.
- If there is at least one column in the relation that accepts a null value, then it uses a LEFT OUTER JOIN.
- Otherwise, it uses an INNER JOIN.

Basically, if it accepts null values, it uses outer joins, otherwise it uses inner joins.

Examples

The Album table has a foreign key constraint linked with the Artist table, there is a relation created for it, and it belongs to the Album table. So long as Album.ArtistID does not accept null, then for queries joining the Album table to the Artist table, we use an INNER JOIN, but for queries joining the Artist table to the Album table, we use a LEFT JOIN. However, if Album.ArtistID is nullable, then even in the case of queries joining the Album table to the Artist table, we use a LEFT OUTER JOIN.

Consider relations based on foreign constraints between Playlist, Track and PlaylistTrack tables via PlaylistID and TrackID. The relations belong to the PlaylistTrack table as they refer to Playlist and Track. Assume for this purpose that CollapseInRelations is not set for PlaylistTrack.

If you drop Playlist.Name and Track.Name to create a table, then the query tree looks like this:

```
PlaylistTrack
> Playlists
> Tracks
```

In both cases, it uses an INNER JOIN, as both relations belong to the table (PlaylistTrack) from which the query pulls.

In the case of the Album and Artist tables, the relation connects an Album to an Artist by the ArtistID. So you can drop the Artist.Name attribute and a "Total Albums" aggregate to create a table. If you drop the Name attribute first, then the query looks like this:

```
Artist
> Album
```

In this case, it uses a LEFT OUTER JOIN because the relation belongs to the table (Album) from which the query pulls.

Reports

End users can create reports in the ActiveReports Server Report Portal. When the end users save reports in the Report Portal, you can see them listed on the **Reports** page of the Administrator Dashboard, where you can modify, delete, download, or set permissions on them.

You can also design the **ActiveReports** Developer reports in Administrator Portal and Report Portal using the new **ClickOnce End User Designer**.

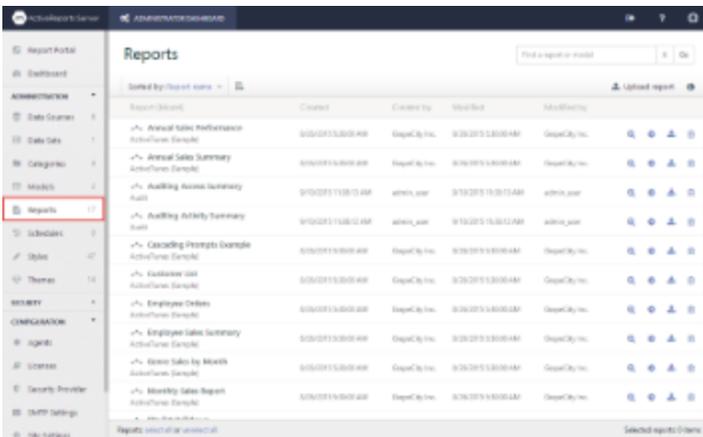
Reports that are hosted on ActiveReports Server can be previewed in ActiveReports. See [Viewing Reports from](#)

[ActiveReports Server](#), for more information.

End users can also serve more complex developer reports created with ActiveReports. See [Managing Reports](#) for information on adding developer reports.

Note:

- ActiveReports Server Designer Add-On license is required to design a semantic report.
- The ClickOnce End User Designer works only in **Internet Explorer** and **Microsoft Edge** browsers as both are based on the ClickOnce technology.



Report Loading

When you use the Designer Web control, you can load reports into it by specifying a value for one of two properties:

- **ReportName** loads the first report with the specified name.

IMPORTANT: Multiple reports can share the same name, so using the ReportName property does not guarantee that the same report is loaded every time.

- **ReportID** loads the unique report with the specified ID. When this is specified, the ReportName property is ignored.

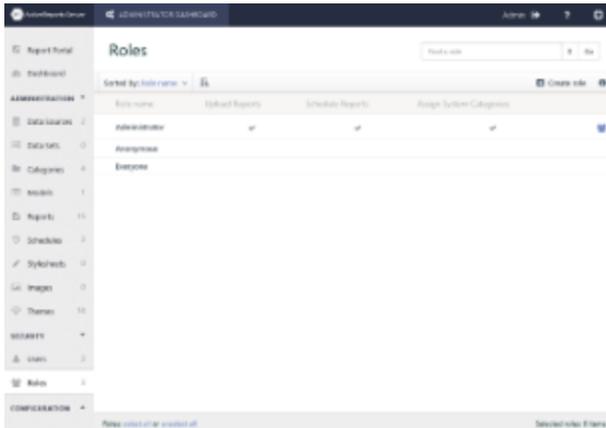


A third property, **ReportAction**, tells the designer how to open the report. ReportAction has two enumerated values:

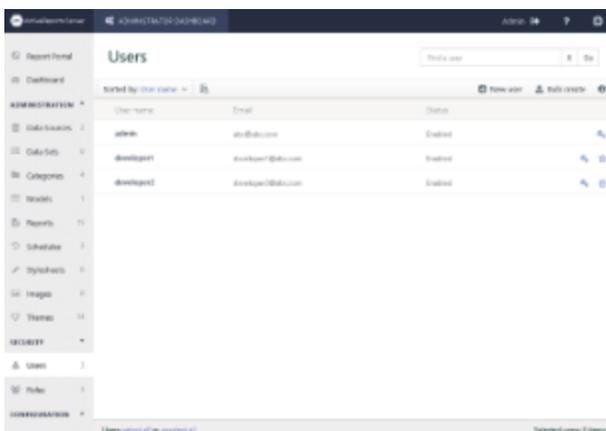
- **Design** is the default value for ReportAction, and tells the designer to open the report in Design view.
- **Preview** tells the designer to open the report in the Preview tab.

Note: ActiveReports Server Designer Add-On license is required to design a report.

proper set of permissions. In the Security section of the dashboard, click **Roles** to administer roles.



As Administrator, you can create roles and users. You then add users to each role and control which roles are allowed to upload ActiveReports and which roles have Read access to each model. In the Security section of the dashboard, click **Users** to administer users. For more information, see [Managing Security](#).



Agents and Scalability

Agents allow you to serve reports to more concurrent users, and respond to higher report execution loads.

Scale-Out Deployment

Using multiple report server instances that share a single report server database is called scale-out deployment. You can add Managed Agents to your deployment that the central controller server uses to automatically load-balance report execution tasks.

Licensing

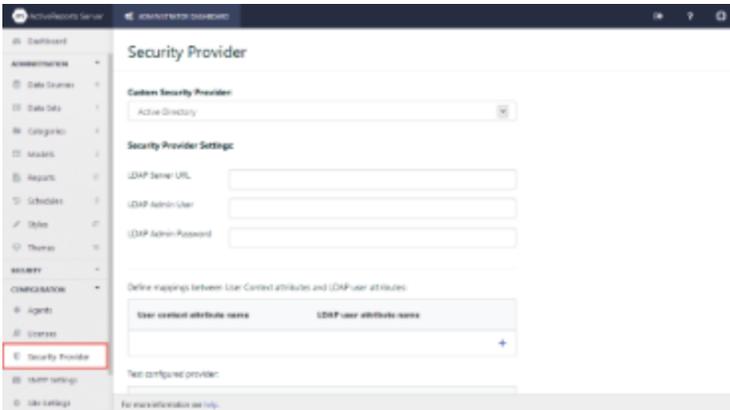
When you purchase the ActiveReports Server Edition, you can use as many agents as you need.

Deployment Scenarios and Licensing Requirements

For optimal scalability, it is best practice to run agents on separate machines from the main host. But if your focus is on having less hardware to manage and keeping costs down, you can keep the agent on the same machine as the host.

Single Sign-On with LDAP or Active Directory

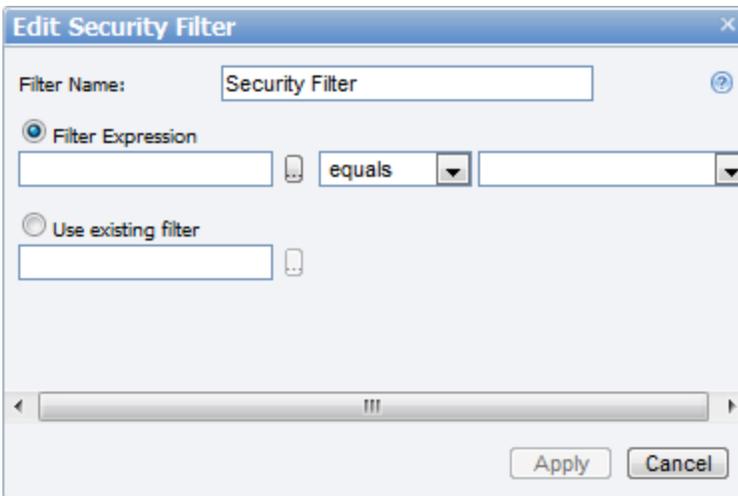
If your user information is already stored in a corporate directory that uses Lightweight Directory Access Protocol (LDAP) or Active Directory®, you can connect your ActiveReports Server users and roles to the directory by configuring it on the Security Provider page.



For information on how to set up your LDAP or Active Directory in ActiveReports Server, see the [Managing Security Providers](#) and [Using LDAP and Active Directory](#) topics.

Note: ActiveReports Server supports OpenLDAP v2.3 or later. Earlier versions are not supported because they do not have a MemberOf attribute.

Once you have the settings and mappings in place, when you edit a model, you can add a security filter to each model entity. (See the [Modifying an Entity](#) topic for more information.)



In the Filter Expression, the value on the right side gives you a list of the attributes that are mapped to your LDAP or Active Directory.

Web Services

When you install ActiveReports Server, it runs an ASP.NET Web site that gives you access to the Report Portal and the Administrator Dashboard. The root of that Web site is located in:

```
C:\ActiveReports 12 Server\Site\
```

In the Site folder, you will find the **ReportService.svc** file. This allows you to call and access the report service.

Important: If you use a virtual directory, you must copy the `crossdomain.xml` file (from `C:\ActiveReports 12 Server\Site`) to the full root of the parent application. If you have it only in the virtual directory, a Security sandbox violation occurs when you try to preview a report.

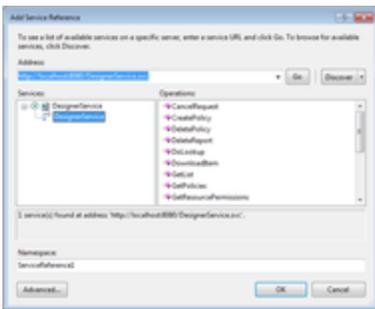
There is code in each of these Web service files that tells ASP.NET that when it encounters one of our file types, it can direct the call to ActiveReports Server for handling.

To use one of the ActiveReports Server Web services, you create a client of some sort, for example a console application, and add a Service Reference that points to the service address, by default:

```
http://localhost/ReportService.svc
```

Note: If you entered a different site port, enter that value after localhost. For example, `http://localhost:8080/ReportService.svc`

In the Add Service Reference dialog, once you enter the correct address and click **Go**, you can select the service and view the available operations in the pane to the right.



ASP.NET responds differently depending on how you access the Web service URL.

- If you access it using a raw Web service client, it initiates an exchange of XML.
- If you access it with a browser it displays a Web page with information about using and testing the service.

When you add a service reference, Visual Studio calls the URL and appends `?WSDL`. For example,

```
http://localhost/ReportService.svc?wsdl
```

WSDL, or Web Service Description Language, is XML that describes the methods and arguments that are available on the Web service, which is how Visual Studio generates the classes that you can access from code.

To see the Web services in action, check out the included sample located in:

```
C:\ActiveReports 12 Server\SDK\Samples
```

Configuration Section Handlers

You can use the ReportServiceProxy class to provide a handler for the ResolveRemoteEndPoint event using code in the web.config file.

Syntax

In web.config file, you can either provide a handler for the ResolveRemoteEndPoint or you can provide a remoteReportServicePath with a username and password. ASP.NET code for both the implementations are given below.

To provide a handler for the ResolveRemoteEndPoint event

ASP.NET code. Paste in the web.config file BETWEEN the <configSections> and </configSections> tags.

```
<sectionGroup name="activeresports.server">
  <section name="reportServiceProxy"
type="ActiveReports.Server.ReportControls.Configuration.ActiveReportsServerSection,
  ActiveReports.Server.ReportControls, Version=x.x.xxxx.x, Culture=neutral,
  PublicKeyToken=d557f2f30a260da2" allowDefinition="Everywhere" />
</sectionGroup>
```

To provide a remoteReportServicePath with a username and password

ASP.NET code. Paste in the web.config file BELOW the </configSections> tag.

```
<activeresports.server>
  <reportServiceProxy remoteReportServicePath="http://localhost:8080/" username="Admin"
password="1" />
</activeresports.server>
```

Remarks

Default configuration:

- You must specify a value for the **RemoteReportServicePath** to use the section handlers.
- The **username** and **password** values are empty by default, and are optional.

Configurable Location

Use these handlers in the application-level web.config file.

 **Note:** While other locations may work, we do not support them.

URL Access to Reports and Designer

You can use a uniform resource locator (URL) request to preview or edit reports, or even design new ones from a specified model.

 **Important:** The logged-in user must have permission to perform the specified action on the report.

Syntax

`http://server/?param="string"&ReportAction=enum`

Arguments

Argument	Description
server	Replace this with the name or IP address of the computer on which you run the report server.
?	The question mark indicates to ActiveReports Server that the rest of the URL contains parameters and an action to perform.
param	Replace this with the parameter that you want to use. Select from ModelName , or ReportID .
string	Replace this with the model name or ID, or report ID, depending on the parameter you use.
&	The ampersand indicates to ActiveReports Server that the parameter is complete and the action to perform follows.
ReportAction	This is the designer property that indicates to ActiveReports Server that an enumerated action value is to follow.
enum	Replace this with the enumerated action value that you want the designer to perform. Select from Create , Design , or Preview .

Examples

Create a New Report

To create a new report from a model that you specify without opening the Models page, replace the italicized portions of the following URL with your server name and model.

URL request syntax for creating a new report.

```
http://MyServer/?ModelName="MyModel"&ReportAction=Create
```

For the **ModelName** parameter, you can use the model name, the model ID, or the GUID. If you use the model name, and there is more than one model with the same name, ActiveReports Server uses the first model of that name that it encounters.

Edit a Report

To edit an existing report in the designer without opening the report list, replace the italicized portions of the following URL with your server name and report ID.

URL request syntax for editing a report.

```
http://MyServer/?ReportId="1"&ReportAction=Design
```

Preview a Report

To preview an existing report without opening the report list, replace the italicized portions of the following URL with your server name and report ID.

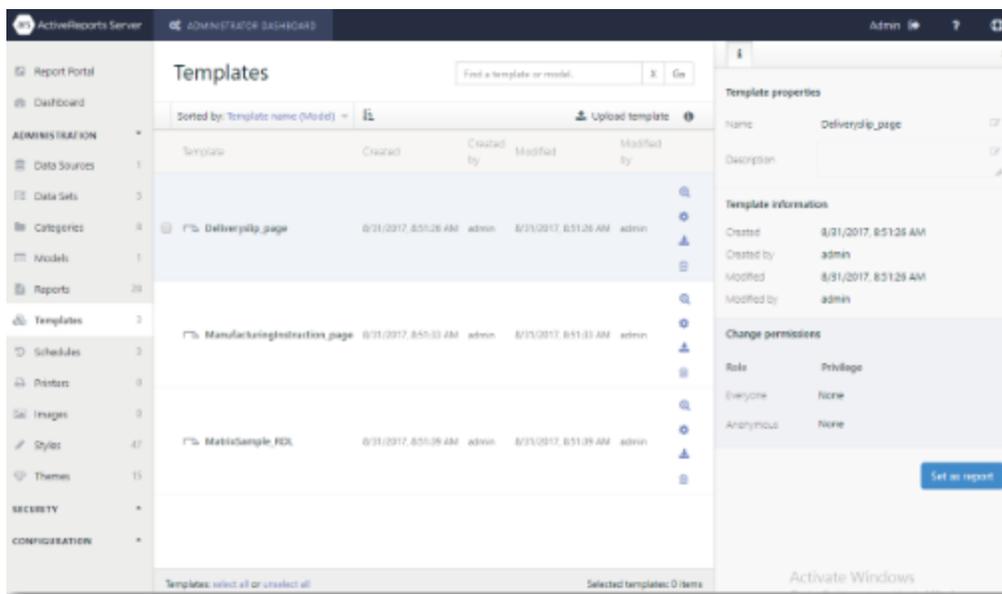
URL request syntax for previewing a report.

```
http://MyServer/?ReportID="1"&ReportAction=Preview
```

Templates

With the introduction of Templates, users are provided with the ability to make use of these while creating a report in the **HTML5 Web Designer**. The end users can choose from the built-in templates uploaded by an administrator on the Administrator Dashboard. The supported file formats for the templates are .rdl and .rdlx.

The templates are displayed on the **Templates** page on the Administration portal.



Templates can be edited in any supported designer in the same way as the regular reports. See [Managing Templates](#) for more information on handling templates in ActiveReports 12 Sever.

Managing Models

This section contains information that helps Administrators with data management tasks.

[Model List Overview](#)

This section describes how to maintain the list of data models from which Report Portal users create their reports.

[Model Editor Overview](#)

Refer to this section to learn about the ways in which you can modify individual data models.

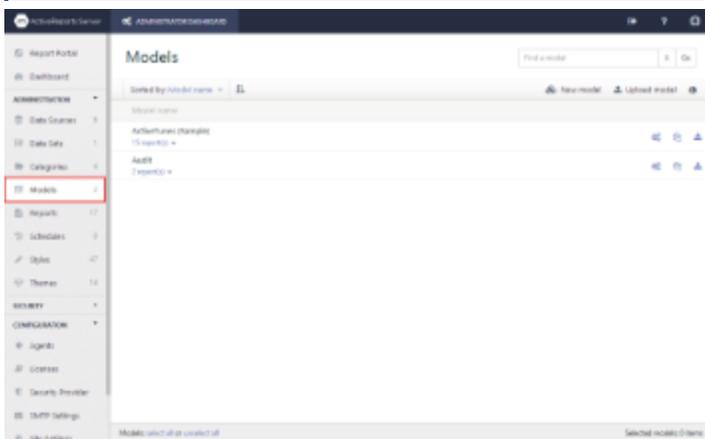
Note

- You can create row-level security by creating custom security providers. See the [Managing Single Sign-On Security Providers](#) topic for more information.
- ActiveReports Server Designer Add-On license is required to work with Models.

Model List Overview

You can view and modify all of the data models you have available for creating reports on the Administrator Dashboard Models page.

Note: ActiveReports Server Designer Add-On license is required to create new Model.



Creating a New Model

Learn to create a new data model with the wizard.

Cloning a Model

Learn to copy an existing data model.

Working with Model Versions

Learn to use versioning to track changes to your data model. This allows you to revert to previous versions.

Deleting a Model

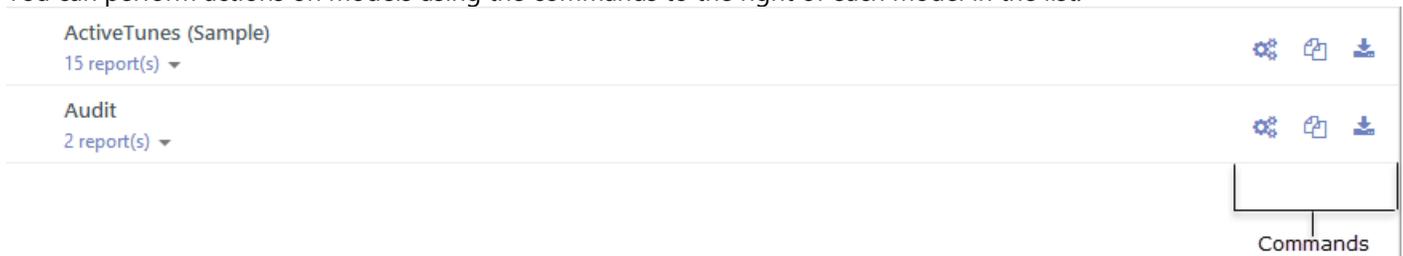
Learn to delete data models.

Uploading and Downloading Models

Learn to upload and download data models for backing up or transferring them.

Model Commands

You can perform actions on models using the commands to the right of each model in the list.



Command Descriptions

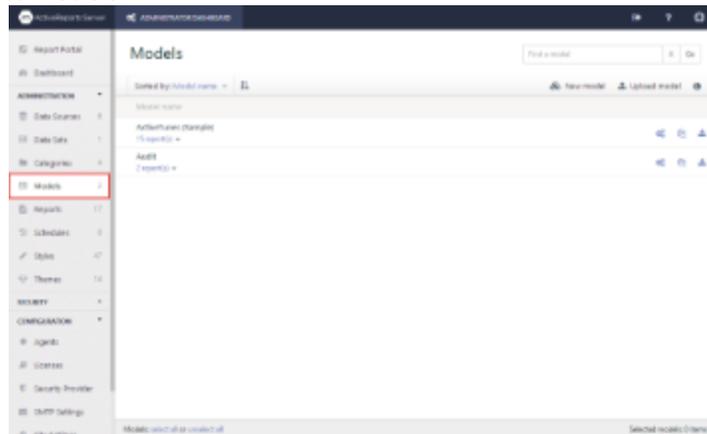
Command	Description
Create report	Opens the report designer with the data model already selected.
Edit	Opens the Model Editor so that you can modify the model's properties. For more information, see Model Editor Overview .
Rename	Allows you to change the model's name.
Permissions	Opens the Change Permissions dialog where you can select which roles have access to the model.
History	Displays a list of modifications by date. If you do not supply comments when you modify it, a description of the modification is automatically generated.
Download	Downloads and saves a model to the local file system.
Clone	Creates a copy of the latest version of the model, without any of the reports.
Delete	Deletes the model. This command is not available for the sample model, ensuring that there is always at least one model available.

Creating a New Model

Create a new data model using the model generation wizard.

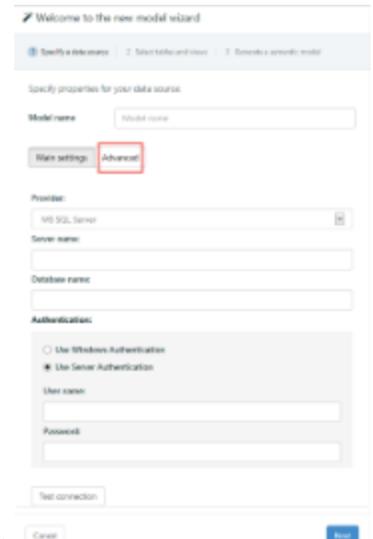
To create a new model

1. From the Administrator Dashboard, select **Models**.



2. On the **Models** page, click **New Model**.
3. In the new model wizard that appears, enter a **Name** for this new data source and the database server information in the provided fields.

To enter the connection string directly in the Connection String Editor dialog



1. In the new model wizard, next to **Main settings**, click the **Advanced** button.

Sample connection string for SQL server

```
Provider=SQLCLIENT;Data Source=HQ;Initial Catalog=PUBS;User
Id=myUsername;Password=myPassword;
```

Sample connection string for Oracle

```
Provider=ORACLE;Data Source=MyServiceName;User
Id=myUsername;Password=myPassword;
```

2. Click **Test connection** to test the connection string for the new model.

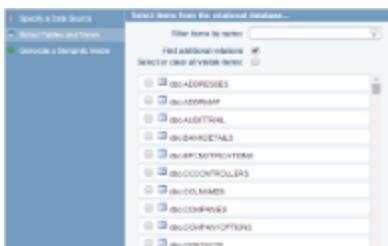
Tip: You can use any UserContext attribute in the connection string by putting the attribute name between percent signs. For example,

```
Provider=SQLOLEDB.1;Data Source=HQ;Initial Catalog=%TenantDatabase%;
User Id=myUsername;Password=myPassword;
```

4. Click **Next** to proceed to the **Select Tables and Views** page of the wizard.
5. Click check boxes to select items from the list of available tables and views.

Tip: You can use the **Find additional relations** check box to determine whether to create relations between like-named columns (selected by default) or not. If this checkbox is not selected, a model is generated with predefined relations from the data source, which helps to avoid the generation of extra relations.

You can also select all visible items at once by selecting the **Select/Deselect All Visible Items** check box.



Notes: If you have a lot of items, you can filter what is shown by entering a value in the **Filter Items By Name** box.

If you do not select any items in this step, you can generate an empty model without any data, and later add data to the model manually. See [Adding a New Entity](#), [Adding a New Logical Column \(Attribute\)](#) and [Adding a New Logical Relation](#) for details.

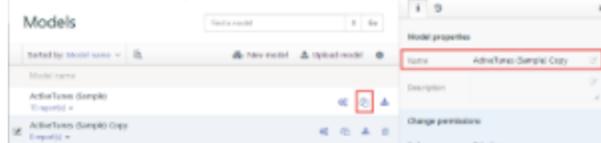
6. Click **Next** to finish the model generation wizard. A new model is generated and appears in the **Models** list, available to users for creating reports in the Report Portal.

Cloning a Model

Another way to create a new model is by cloning. In this case, we choose a model from the list of current models and create its precise copy as an independent model that we can edit.

To clone a model

1. From the Administrator Dashboard, select **Models**.
2. In the Models list, select the model that you want to copy and then click **Clone model** button. A new model is



created and displayed in the Models list.

3. To rename the newly created model, click the **clone model** properties button to display the model properties.
4. In the **Name** box, enter the name to update.

Note: When you clone a model, the reports remain bound to the initial model. A newly cloned model is created without any bound reports.

Working with Model Versions

Model versioning allows you to keep and manage various versions of a model, so that you can track modifications and easily revert to any version of the model at any time. ActiveReports Server always uses the latest version of the model to create reports in the Report Portal.

To save a model version

When you upload an existing model, ActiveReports Server saves it in the version history the same as when you modify it in the model editor.

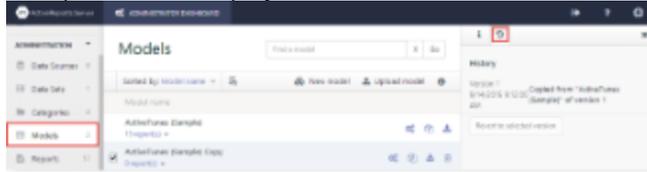
1. After you finish [Saving a Modified Model](#), click the **Save & Publish** button. This creates a new version of the model. The old version, as well as all other previous model versions, is kept in the **History** section of the model.
2. All reports associated with the model automatically bind to the latest model version. Model changes, especially deletions, may break some reports, so compatibility is checked automatically.

Note: See [Managing Model Breaking Changes](#) for more information on how broken reports are handled.

To view the model history

1. In the Administration section of the Administrator Dashboard, click **Models**.
2. In the Models list, next to the model whose history you want to view, click **History**.

3. The **History** section of the model drops down to display a numbered list of model versions, the dates the changes



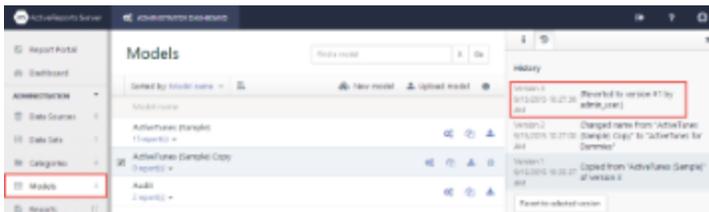
were saved, and any [comments](#).

4. To hide the expanded History section, click **History** again.

To revert to an historic model version

1. Click **History** to expand the History section of the model you want to revert.
2. In the list of model versions, next to the version that you want, click **Revert to**.
3. A copy of the selected version of the model becomes the latest version, and a compatibility check runs for all associated reports.

Note: If a report is not compatible with the selected model version, the compatibility check continues until a compatible model version is found.



Deleting a Model

You can delete any model that does not have any associated reports.

To delete a model

1. Delete any reports associated with the model to enable the delete function. (See [Managing Reports](#) for more information.)
2. In the Models list, next to the model that you want to delete, click the **Delete** button.



Uploading and Downloading Models

The upload and download model operations offer an additional means of backing up or transferring models between servers

without requiring access to the server console. To streamline upload and download times, models are saved as specially formatted and compressed xml with a file extension of .datamodel.

To download a model

1. In the Models list, next to the model that you want to save, click **Download model** button.



2. The compressed xml model file is copied onto your machine in .datamodel format.

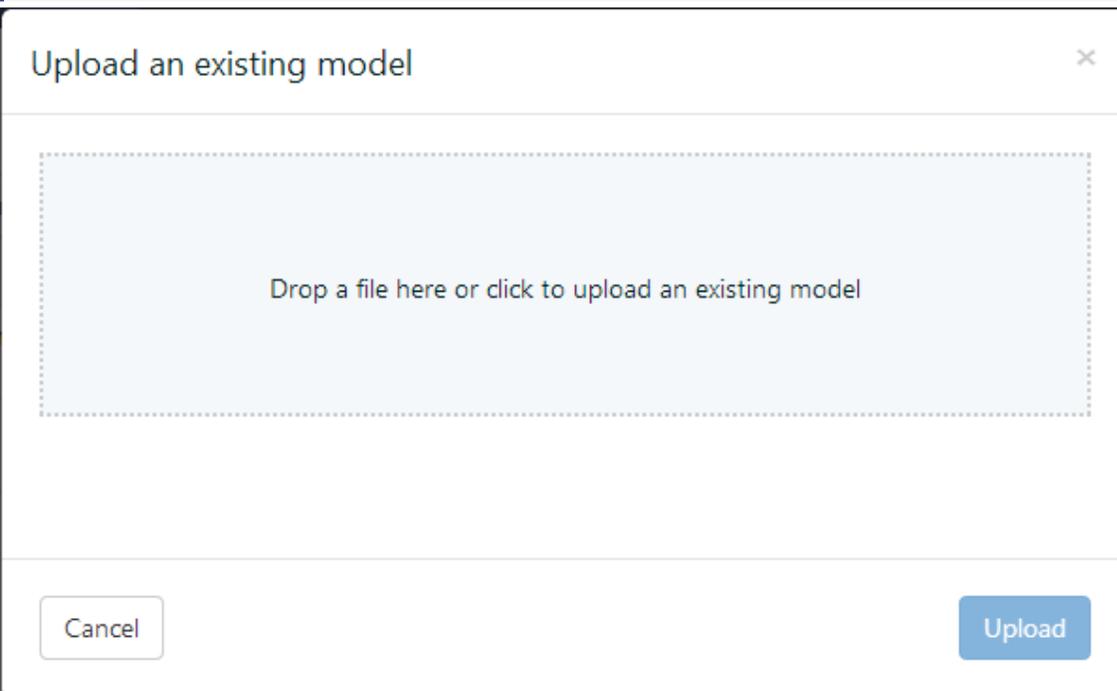
 **Tip:** If your browser does not automatically offer you a choice of where to save the file, you can right-click **Download** and select **Save As**.

To upload a model

1. On the Models page, click the **Upload model** button next to **Upload Existing Model**, click **Browse** and navigate to the location of a locally saved compressed xml model file.
2. In the **Upload an existing model** dialog that appears, you can either drop a model file or click inside the dotted box to browse to a model file.

 **Tip:** Supported file extensions are .datamodel, .xml, and .smdl, so long as the file uses valid semantic model data.

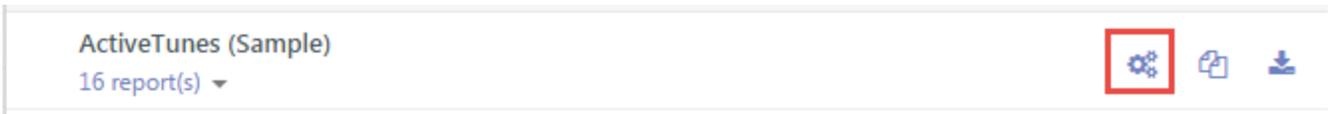
 **Note:** ActiveReports 12 Server does not support the SSRS data model.



3. In the **Open** dialog that appears, navigate to the model file that you want to upload and click **Open**. The dialog closes and the file name appears in the dotted box.
4. Click **Upload** to add the model to the server.

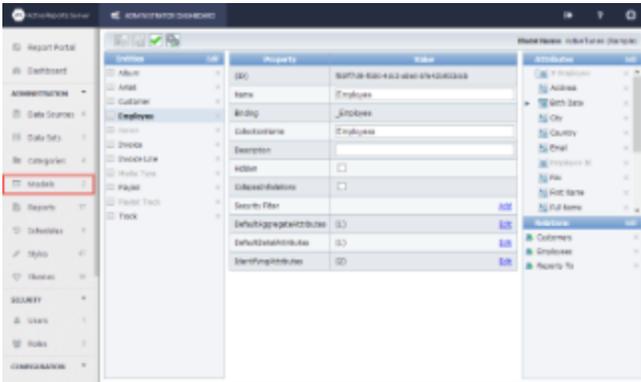
Model Editor Overview

To access the Model Editor, next to a model in the Models list, click **Edit**.



The Model Editor allows you to modify a model's entities, attributes and relations. An asterisk (*) by the model name in edit mode indicates that the model has been modified. Select an entity from the **Entities** list on the left to edit it.

 **Note:** ActiveReports Server Designer Add-On license is required to edit Models.



Changing the Connection String

Learn to modify the Connection String of an existing model.

Modifying an Entity

Learn which properties you can modify on each entity.

Adding a New Logical Table (Entity)

Learn to add new logical tables and to base new tables on existing entities.

Modifying an Attribute

Learn which properties you can modify on an entity's attributes.

Adding a New Logical Column (Attribute)

Learn to add new logical columns and to base new columns on existing attributes.

Modifying a Relation

Learn which properties you can modify on an entity's relations.

Adding a New Logical Relation

Learn to add new logical relations and to base new relations on existing ones.

Deleting an Item

Learn to delete any entity, attribute, or relation.

Saving a Modified Model

Learn to save a working draft of a model and to publish model changes.

Entering Modification Comments

Learn to add comments that help you to identify versions in the model history.

Managing Model Breaking Changes

Learn about changes that may break reports, and how ActiveReports Server handles them.

Model Editor Toolbar Buttons



- **Save & Publish** validates and, if no errors are found, saves modifications as a new [version](#) of the model.
- **Save Draft** saves modifications as a local draft copy available only to the user making the modifications.

(Use this button to save a draft of a model that does not pass validation.)

- **Validate** checks modified elements for errors.
- **Properties** displays model properties such as the model name and connection string information.

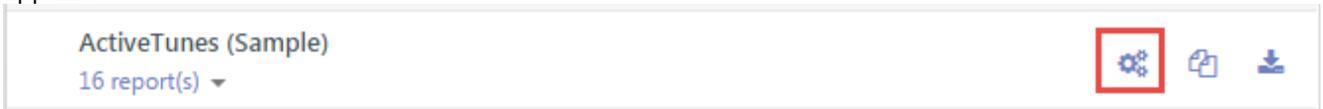
Changing the Connection String

You can modify the connection string of an existing model. This is useful if you want to substitute a UserContext attribute for a value in the connection string when you use LDAP and ActiveDirectory or a custom security provider.

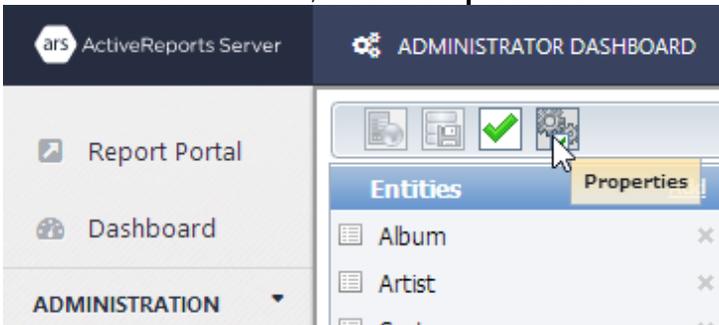
You can also modify the name and command timeout value of the model.

To change the connection string

1. In the Models list, select the model that you want to edit and then click **Edit model** button. The model editor appears.



2. In the Model Editor toolbar, click the **Properties** button.



3. In the workspace, change properties as necessary. The table below details the properties that you can change.

Model Properties

Property	Description
Model Name	Changes the name of the model that appears in the Models list. Note that if you change this name, you must update it in any reports based on the model.
Command Timeout	Specifies the wait time before terminating an attempt to execute a command and generating an error. Leave this value blank to use the provider's default timeout.
Connection String	Specifies the connection string used to access data for the model. This value is disabled for the sample model, but with an actual model, you can edit the connection string here. You can put a UserContext attribute name between percent signs in place of any value in the connection string.

Modifying an Entity

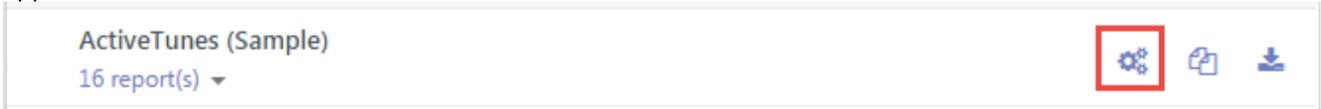
You can modify the properties of an existing entity within a model.

Caution: Modifying a model may break reports attached to it. See [Managing Model Breaking Changes](#) for more

information.

To modify an entity

1. In the Models list, select the model that you want to edit and then click **Edit model** button. The model editor appears.



2. In the model editor that appears, in the **Entities** list on the left, select the entity that you want to modify. The properties appear in the workspace and the Attributes and Relations lists populate with any associated attributes and relations.
3. In the workspace, change properties as necessary. The table below details the properties.

Entity Properties

Property Name	Type	Description
(Id)	ID	A unique identifier for the entity. Used internally by the system.
Name	String	The name of the entity.
Binding	ID	The database object that the entity represents.
CollectionName	String	The name to be used for a collection of instances of the entity. Use this property to ensure that plural nouns are spelled correctly.
Description	String	A description of the entity that appears as tooltip text in the Report Portal when a user hovers the pointer over the entity.
Hidden	Boolean	Indicates whether the entity is hidden from end users.
CollapseInRelations	Boolean	Indicates whether to collapse the entity when it is displayed within a relation.
Security Filter	Expression	Allows you to use custom security providers to filter the data displayed for the entity. See Managing Single Sign-On Security Providers for more information.
DefaultAggregateAttributes	Object	Determines the attributes to display by default when the entity appears in an aggregate.
DefaultDetailAttributes	Object	Determines the attributes to display by default. For example, when you drag the entity onto the designer surface and create a table or chart, these attributes display by default.
IdentifyingAttributes	Object	The set of attributes to use to identify a unique instance of the entity. This is used instead of DefaultDetailAttributes to build a table or chart if that collection is empty, since this one is never empty. This is also used to create the grouping label when you group an entity.

Adding a New Logical Table (Entity)

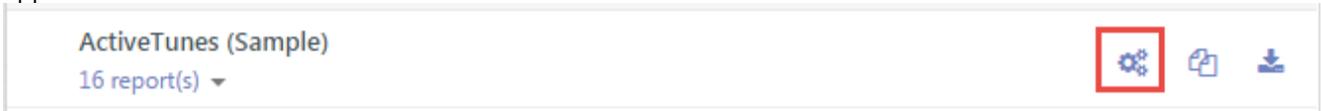
You can create and add a new logical table to a model, or base a new one on an existing entity from the list.

To create a new logical table (entity)

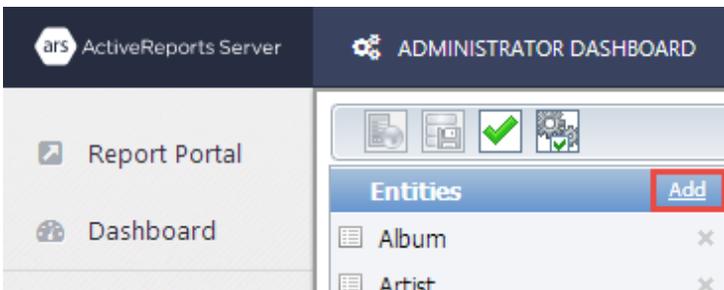
Follow these steps to create a new entity using a SQL query.

Create a new entity from a query

1. In the Models list, select the model that you want to edit and then click **Edit model** button. The model editor appears.



2. In the model editor that appears, in the **Entities** list on the left, click **Add**. The New Entity dialog appears.



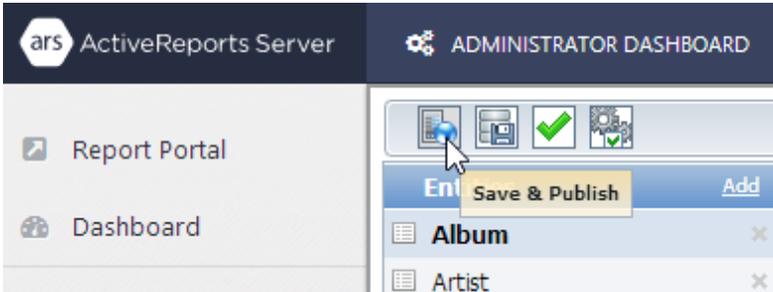
3. In the **New Entity** dialog, enter a **Name** for the new entity. This value appears in the list of entities for the model.
4. In the **Description** box, enter a description that provides users with additional information about the entity, such as when it is appropriate to use it.
5. In the **Query** box, define the entity with a SQL query that pulls the data that you want.
6. Check your query using the commands above the preview box.
 - o **Validate** verifies the query and displays any errors it finds in red at the top of the dialog.
 - o **Preview Schema** populates a table with information pulled by the query (column name, size, data type, and is nullable).
 - o **Preview Data** populates a table with a sampling of the data pulled by the query.



7. Click **OK** to add the new logical table to the model as a new entity.

 **Note:** In the Entities pane, when you select an entity that you created, an **Edit** command appears next to the **Add** command at the top of the pane. Click **Edit** to re-open the New Entity dialog and make changes to the name, description, or query.

8. In the Model Editor toolbar, click the **Save & Publish** button to save the changes. The new logical table is added to the model and displayed in the Entities list.

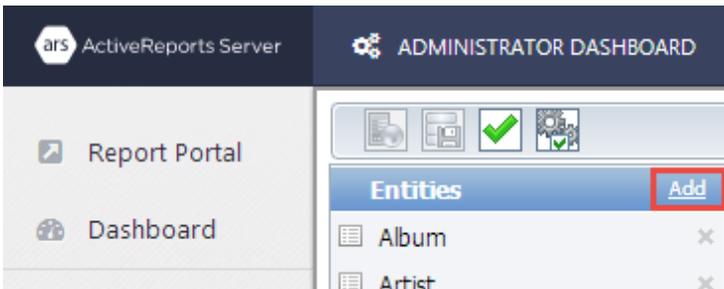


Base a new entity on an existing logical table

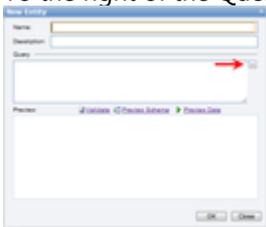
Follow these steps to select an existing logical table to use as a new entity.

Base a new entity on an existing logical table

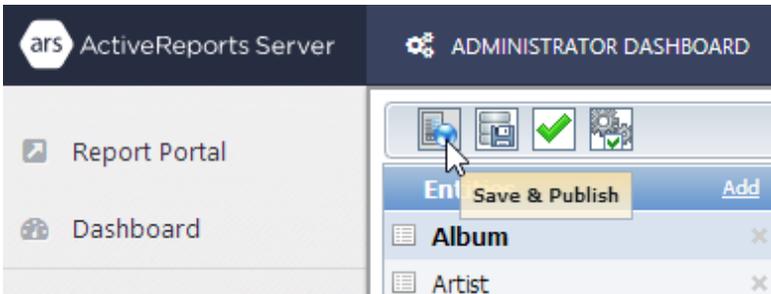
1. In the Entities pane to add an existing entity, click **Add**. The New Entity dialog appears.



2. To the right of the Query box, click the ellipsis button.



3. In the **Select an Existing Table** dialog that appears, select the table that you want and click **OK**. The Query box in the New Entity dialog is populated with the table name, for example **_Expenses**, and the Name box is populated with the user friendly table name, for example **Expenses**.
4. You can check your results using the commands above the preview box.
 - o **Validate** verifies the query and displays any errors it finds in red at the top of the dialog.
 - o **Preview Schema** populates a table with information pulled by the query (column name, size, data type, and is nullable).
 - o **Preview Data** populates a table with a sampling of the data pulled by the query.
5. In the **Description** box, enter a description that provides users with additional information about the entity, such as when it is appropriate to use it.
6. Click **OK** to add the new logical table to the model as a new entity.
7. In the Model Editor toolbar, click the **Save & Publish** button to save the changes. The new logical table is added to the model and displayed in the Entities list.



Modifying an Attribute

You can modify the properties of an existing attribute within a model.

Caution: Modifying a model may break reports attached to it. See [Managing Model Breaking Changes](#) for more information.

To modify an attribute

1. In the Models list, select the model that you want to edit and then click **Edit model** button.



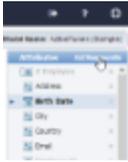
2. In the model editor that appears, in the **Entities** list on the left, select the entity whose attribute you want to modify. The properties appear in the workspace and the Attributes and Relations lists populate with any associated attributes and relations.
3. In the **Attributes** list on the right, select the attribute whose properties you want to modify. The properties appear in the workspace.
4. In the workspace, change properties as necessary. The table below details the properties that you can change.

Attribute properties

Property Name	Type	Description
(Id)	ID	A unique identifier for the attribute. Used internally by the system.
Name	String	The name for the attribute.
Binding	ID	The database object that the attribute represents.
Data Type	Enum	The data type for the attribute.
Discourage Grouping	Boolean	Indicates whether data is grouped by entity instead of by attribute.
Format	String	The default format for the attribute.
Hidden	Boolean	Indicates whether the attribute is hidden from end users.
Is Aggregate	Boolean	Indicates whether the attribute is an aggregate.
Nullable	Boolean	Indicates whether the attribute can have a null value and is used in filter and parameter editors to provide special values.

ValueSelection	Enum	<p>Determines what control is used to display attribute values in the filter and parameters editors.</p> <ul style="list-style-type: none"> ○ Dropdown shows lookup values in a dropdown control. ○ List shows more values at once than Dropdown. ○ None disables the entire lookup process. <p>By default, ActiveReports Server selects this value based on the UAVC (unique attribute values count):</p> <ul style="list-style-type: none"> ○ Less than 200 - Dropdown ○ Between 200 and 1,000 - List ○ Otherwise - None
Supports Null Values	Boolean	Indicates whether the attribute supports null values.
Supports Blank Values	Boolean	Indicates whether the attribute supports blank values.

5. If the attribute that you are modifying has a list of variations under it such as date parts (e.g. Expense Day, Expense Month) or aggregations (e.g. Total Amount, Avg Amount), that you have modified with format changes or deletions, you can click the **Regenerate** command at the top right of the Attributes list to generate all of the available variations. Note that the attribute for which you want to regenerate variations must have focus for the Regenerate command to appear.



Adding a New Logical Column (Attribute)

You can create and add a new logical column to an entity, or base a new attribute on an existing logical column from the list.

To base a new attribute on a related entity

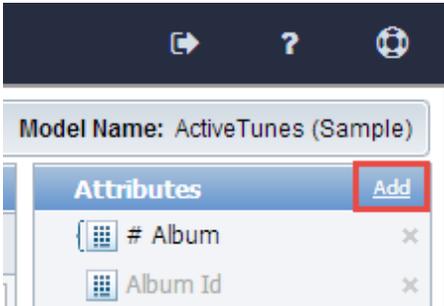
Follow these steps to select an existing attribute on a related entity.

Base a new attribute on an existing logical column

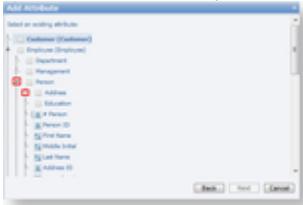
1. In the Models list, select the model that you want to edit and then click **Edit model** button.



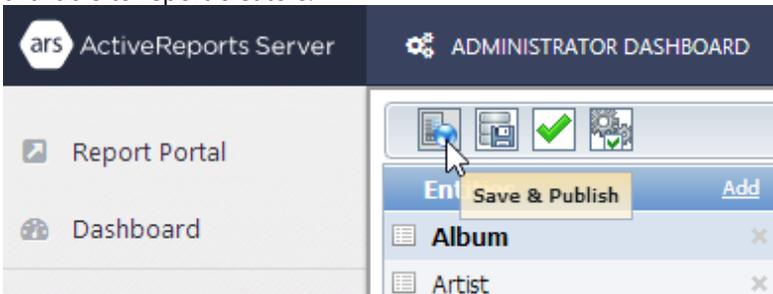
2. In the model editor that appears, in the **Entities** list on the left, select the entity to which you want to add an attribute.
3. In the **Attributes** list on the right, click **Add**. The Add Attribute wizard appears.



4. In the **Add Attribute** wizard, click the **Related Entity** selection.
5. In the list of existing attributes that appears, a white triangle indicates that you can expand the node to reveal related attributes. (A black triangle indicates that a node is expanded.)



6. Select the one that you want to use and click **Next**.
7. In the **Name** and **Description** boxes that appear, enter the name and description for the new attribute.
8. Click **Finish**. The new attribute appears in the Attributes list.
9. In the Model Editor toolbar, click the **Save & Publish** button to save the changes. The new logical column is available to report creators.

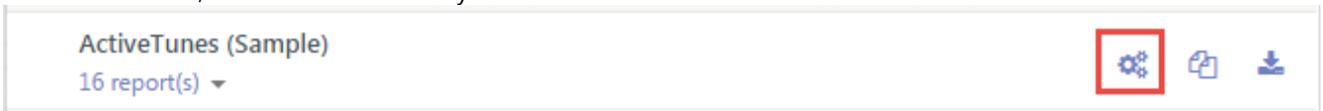


To base a new attribute on a database field

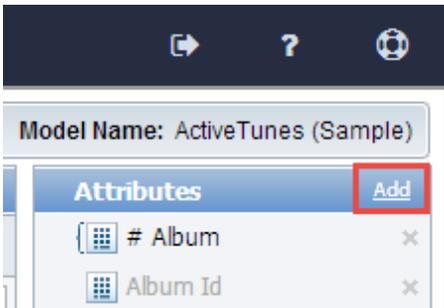
Follow these steps to select a database field to use as an attribute.

Base a new attribute on a database field

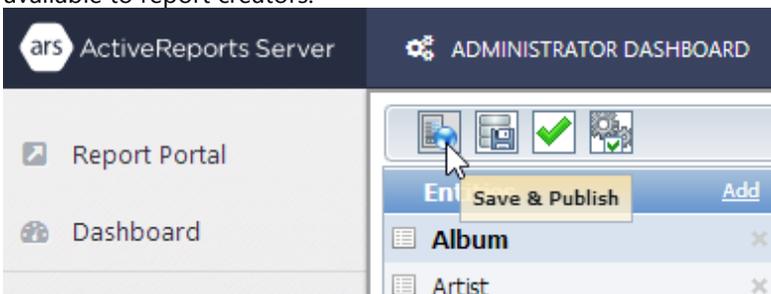
1. In the Models list, select the model that you want to edit and then click **Edit model** button.



2. In the model editor that appears, in the **Entities** list on the left, select the entity to which you want to add an attribute.
3. In the **Attributes** list on the right, click **Add**. The Add Attribute wizard appears.



4. In the **Add Attribute** wizard, click the **Database Field** selection.
5. In the list of existing columns that appears, select the one that you want to use and click **Next**.
6. In the **Name** and **Description** boxes that appear, enter the name and description for the new attribute.
7. Click **Finish**. The new attribute appears in the Attributes list.
8. In the Model Editor toolbar, click the **Save & Publish** button to save the changes. The new logical column is available to report creators.

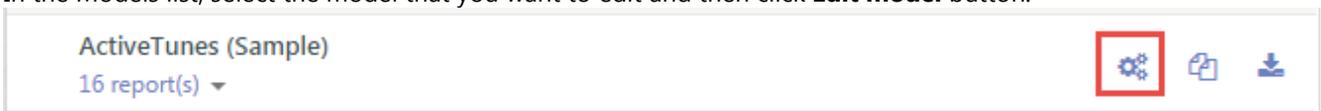


To create a new logical column (attribute)

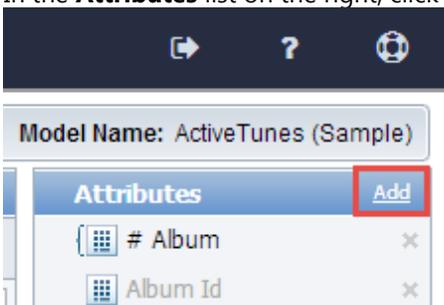
Follow these steps to create a new attribute using a SQL expression definition.

Creating a new attribute from an expression

1. In the Models list, select the model that you want to edit and then click **Edit model** button.



2. In the model editor that appears, in the **Entities** list on the left, select the entity to which you want to add an attribute.
3. In the **Attributes** list on the right, click **Add**. The Add Attribute wizard appears.



4. In the **Add Attribute** wizard, click the **SQL Expression** selection.
5. In the **Name** box that appears, enter the name for the new attribute. This value appears in the list of entities for the model.

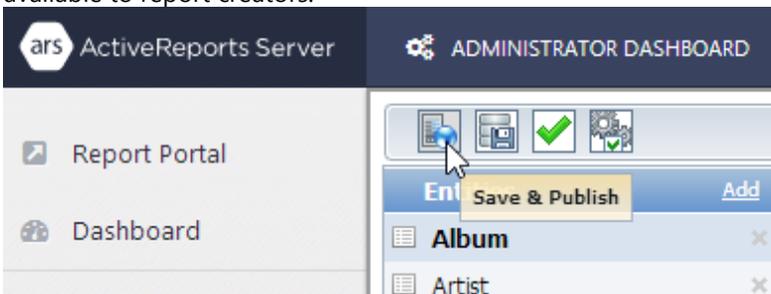
- In the **Description** box, enter a description that provides users with additional information about the attribute, such as when it is appropriate to use it.
- In the **Expression Definition** box, define the expression for the logical column with a SQL expression that pulls the data that you want.

 **Note:** The syntax to use for expressions is T-SQL for SQL data sources or PL-SQL for Oracle data sources.

- Check your query using the commands above the preview box.
 - Validate** verifies the expression and displays any errors it finds in red at the top of the dialog.
 - Preview Schema** populates a table with information pulled by the expression (column name, size, data type, and is nullable).
 - Preview Data** populates a table with a sampling of the data pulled by the expression.



- Click **Finish**. The new attribute appears in the Attributes list.
- In the Model Editor toolbar, click the **Save & Publish** button to save the changes. The new logical column is available to report creators.



Modifying a Relation

A relation item in a model describes the relationships between entities. You can modify the properties of an existing relation within a model.

 **Caution:** Modifying a model may break reports attached to it. See [Managing Model Breaking Changes](#) for more information.

To modify a relation

- In the Models list, select the model that you want to edit and then click **Edit model** button.



- In the model editor that appears, in the **Entities** list on the left, select the entity whose relation you want to modify. The properties appear in the workspace and the Attributes and Relations lists populate with any associated attributes and relations.

- In the **Relations** list on the lower right, select the relation whose properties you want to modify. The properties appear in the workspace.
- In the workspace, change properties as necessary. The table below gives details about the properties.

Relation properties

Property Name	Type	Description
(Id)	ID	A unique identifier for the relation. Used internally by the system.
Name	String	The name for the relation.
Binding	ID	The database object that the relation represents.
Cardinality	Enum	Defines the rules and restrictions for the relation's behavior in the entity tree and in semantic query building. Possible values are One, Many, OptionalOne, or OptionalMany. This property determines whether the Recursive property has an effect on the relation.
Description	String	A description of the relation that appears as tooltip text in the Report Portal when a user hovers the pointer over the relation.
Hidden	Boolean	Indicates whether the entity reached by the relation is hidden from end users.
Recursive	Boolean	Indicates whether the relation can be added more than once to the same path. This applies only to relations with a Cardinality of One or OptionalOne. For relations with a Cardinality of Many or OptionalMany, this property is ignored.
Include self	Boolean	Indicates whether to allow the relation to be accessible to itself in the same recurring path. This applies only in the second level of an entity.
HiddenFields	Object	Defines the set of entity fields that is hidden from end users when they reach the entity through the relation.
RelatedRelation	Object	Indicates the backward relation (the relation for the related entity) of the relation. You cannot edit this value, but you can use the navigate link to go to the related relation.
RelatedEntity	Object	The entity to which the relation is bound. You cannot edit this value, but you can use the navigate link to go to the related entity.

Adding a New Logical Relation

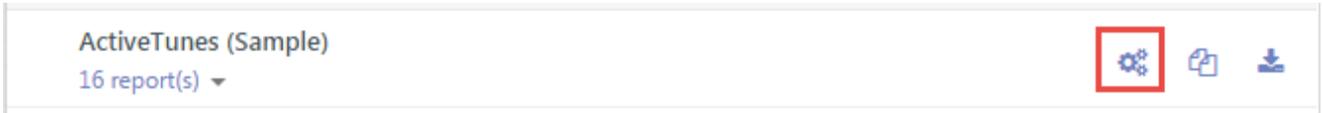
You can create and add a new logical relation to an entity, or base a new relation on an existing logical relation from the list.

To create a new relation

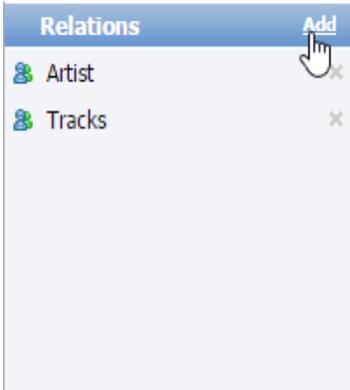
Follow these steps to create a new logical relation by specifying a target entity, and source and target attributes.

Creating a new logical relation

- In the Models list, select the model that you want to edit and then click **Edit model** button.



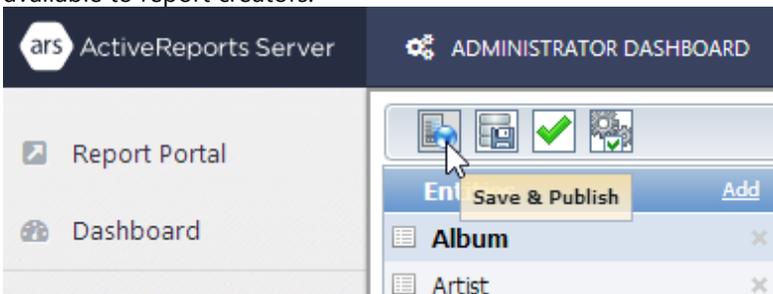
- In the model editor that appears, in the **Entities** list on the left, select the entity to which you want to add a relation.
- In the **Relations** list on the lower right, click **Add**. The New Relation dialog appears.



- In the **New Relation** dialog, in the **Name** box, enter the name for the new relation. This value appears in the list of relations for the model.



- In the **Description** box, enter a description that provides users with additional information about the attribute, such as when it is appropriate to use it.
- In the **Relation** section, the **Source Entity** is already set (based on the entity you selected to which to add a relation). Drop down the **Target Entity** list and select a target for the relation. This enables the Target Columns drop-down list below.
- Drop down the **Source Columns** list and select a source attribute for the relation. This adds a new pair of drop-down lists for additional sources and targets below.
- Drop down the **Target Columns** list and select a target attribute for the relation.
- Click **OK**. The new relation appears in the Relations list.
- In the Model Editor toolbar, click the **Save & Publish** button to save the changes. The new logical relation is available to report creators.

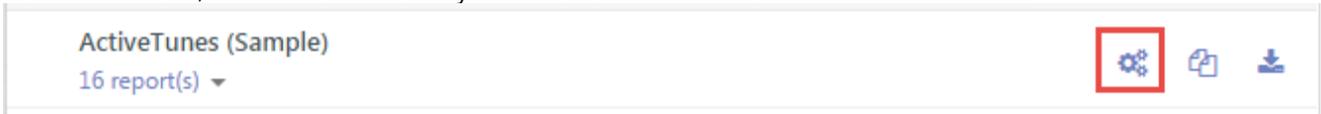


To base a new logical relation on an existing relation

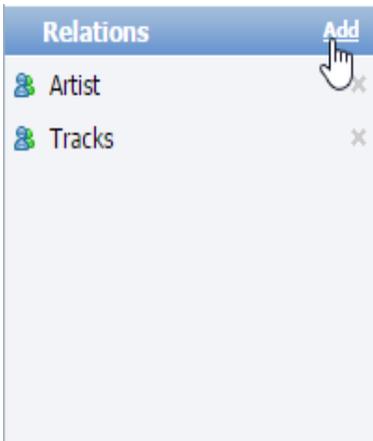
Follow these steps to select a relation to use as a new logical relation.

Base a new attribute on an existing logical column

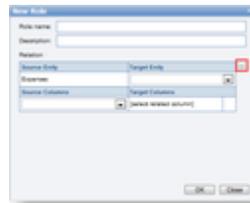
1. In the Models list, select the model that you want to edit and then click **Edit model** button.



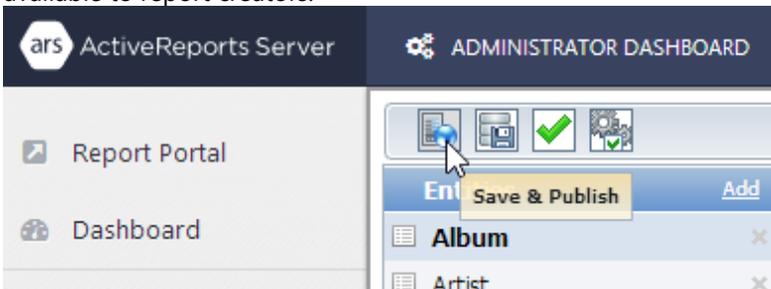
2. In the model editor that appears, in the **Entities** list on the left, select the entity to which you want to add a relation.
3. In the **Relations** list on the lower right, click **Add**. The New Relation dialog appears.



4. In the **New Relation** dialog, in the **Relation name** box, enter the name for the new relation. This value appears in the list of relations for the model.
5. In the **Description** box, enter a description that provides users with additional information about the attribute, such as when it is appropriate to use it.



6. Next to the Relation section, click the ellipsis button.
7. In the Select an Existing Relation dialog that appears, select the one that you want to use and click **OK**.
8. In the New Relation dialog, click **OK**. The new relation appears in the Relations list.
9. In the Model Editor toolbar, click the **Save & Publish** button to save the changes. The new logical relation is available to report creators.



Deleting an Item

You can delete any model item, whether entity, attribute or relation, by clicking the X button to the right each item in the Model Editor.

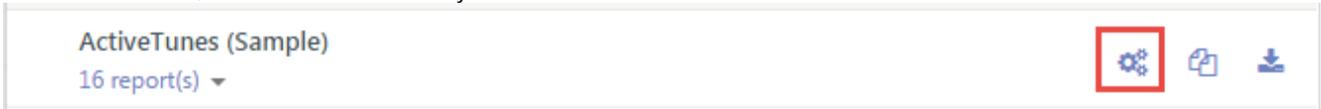
Caution: Modifying a model may break reports attached to it. See [Managing Model Breaking Changes](#) for more information.

To delete an entity

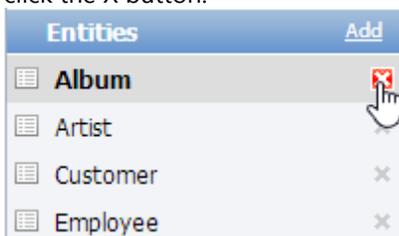
Follow these steps to delete an entity from a model.

Delete an entity

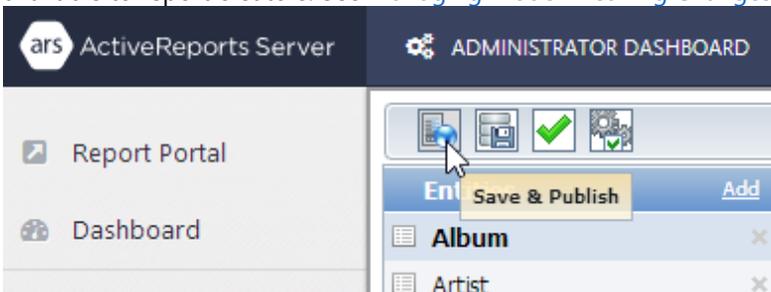
1. In the Models list, select the model that you want to edit and then click **Edit model** button.



2. In the model editor that appears, in the **Entities** list on the left, to the right of the entity that you want to delete, click the X button.



3. In the Model Editor toolbar, click the **Save & Publish** button to save the changes. The deleted entity is no longer available to report creators. See [Managing Model Breaking Changes](#) for more information.



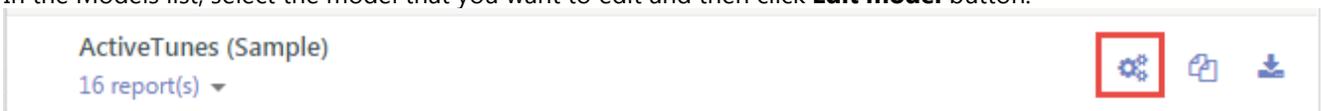
Note: It is recommended that you hide an entity or an attribute of the model instead of deleting it. This way, the entity or attribute is not available for use in new reports, but existing reports are not broken.

To delete an attribute or relation

Follow these steps to delete an attribute or relation from an entity.

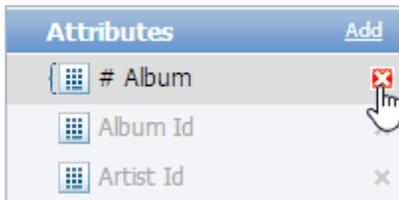
Delete an attribute or relation

1. In the Models list, select the model that you want to edit and then click **Edit model** button.

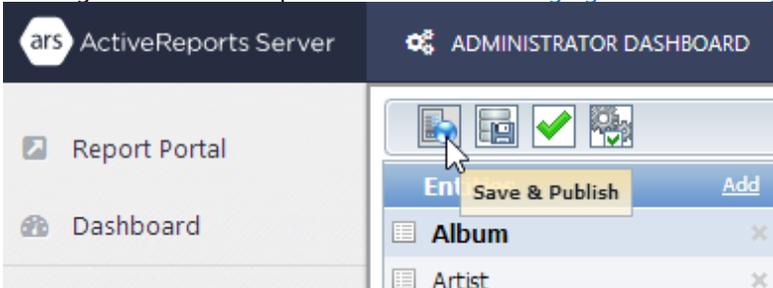


2. In the model editor that appears, in the **Entities** list on the left, select the entity that contains the attribute or relation that you want to delete. The Attributes and Relations lists populate with any associated attributes and relations.

3. In the **Attributes** list on the right, or the **Relations** list on the lower right, to the right of the attribute or relation that you want to delete, click the X button.



4. In the Model Editor toolbar, click the **Save & Publish** button to save the changes. The deleted attribute or relation is no longer available to report creators. See [Managing Model Breaking Changes](#) for more information.



Saving a Modified Model

When you modify a model in the Model Editor, you can save the modifications and make them available to users right away, or if you have many changes to make, or a specific roll-out date, you can save a draft until you are ready to make your changes public.

Caution: Modifying a model may break reports attached to it. See [Managing Model Breaking Changes](#) for more information.

To save changes and make them public

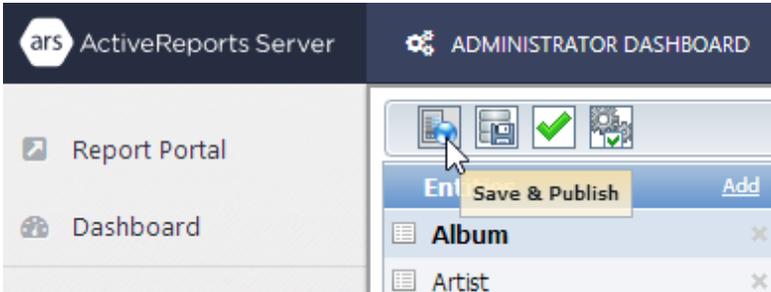
Follow these steps to publish your changes so that report creators can use the updated model.

Publishing changes

1. In the Models list, select the model that you want to edit and then click **Edit model** button.



2. Modify, add, or delete any entities, attributes, or relations that you need to modify. (See [Model Editor Overview](#) for topics relating to these actions.)
3. In the Model Editor toolbar, click the **Save & Publish** button to save the changes. This creates a new version of the model. The old version, as well as all other previous model versions, is kept in the **History** section of the model. (See [Working with Model Versions](#) for more information.)



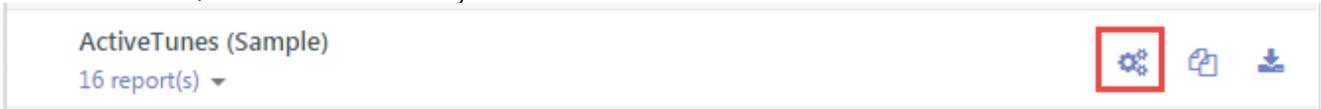
4. All reports associated with the model automatically bind to the latest model version. Model changes, especially deletions, may break some reports, so compatibility is checked automatically. (See [Managing Model Breaking Changes](#) for more information.)

To save a draft of your changes

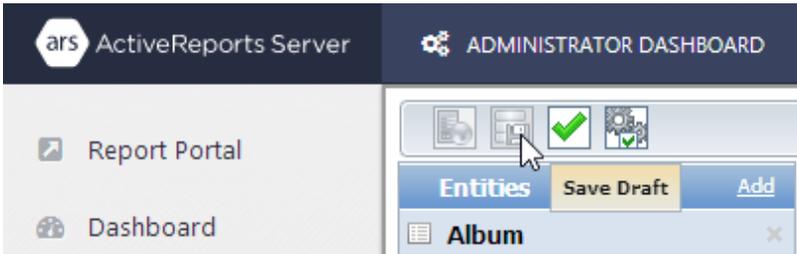
Follow these steps to save a working draft that you can return to later, without releasing the changes to report creators. ActiveReports Server automatically saves a draft while you are working, but you can save the draft any time.

Saving a working draft

1. In the Models list, select the model that you want to edit and then click **Edit model** button.



2. Modify, add, or delete any entities, attributes, or relations that you need to modify. (See [Model Editor Overview](#) for topics relating to these actions.)
3. In the Model Editor toolbar, click the **Save Draft** button to save a draft copy of the model with the changes you have made. This does not create a new version of the model. The old version is still what report creators use.



4. The draft copy is available only to the user who made the modifications, and is marked in the Models list with (Draft Saved).

To discard a draft

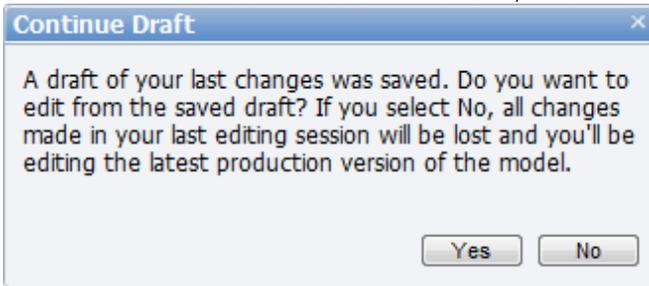
ActiveReports 12 Server automatically saves a draft while you are working, and you can save it as you make changes, but if you do not want to keep the changes, you can discard them.

Discarding a draft

1. In the Model list, select the model for which you have saved the draft and then click **Edit model** button.



2. Before the model loads into the model editor, the Continue Draft message box appears.



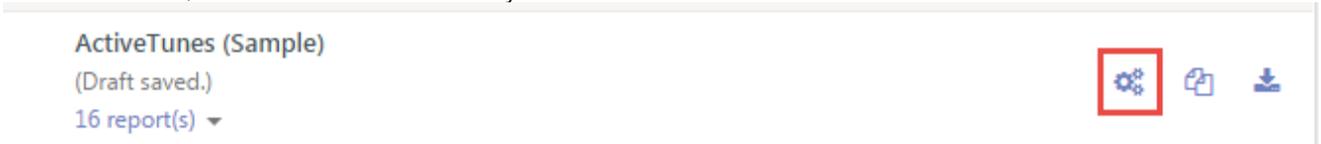
3. Click **No**. The draft changes are discarded and the unchanged version of the model loads into the model editor.

To apply the modifications of the draft copy to the model

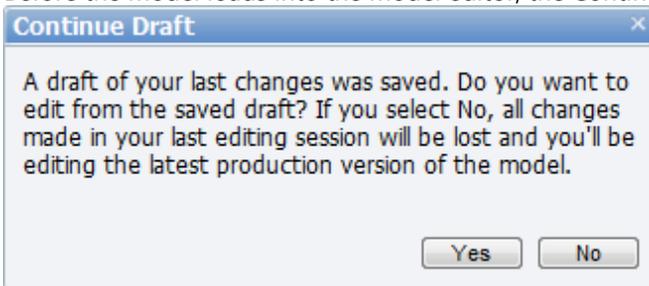
Follow these steps to keep changes saved to a working draft, and publish the changes for report creators.

Publishing a draft

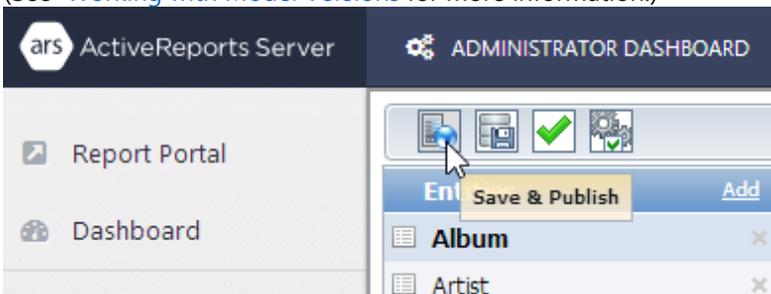
1. In the Model list, select the model for which you have saved the draft and then click **Edit model** button.



2. Before the model loads into the model editor, the Continue Draft message box appears.



3. Click **Yes**. The changed draft version of the model loads into the model editor.
4. In the Model Editor toolbar, click the **Save & Publish** button to save the changes. This creates a new version of the model. The old version, as well as all other previous model versions, is kept in the **History** section of the model. (See [Working with Model Versions](#) for more information.)



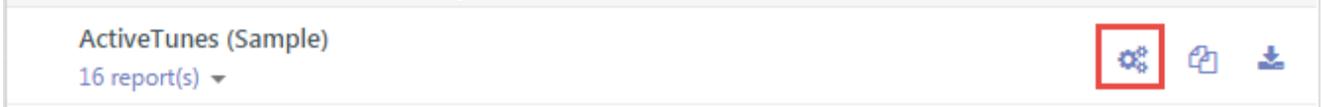
5. All reports associated with the model automatically bind to the latest model version. Model changes, especially deletions, may break some reports, so compatibility is checked automatically. (See [Managing Model Breaking Changes](#) for more information.)

Entering Modification Comments

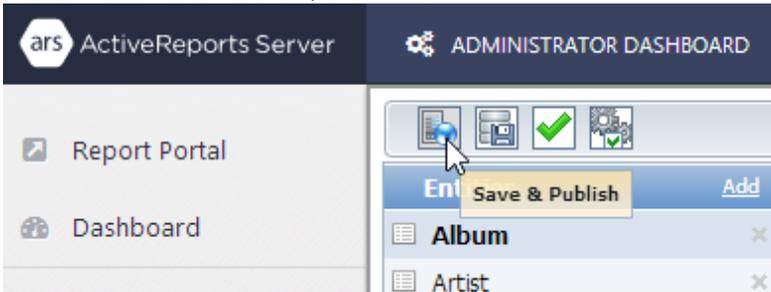
ActiveReports Server automatically adds a comment with the name of the administrator who published a change, or you can enter your own comments after you modify and save a model. These comments appear in the history of model versions so that you can easily find the version you want. See [Working with Model Versions](#) for more information.

To enter modification comments

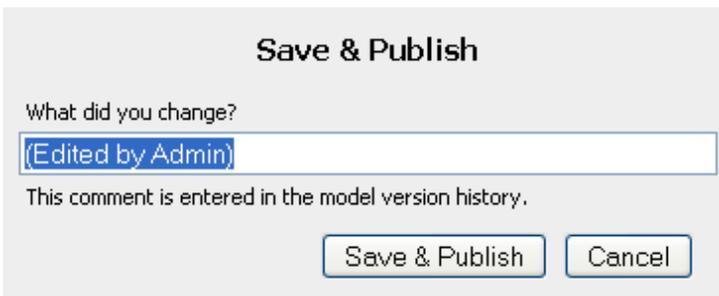
1. In the Models list, select the model that you want to edit and then click **Edit model** button.



2. Modify, add, or delete any entities, attributes, or relations that you need to modify. (See [Model Editor Overview](#) for topics relating to these actions.)
3. In the Model Editor toolbar, click the **Save & Publish** button to save the changes.



4. In the **Save & Publish** dialog that appears, the automatically generated comments are highlighted.



5. Enter your comments and click **Save & Publish**. This creates a new version of the model. The old version, as well as all other previous model versions, is kept in the **History** section of the model.

 **Note:** If you do not wish to enter your own comments, click **Save & Publish** anyway to save the automatically generated comments.

6. The comments are displayed in the model history. (See [Working with Model Versions](#) for more information.)

Managing Model Breaking Changes

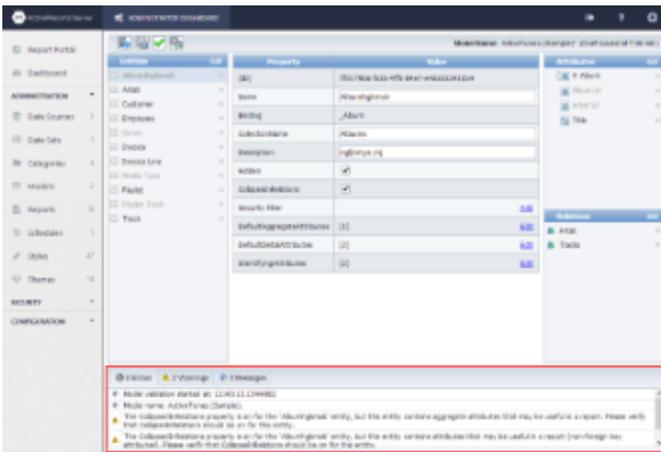
When you modify a model, certain changes may break reports that are associated with the model. Such model changes are:

1. [Deleting](#) an entity, attribute or relation.
2. Modifying the [Cardinality](#) property of a model's relation.

 **Note:** It is recommended that you hide an entity or an attribute of the model instead of deleting it. This way, the entity or attribute is not available for use in new reports, but existing reports are not broken.

When you save a change that breaks a report, a warning appears below the work area for each broken report.

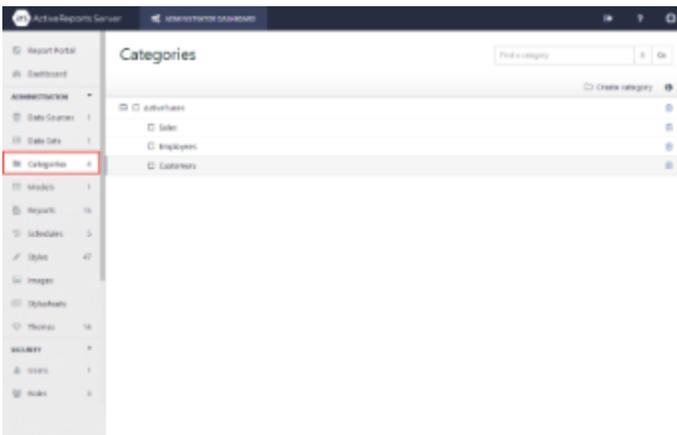
The "ReportName" report was broken by your changes, therefore it is still bound to the old version of this model so that users can view this report without errors. For more information about this warning, see the "Model Breaking Changes" topic in the help.



Report Categories

ActiveReports Server provides the ability to create categories and sub-categories to help manage your reports better. The purpose of this feature is to allow users to organize their reports into categories to make report navigation easier.

You can create, edit, rename, move or delete a category or create sub-categories within your category.



There are two types of categories available in ActiveReports Server.

System Categories

The **Administrator** creates and manages **System Categories** from the Administrator Dashboard. Both the Administrator and end users can view these categories but only the administrator can create, rename, edit, move or delete a system category.

The **System Categories** are visible to the End Users in the **Categories** tab of the **Report Portal** but the end users can only assign these System Categories if the Administrator gives them permission to do so. The System category names are highlighted in bold in the **Categories** panel of the Report Portal. See [Managing Reports](#), for further information. The Administrator can assign multiple System Categories to a report, and can also move multiple reports to a single category at the same time.

Role Root Category

Role Root Category is a system category that is set as the top level category for each user role. All the sub-categories under this level are available to the users in that particular user role. If more than one role is assigned to any user, then the user can view the category hierarchy for both the roles on the Report Portal. The Administrator can set a role root category for each role using the Role Properties option. Each user is assigned a root category based on their role.

For example, an administrator wants to create two system categories, namely Sales and Marketing, that are only visible to the users in their respective roles. To do this, set the Sales system category as the role root category for the Sales role, and the Marketing system category as the role root category for the Marketing role. For further details, see [Managing System Categories](#).

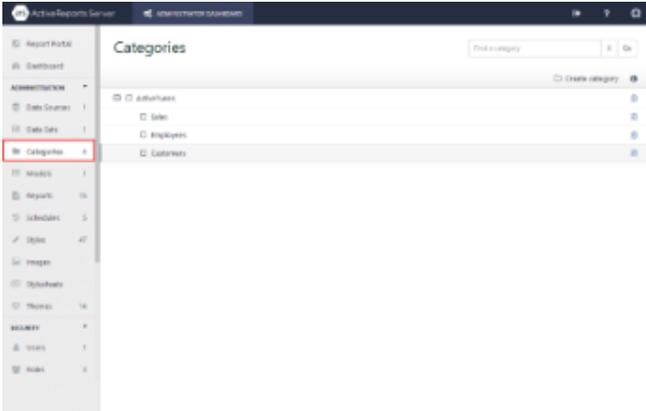
 **Note:** By default, the **Root** category is assigned for a role if no role root category specified. This allows the role to access all categories.

Personal Categories

End users create and manage **Personal Categories** from the **Report Portal**. These categories are unique to each end user and are not visible on the Administrator Dashboard. End users can create, rename, edit, move or delete these **Personal Categories** and can assign one or multiple **Personal Categories** to a report. or even move multiple reports to a single category at the same time. See [Personal Categories](#) for further information.

Managing System Categories

The Administrator can add, delete, edit, move and modify existing System Categories from the Administrator Dashboard. These System Categories are available to the Administrator and End Users. See [Report Categories](#) for further details on System Categories.



- **Add a New System Category**
- **Edit an Existing System Category**
- **Delete a System Category**
- **Assign Multiple System Categories to a Report**
- **Assign a Single System Category to Multiple Reports**
- **Change the System Category of a Report**
- **Set a Role Root Category**
- **Hide Empty System Categories**

Add a New System Category

1. In the Administration section of the Administrator Dashboard, click **Categories**.
2. In the list of categories that appear, click the **Add Category** button to open the **Add category** dialog.

Add category

Name:

ActiveReports

Select location:

- Root
- ActiveTunes
 - Customers
 - Employees
 - Sales
 - Sample

Cancel Create

3. In the **Add category** dialog, enter the Category **Name** and select a **Location** where you want to create a System category.

 **Note:** System category location can either be root (Parent node) or you can create a sub-category under any existing category.

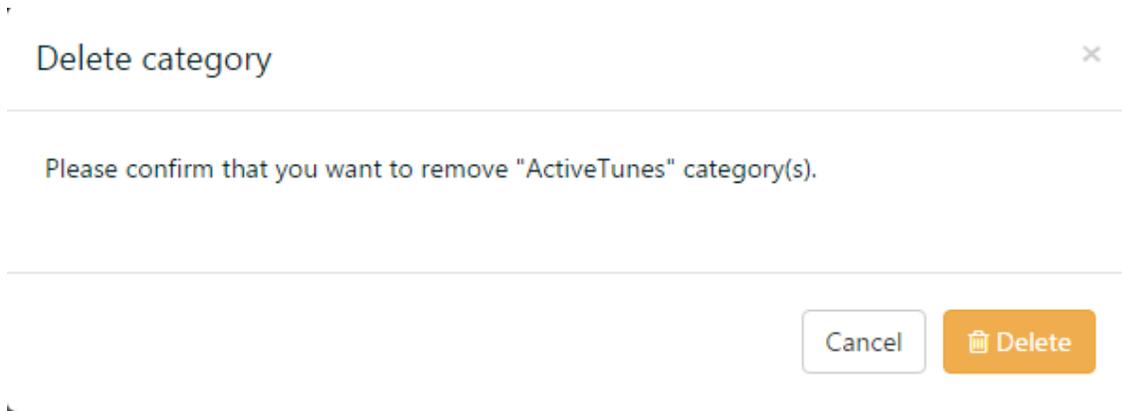
4. Click **Create** to add the new System category to the list of categories.

Edit an Existing System Category

1. In the Administration section of the Administrator Dashboard, click **Categories**.
2. On the **Categories** page, select a category from the list, and then click the **category properties** button to display the category properties.
3. From the **Category properties** pane, modify the Category **Name** or **Location** of the System category.

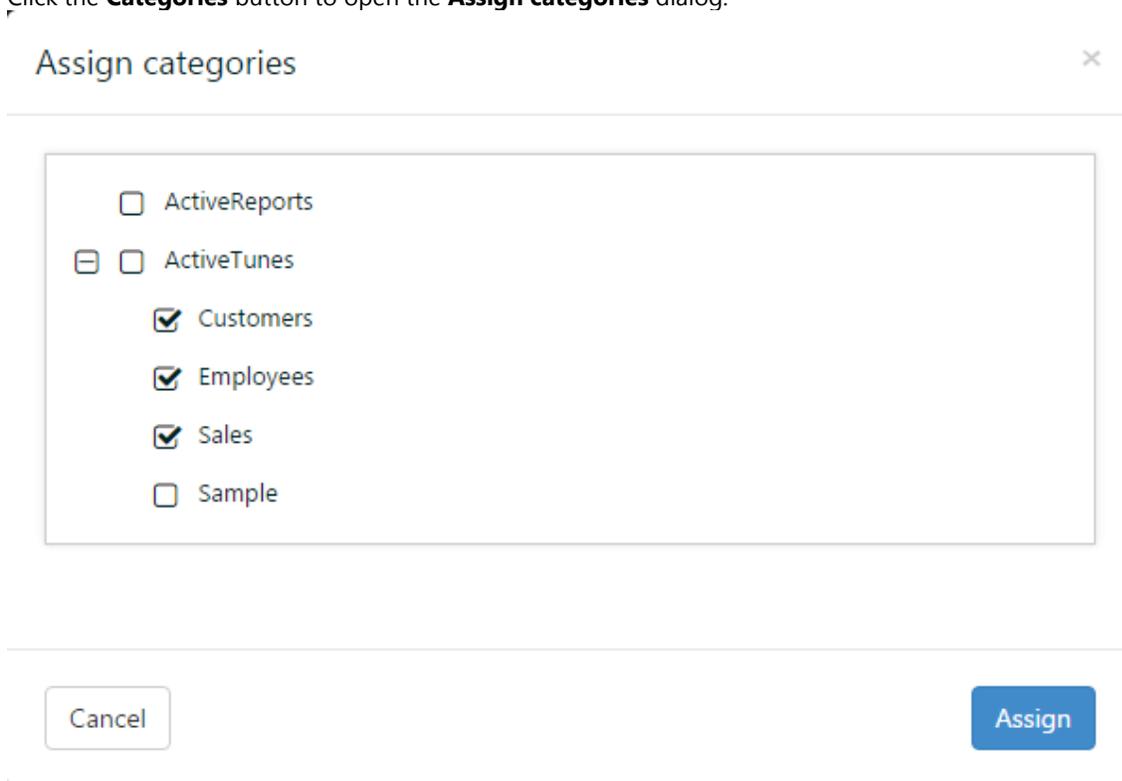
Delete a System Category

1. In the Administration section of the Administrator Dashboard, click **Categories**.
2. On the **Categories** page, click the **Delete tag** button next to the category.
3. In the **Delete** dialog, click **OK** to delete the System category from the list of categories.



Assign Multiple System Categories to a Report

1. In the Administration section of the Administrator Dashboard, click **Reports**.
2. In the report list that appears, select the check-box to the left of the report.
3. Click the **Categories** button to open the **Assign categories** dialog.



4. In the **Assign categories** dialog, select check boxes to assign your report to multiple System Categories.
5. Click **Assign** to assign multiple System Categories to your report.

Assign a Single System Category to Multiple Reports

1. In the Administration section of the Administrator Dashboard, click **Reports**.
2. In the report list that appears, select the check-boxes to the left of the reports that you want to select.

<input checked="" type="checkbox"/>	Sales by Salesperson ActiveTunes (Sample)	8/26/2015 5:30:00 AM	GrapeCity Inc.	8/26/2015 5:30:00 AM	GrapeCity Inc.				
<input checked="" type="checkbox"/>	Sales Overview ActiveTunes (Sample)	8/26/2015 5:30:00 AM	GrapeCity Inc.	8/26/2015 5:30:00 AM	GrapeCity Inc.				
<input checked="" type="checkbox"/>	Sales Person Performance Report ActiveTunes (Sample)	8/26/2015 5:30:00 AM	GrapeCity Inc.	8/26/2015 5:30:00 AM	GrapeCity Inc.				
<input checked="" type="checkbox"/>	Track Sales by Genre and Month ActiveTunes (Sample)	8/26/2015 5:30:00 AM	GrapeCity Inc.	8/26/2015 5:30:00 AM	GrapeCity Inc.				

Reports: [select all or unselect all](#) Selected reports: 6 items [Delete](#) [Permissions](#) [Categories](#)

3. Click the **Categories** button to open the **Assign categories** dialog.
4. In the **Assign categories** dialog, check any check-box to select the System category to which you want to add all the selected reports.

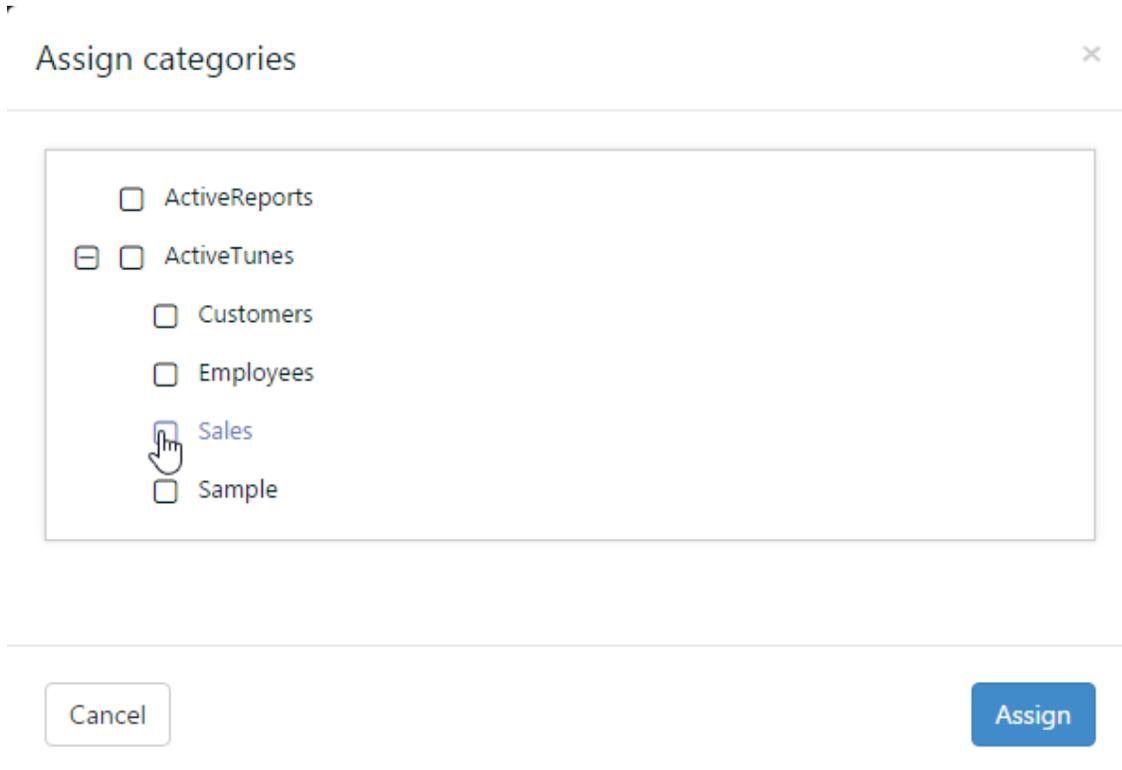
Assign categories ×

ActiveReports
 ActiveTunes
 Customers
 Employees
 Sales
 Sample

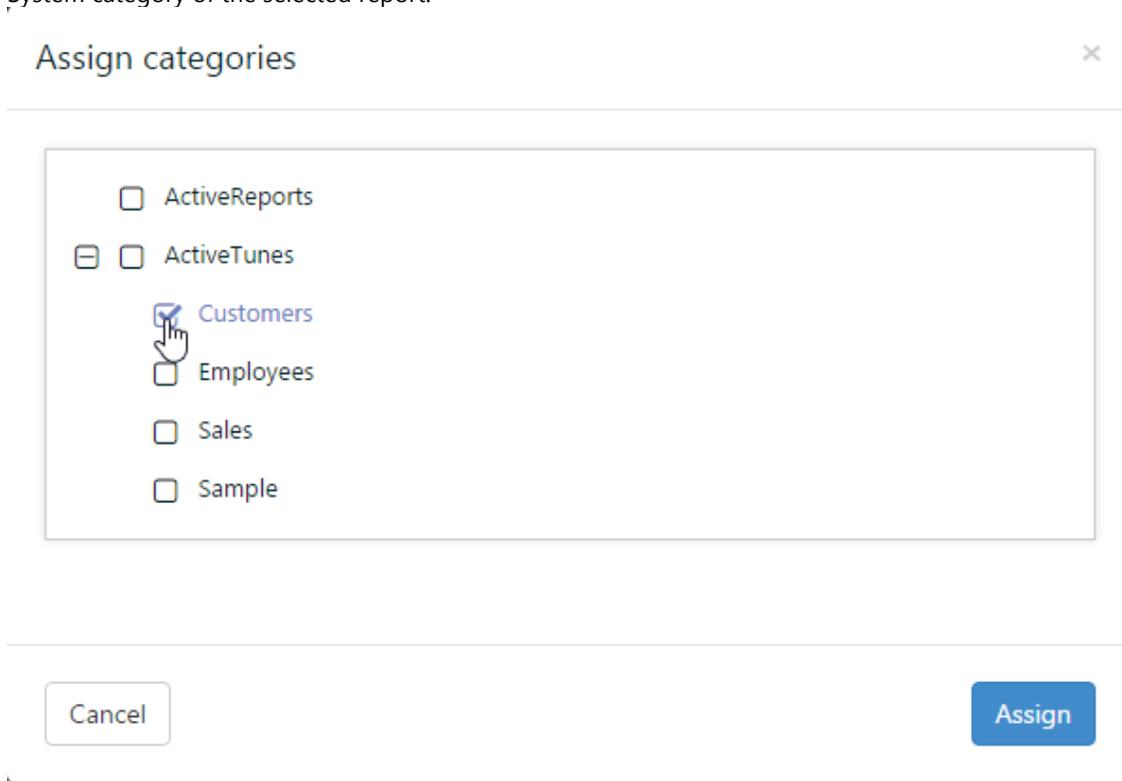
5. Click **Assign** to assign a System category to multiple reports.

Change the System Category of a Report

1. In the Administration section of the Administrator Dashboard, click **Reports**.
2. In the report list that appears, select the check-box to the left of the report to select the report.
3. Click **Categories** button to open the **Assign categories** dialog.
4. In the **Assign categories** dialog, clear the check box for the assigned System category.

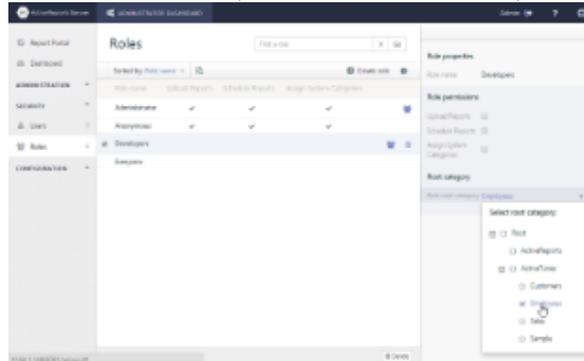


5. Select the check box for the new System category that you want to assign to your report. Click **Assign** to change the System category of the selected report.



Set a Role Root Category

1. In the Security section of the Administrator Dashboard, click **Roles**.
2. On the **Roles** page of the Administrator Dashboard, select a role from the list, and then click the **role properties** button



- to display the role properties.
3. In the **Root category** section, select any role root category from the drop-down list box. The role root category is set for the selected role.

Note: Setting up a root category does not impact the report permissions. Reports that are not visible under the System Category hierarchy for the role, but for which the role has the required permissions, appear under the **No category** section of the report Portal.

Hide Empty System Categories

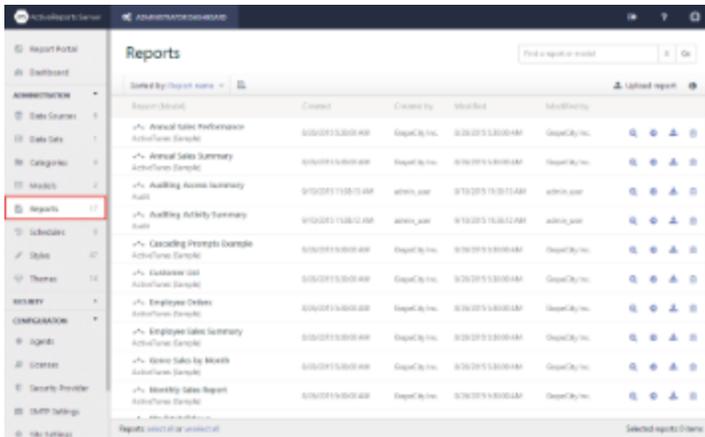
1. In the Configuration section of the Administrator Dashboard, click **Site Settings**.
2. On the **Site Settings** page of the Administrator Dashboard, check the **Hide Empty Categories in Report Portal** option. This will hide the empty system categories from the Report Portal.

Managing Reports

Reports saved in the Report Portal are displayed on the Administrator Dashboard in the **Reports** list. Administrators can convert a report into a template, assign categories, rename, set permissions, download, preview, delete, or upload them. Reports can also be opened and saved directly from ActiveReports Designer or Visual Studio Designer to ActiveReports Server. For further information, see [Server Reports](#).

Note:

- Reports created by different users can have same names, but the reports created by the same user should have unique names.
- A report name can not be same as an existing template name.



Report Commands

You can perform actions on reports using the commands to the right of each report in the list.

Report Name	Created	Created by	Modified	Modified by	
Annual Sales Performance <small>ActiveReport Example</small>	1/20/2015 1:00:00 AM	ReportCity, Inc.	1/20/2015 1:00:00 AM	ReportCity, Inc.	  
Annual Sales Summary <small>ActiveReport Example</small>	1/20/2015 1:00:00 AM	ReportCity, Inc.	1/20/2015 1:00:00 AM	ReportCity, Inc.	  
Cascading Prompts Example <small>ActiveReport Example</small>	1/20/2015 1:00:00 AM	ReportCity, Inc.	1/20/2015 1:00:00 AM	ReportCity, Inc.	  
Customer List <small>ActiveReport Example</small>	1/20/2015 1:00:00 AM	ReportCity, Inc.	1/20/2015 1:00:00 AM	ReportCity, Inc.	  
Employee Orders <small>ActiveReport Example</small>	1/20/2015 1:00:00 AM	ReportCity, Inc.	1/20/2015 1:00:00 AM	ReportCity, Inc.	  
Employee Sales Summary <small>ActiveReport Example</small>	1/20/2015 1:00:00 AM	ReportCity, Inc.	1/20/2015 1:00:00 AM	ReportCity, Inc.	  
Sales Sales by Month <small>ActiveReport Example</small>	1/20/2015 1:00:00 AM	ReportCity, Inc.	1/20/2015 1:00:00 AM	ReportCity, Inc.	  
Monthly Sales Report <small>ActiveReport Example</small>	1/20/2015 1:00:00 AM	ReportCity, Inc.	1/20/2015 1:00:00 AM	ReportCity, Inc.	  

Command Descriptions

Command	Description
Upload	<p>Uploads a report from your local files. First, drop a file or click the special area to locate a valid report file in one of the supported formats: .rdl, .rdlx, .rpx, .dll or .exe. (Reports in other formats are not uploaded.) Select a report, click Open, and then click the Upload command. The report is added to the Reports list.</p> <p> Notes: An uploaded report is automatically bound to a compatible model. If there is no compatible version of the model that the report is bound to on the server, the report is not uploaded.</p> <p>The user who uploads the report is the Owner of the report, with full, irrevocable permission.</p>
Click to show report properties	<p>Allows you to show the report properties in the pane that opens to the right of the Reports list. In the Report properties pane, you can edit the report's name and description in the corresponding fields, and modify the report's permissions. Under the Categories tab, you can assign categories to the selected report.</p>
Convert a report into a template	<p>A user can convert a report into a template using the Set as Template button that is available on the information panel for a selected report on the Reports page.</p> <p> Note: The Set as Template button is not available for code-based and section reports. Once a report is set as a template by clicking this button, it is no longer available in the Reports list and can only be viewed in the templates list that appears on the Templates page in the admin portal.</p> <p>Also, only two permissions are available for templates - None and Read. If a report with permissions</p>

	Read/Read&Modify/full is converted into a template, then these permissions are changed to Read .
Preview report	Runs the report and displays it in the Designer Preview window.
Design report	Displays the selected report in the Designer - ActiveReports Server Designer for Semantic reports and ClickOnce End User Designer for ActiveReports Developer reports. <div style="border: 1px solid #ccc; padding: 5px;"> <p> Note:</p> <ul style="list-style-type: none"> • ActiveReports Server Designer Add-On license is required to design a report. • The ClickOnce End User Designer works only in Internet Explorer and Microsoft Edge browsers as both are based on the ClickOnce technology. </div>
Download report	Downloads and saves the report to the local file system in .rdlx format.
Delete report	Deletes the report and removes it from the report list.
Permissions	Opens the Change Permissions dialog where you can select which roles have access to the model. See Managing Permissions to Reports and Models for more information.
Categories	Allows you to assign categories to the existing reports. Click the Categories button to open the Assign categories dialog. See Managing System Categories for more information.

Special Reports

Some types of reports require special consideration. These include drill-through reports, and reports created with the developer version of ActiveReports or Data Dynamics Reports. Find out how to handle these reports in the following topics.

- [Using Code Based Section Reports from ActiveReports Developer](#)
- [Using RPX Reports from ActiveReports Developer](#)
- [Using Data Dynamics Reports](#)
- [Uploading Drill-Through Reports](#)

Using Code Based Section Reports

If your developers use ActiveReports, you can upload your existing ActiveReports code-based files that are compiled into a .NET assembly to take advantage of the ActiveReports Server scheduling, security, and scalability features. Note that if you also use the Designer Add-On, these developer reports cannot be edited by end users.

.NET Assembly Requirements

In order to upload your code-based section reports to ActiveReports Server, first compile them into a .NET assembly. Your compiled report assembly must meet all of the following requirements in order to avoid errors.

- It must be a valid .NET assembly with a strong name signature.
- It must have the target platform set to **Any CPU**.
- It must be compiled for .NET Framework 3.5.

- All its dependencies must be resolvable on the Server side.
- The version of ActiveReports 12 assemblies that you reference in the compiled report assembly cannot be newer than the version of ActiveReports 12 assemblies installed on the Server.
- It must contain at least one code-based section report.
- All its reports must have a parameter-less constructor.

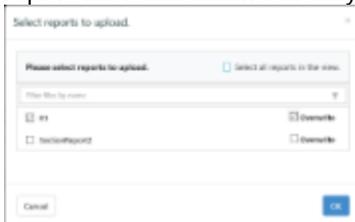
To upload developer ActiveReports code-based files

Developer ActiveReports appear in the list of available reports in the Report Portal as well as in the Reports list in the Administrator Dashboard. In the Report Portal, they have only Preview and Delete buttons, with the Design button omitted.

1. In the Administration section of the Administrator dashboard, click **Reports**.
2. On the **Reports** page, click the **Upload report** button.
3. In the **Upload an existing report** dialog that appears, click the special area to navigate to the .NET assembly file (dll or exe) with the code-based section report that you want to distribute via ActiveReports Server, select it and click **Upload**.



4. Select reports in the list by selecting the corresponding check boxes.
5. Click **OK** to add the report to the Reports list in both the Administrator Dashboard and the Report Portal. If a report with same name already exists, you can select the **Overwrite** checkbox to replace the report.



Note:

- The code-based ActiveReports Developer reports cannot be created in ActiveReports Server. To create or modify such reports, please use ActiveReports in Visual Studio IDE.
- The code-based reports built with an older version of ActiveReports cannot be previewed in ActiveReports 12 Server. Users should always rebuild all code-based reports using ActiveReports 12 and republish them on the server.

To schedule developer ActiveReports

As with any report, you can schedule code-based section reports to run at certain times, and have them automatically sent to stakeholders.

Using RPX Reports from ActiveReports

You can upload your existing ActiveReports RPX files to take advantage of the ActiveReports Server scheduling, security, and scalability features. Of necessity, there are some limits to what is supported. Here are some tips to make your RPX files compliant with ActiveReports Server.

Only self-contained RPX files are supported

- Convert any Visual Basic or C# code used in the original ActiveReport into script in the RPX file.
- Convert any references to external classes, Web services, or application code to a self-contained script inside the RPX file.
- Remove any function that requires access to the local file system, or the .NET security policies used to ensure server stability will cause errors.
- Connect reports to databases such as SQL Server or Oracle normally, using only a connection string.
- Connect to XML data sources on a remote host using the FileURL property to enable unbound data source scenarios.

To upload developer ActiveReports RPX files

Developer ActiveReports appear in the list of available reports in the Report Portal as well as in the Reports list in the Administrator Dashboard. In the Report Portal, they have only Preview and Delete buttons, with the Design button omitted.

1. In the Administration section of the Administrator dashboard, click **Reports**.
2. On the **Reports** page, click the **Upload report** button.
3. In the **Upload an existing report** dialog, you can either drop a RPX file or click inside the dotted box to browse a RPX file.
4. In the **Open** dialog that appears, navigate to the RPX file that you want to upload and click Open. The dialog closes and the file name appears in the dotted box.
5. Click **Upload** to add the report to the Reports list.

 **Note:** Developer ActiveReports cannot be edited in the ActiveReports Server designer. To edit such reports, please use **ActiveReports** in Visual Studio or in an End User Designer application created with the Pro Edition of ActiveReports.

To schedule developer ActiveReports

As with any report, you can schedule RPX reports to run at certain times, and have them automatically sent to stakeholders.

Using Data Dynamics Reports

You can upload your existing Data Dynamics Reports RDLX files to take advantage of the ActiveReports Server scheduling, security, and scalability features.

 **Caution:** In order to run RDLX reports in ActiveReports Server, the server must have access to the data source. Shared data sources are not supported for Data Dynamics Reports in ActiveReports Server.

To upload Data Dynamics Reports RDLX files

Data Dynamics Reports appear in the list of available reports in the Report Portal as well as in the Reports list in the Administrator Dashboard. In the Report Portal, they have only Preview and Delete buttons, with the Design button omitted.

1. From the Administrator Dashboard, select the **Reports** page.
2. Above the list of reports, click the **Upload report** button.
3. In the **Upload an existing report** dialog that appears, click the special area and navigate to the RDLX file that you want to distribute via ActiveReports Server, select it, and click **Open**.
4. In the **Upload an existing report** dialog, click **Upload** to add the report to the Reports list in both the Administrator Dashboard and the Report Portal.

 **Note:** Data Dynamics Reports cannot be edited in the ActiveReports Server designer. To edit such reports, please use **Data Dynamics Reports** in Visual Studio or in an End User Designer application created with Data Dynamics Reports.

To schedule Data Dynamics Reports

As with any report, you can schedule RDLX reports to run at certain times, and have them automatically sent to stakeholders.

Uploading Drill-Through Reports

You can download and upload drill-through reports like any other report created with ActiveReports Server, but to keep the drill-through functionality intact, you must keep two things in mind.

- The linked report must always be kept with the main report.
- If you change the linked report's name, you must also change it in the main report.

When you upload a report with drill-through links, if the linked reports do not exist on the server, an error message appears.

Managing Schedules

Shared schedules allow you to specify a recurring interval at which to run a report. Each schedule has a name, an optional description, and a list of roles that defines which users have permission to assign reports to it.

Once you add a shared schedule, all users in each role that is granted permission to the schedule can assign reports to run on it.

 **Note:** If the **Don't process empty reports setting** is selected on the [Site Settings](#) page under **Configuration**, the schedule task result will not be delivered.

Recurrence

You can set up recurrence options on shared schedules.

Recurrence options

Option	Description
Starting	Set the date and time for the task to start.

On	
Ending On	Set the date and time for the task to end. By default, this setting doesn't have an end date. To set it, you can select the ending date and time from the Calendar control.
Repeat Task Every	Enter a number and select Minutes, Hours, Days, Weeks, or Months to set the frequency of the report execution.
On days	Select check boxes to specify which day or days of the week the task runs.
On hours	Enter hours within a day separated by a comma to specify which hour or hours of the day the task runs. When left blank, then "All" hours in the day are used for processing the schedule.
On minutes	Enter minutes within an hour separated by a comma to specify which minute or minutes of the hour the task runs. When left blank, then "All" minutes in the hour are used for processing the schedule.
Result Expires After	Enter a number and select Minutes, Hours, or Days to specify how long to keep the report in the History . When the specified time period expires, you can no longer open the report from the History tab by clicking Open .

 **Note:** The **Repeat Task Every** and **On days** settings work in conjunction to define the dates for a scheduled task to run.

For example, if you set the **Repeat Task Every** setting to *2 Days* and the **On days** setting to *Fri*, the scheduled task runs every second day that falls on a Friday.

Another example: if you set the **Starting On** setting to *Thursday*, the **Repeat Task Every** setting to *2 Weeks*, and the **On days** setting to *Thu*, the scheduled task runs every second Thursday. However, if a day other than Thursday is selected in the **On days** setting, the scheduled task will NOT run, as the days for the schedule to run include the starting date.

 **Note:** If the **Repeat Task Every** is set to *1 minutes* and **On minutes** is set to *5,10,15*, then the task is executed on 5, 10, 15 minutes only.

Delivery

You can optionally set delivery options for your users, or you can leave them as set by default and allow the users to choose the settings.

Option	Description
Format	Select the format to which you want to deliver the report. Formats: Allow User to Choose, Excel file (xls), MHT document (archived Web page), Image file, PDF document, Word document, XML file (xml), or CSV file (csv).
Delivery Type	Select Allow User to Choose, Email, Windows File Share, or Print . Below are more options that appear with these delivery types.

 **Note:** The **Format** option is unavailable if the **Delivery Type** is set to 'Print'. Also note that you must have permissions to the specified printer.

Delivery Type options

Email Delivery Type Options

Option	Description
Email report to	Enter one or more e-mail addresses where the report is to be sent. Separate multiple e-mail addresses with commas.
Subject	Enter the text to use for the e-mail's subject line. You can use the following syntax in the subject: <ul style="list-style-type: none"> • ?ParameterName: To specify parameter values for the report in the subject. Replace <i>ParameterName</i> with the actual name of the parameter. • &ReportName: To specify the report name. • &ExecutionTime: To specify the execution date and time of the report.
Body	Enter text to use in the body of the e-mail. You can use the following syntax in the e-mail body: <ul style="list-style-type: none"> • ?ParameterName: To specify parameter values for the report in the e-mail body. Replace <i>ParameterName</i> with the actual name of the parameter. • &ReportName: To specify the report name. • &ExecutionTime: To specify the execution date and time of the report. <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p> Caution: When using a syntax such as, &ReportName, add a whitespace character after the syntax to replace the placeholder correctly.</p> <p>For example:</p> <ul style="list-style-type: none"> ◦ Correct: This is &ReportName template. ◦ Incorrect: This is &ReportNametemplate. <p>You can also enclose the syntax with curly braces to replace the placeholder correctly.</p> <p>For example:</p> <ul style="list-style-type: none"> ◦ &{ReportName} </div>
Delivery method	Select Allow User to Choose , or As Link to insert a hyperlink to the report in the body of the message, or As Attachment to attach the report to the message in the format specified above. If you select As Link, please see Site Settings Notification URL .
Attachment template	Enter the resource name template. You can use the following syntax in the attachment template: <ul style="list-style-type: none"> • ?ParameterName: To specify parameter values for the report in the attachment template. Replace <i>ParameterName</i> with the actual name of the parameter. • &ReportName: To specify the report name. This is default template. • &ExecutionTime: To specify the execution date and time of the report.

 **Note:** ExecutionTime token is specified as **&{ExecutionTime:<TokenFormat>}**. Different **DateTime** format strings for .NET framework such as "d", "F", "T" etc. can be specified for the TokenFormat. For example, **&{ExecutionTime:d}** will be displayed as **06/10/2014**.

 **Caution:** When "g" DateTime format is specified using special characters in the "&ExecutionTime" token, the generated attachment that is received through scheduled e-mail is downloaded in an unsupported format.

Windows File Share Delivery Type Options

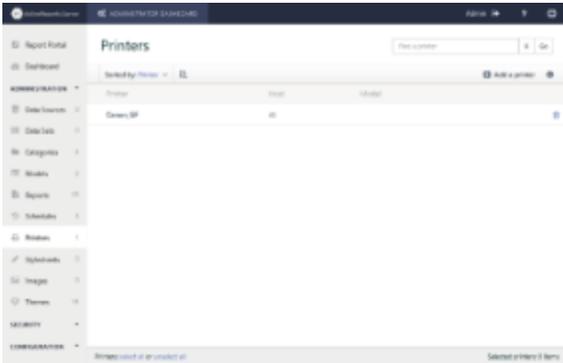
Option	Description
File name	<p>Enter the name of the report file. You can use the following syntax in the file name:</p> <ul style="list-style-type: none"> • ?ParameterName: To specify parameter values for the report in the file name. Replace <i>ParameterName</i> with the actual name of the parameter. • &ReportName: To specify the report name. This is default template. • &ExecutionTime: To specify the execution date and time of the report.
Add file extension	Select to add the file extension for the report's format to the file name.
Path	Enter the fully qualified UNC path of the location at which to share the report.
User name	Enter the user name to connect to the UNC path.
Password	Enter the password of the user for the UNC path.
Overwrite	Select Allow User to Choose, Overwrite the existing file if it exists , or Increment filename as newer versions are added to control how stored versions of the report are handled.

Print Delivery Type Options

Option	Description
Printer	Select a printer from the list of available printers on the server, or select Allow User to Choose option.
Printer Options	<p>The following options are available:</p> <ul style="list-style-type: none"> • Color: Choose to print in Color, Gray scale, or select Allow user to choose option. • Two sided: Specify printing as One-sided, Two-sided(Long edge), Two-sided(Short edge), or select Allow user to choose. • Number of copies: Enter the number of copies to be printed or select Allow user to choose. • Paper size: Select the page size from several available options such as Letter, Legal, Statement, A5, and so on, or select Allow user to choose. • Paper source: Select paper source as Auto, Multi-purpose Tray, Drawer 1, Drawer 2, Paper Type Priority, or select Allow user to choose. <p>Setting Allow user to choose for any of the above options allows the user to set that option in the Report Portal later.</p>

Managing Printers

You can add printers on ActiveReports Server and manage the properties of available printers from the Printers page. After a printer is added to the server, you can create scheduled printing tasks. You can also assign permissions to the roles that can schedule tasks on the printer.



To add a printer

1. In the Administration section of the Administrator Dashboard, click **Printers**.
2. On the **Printers** page, click the **Add a printer** button. The Add Printer dialog appears.
3. Fill in the options in the **Add Printer** dialog as follows:

Options	Description
Printer Name	Specify the printer name. The printer name should be the same as the name of a printer installed on the server machine. This is a required field.
Model Name	Specify the model name.
Hosts	Select the host to use for server printing. You can select multiple hosts or select 'All' to select all the available hosts. This is a required field.
Description	Add a description of the printer.
Assign permissions	Select the role(s) that can schedule server printing.

4. Click the **Test connection** button to test the connection between the printer and the server.
5. On successful testing, click **Create** to add the printer to the server.

 **Note:** Virtual printers such as Microsoft XPS Document Writer and Universal Document Converter are not supported in ActiveReports server. If a user performs server printing with a virtual printer, the status of the task will always appear as executing and the agent machine will hang. In this case, the user will not be able to preview a report or perform other tasks. To resolve this, the user needs to remove this schedule from the report and restart the agent service manually.

To edit the printer settings

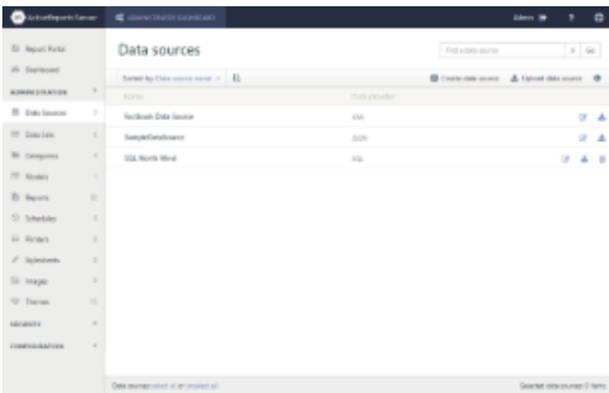
1. In the Administration section of the Administrator Dashboard, click **Printers**.
2. On the **Printers** page, select a printer from the list, and then click the **printer properties** button.
3. Modify the printer properties, change permissions, or host settings. You cannot modify the Printer Name.
4. Click **Save** to save the modified printer properties.

On re-installing or upgrading the product, 'Unable to resolve all agents' error message is displayed under the **Host** name of the printer(s) on the **Printers** page. To resolve this error, you need to set the agents again as follows:

1. Go to the **Printers** page.
2. Select the printer from the list and click **printer properties** button.
3. Check the Checkbox to select the agent from the list of Hosts.

Managing Data Sources

ActiveReports Server provides you with the ability to create, upload, download, or delete data sources from the Administrator dashboard. Data sources are files in RDSX format that contain data connection information. You can not only access the data sources in the Report Portal, but also access these in ActiveReports. See [Server Shared Data Sources](#), for more information.



Create

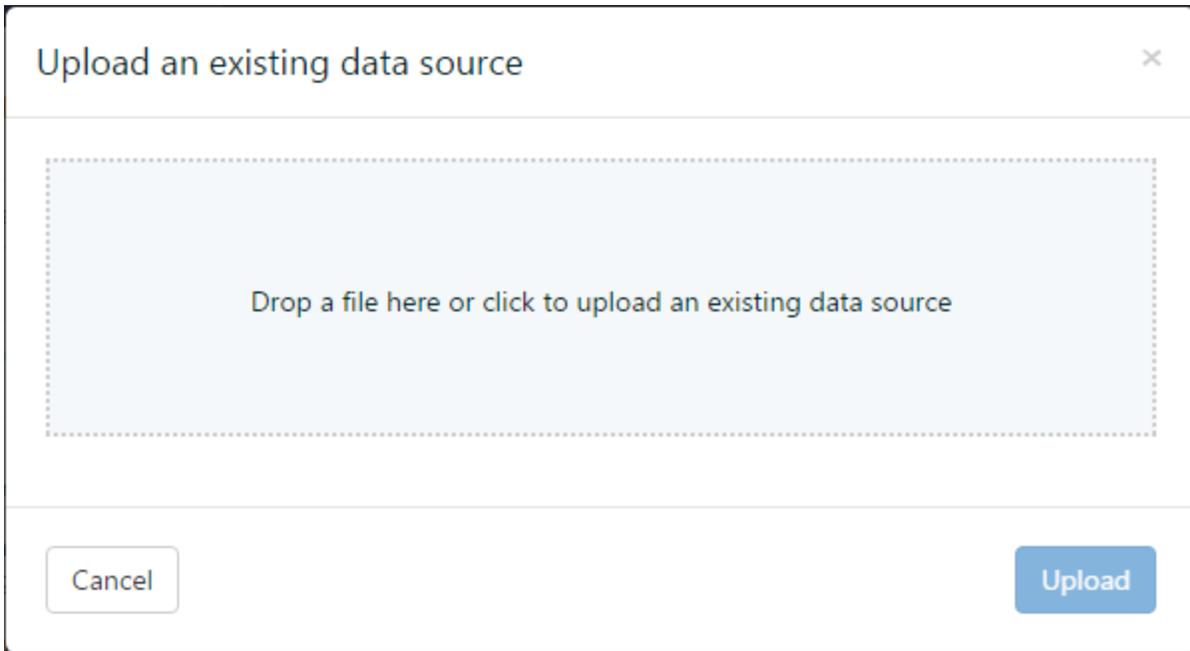
1. In the Administration section of the Administrator Dashboard, click **Data Sources**.
2. Click **Create data source**.
3. From **Add data source** window, enter Name of the data source, provide its description, and select the type of Provider from the drop-down. You can select from the following data providers:
 - Microsoft SQL Client Provider
 - Csv Provider
 - DataSet Provider
 - JSON Provider
 - Microsoft ODBC Provider
 - Microsoft OleDb Provider
 - Oracle Client Provider
 - XML Provider
4. Fill-in the required fields such as connection string, server name, etc. corresponding to the selected provider. For more information on data sources, see [Report Data Source Dialog](#) topic.
5. Click Test connection to test the connection to the data provider.
6. Click **Save**.

Download

1. In the Administration section of the Administrator Dashboard, click **Data Sources**.
2. On the **Data Sources** page, click the **Download data source** button next to the data source.
3. The data source file is downloaded on your system in .rdsx format.

Upload

1. In the Administration section of the Administrator Dashboard, click **Data Sources**.
2. On the **Data Sources** page, click the **Upload data source** button.
3. In the **Upload an existing data source** dialog that appears, you can either drop a data source file or click inside the dotted box to browse to a data source file.



4. In the **Open** dialog that appears, navigate to the ***.rdsx** file that you want to upload and click Open. The dialog closes and the file name appears in the dotted box.
5. Click **Upload** to add the data source to the server.

Delete

1. In the Administration section of the Administrator Dashboard, click **Data Sources**.
2. On the **Data Sources** page, click the **Delete data source** button next to the data source. The data source is removed from the list.

Rename

1. In the Administration section of the Administrator Dashboard, click **Data Sources**.
2. On the **Data Sources** page, select a data source from the list, and then click the **Data source properties** button to display the data source properties.
3. In the **Name** box, enter the name to update.

Manage Permissions

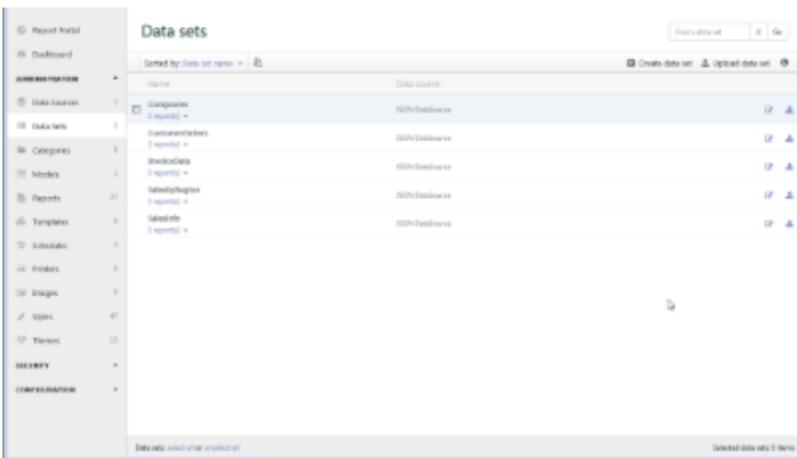
1. On the **Data Sources** page of the Administrator Dashboard, select a data source from the list, and then click the

- data source properties** button to display the data source properties.
- In the **Change permissions** section, next to each role, drop down the box to select whether to allow its users **Execute** or **Execute and Create Datasets**.

 **Note:** Users must have the **Execute and Create Datasets** permission to access the Server Shared Data Sources in ActiveReports.

Managing Data Sets

ActiveReports Server provides you with the ability to create, edit, upload, download or delete data sets from the Administrator dashboard. The server administrator sets up permissions to control who can access data sets uploaded on ActiveReports Server. You can use these server shared data sets to design reports in ActiveReports. See [Server Shared Data Sets](#), for more information.



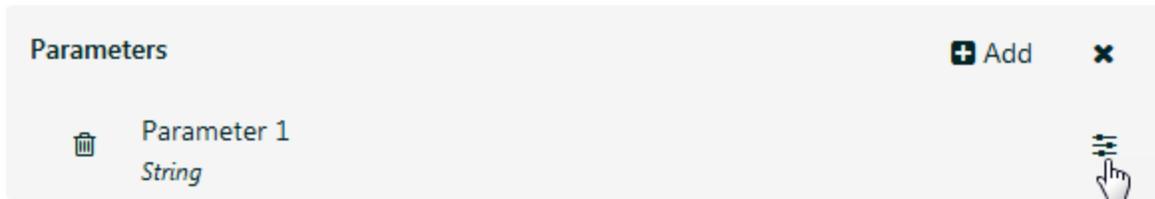
Create

- In the Administration section of the Administrator Dashboard, click **Data Sets**.
- Click **Create data set**.
- In the **Add data set** dialog window, enter the Name of the data set and select the Data Source from the drop-down list. The drop-down list contains the data sources available on the ActiveReports Server.
- Enter the query and select a **Command Type** from the drop-down list - **Text** (default value) or **StoredProcedure**.

 **Note:** When you add a data set (stored procedure) with a parameter, and the Command type is set to **StoredProcedure**, the parameter is created automatically at the query validation.

- Click **Validate** to validate the query.
- In the **Fields** section, you can **Add** or **Delete** a bound field and/or a calculated field according to your requirements in your data set. Bound fields are populated automatically at the data set query validation.
- Click **Next** to pass to the second page **Settings and Options**.
- In the **Settings** section, you can add or delete a parameter according to your requirements to the data set. The parameter options are available on the **Edit Parameter** page that you can open by clicking the **Edit** button. For more information, see [Server Shared Data Sets](#) topic.

Settings



9. In the **Settings** section, you can also add a filter to your data set. The filter options are available on the **Edit Filter** page. For more information, see [Server Shared Data Sets](#) topic.
10. In the **Options** section, select from the following options:
 - **Case Sensitivity.** Set this value to **Auto**, **True**, or **False** to indicate whether to make distinctions between upper and lower case letters. **Auto** (by default) causes the report server to get the value from the data provider. If the data provider does not set the value, the report runs without case sensitivity.
 - **Collation.** Choose from Default or a country from the list to indicate which collation sequence to use to sort data. The Default value causes the report server to get the value from the data provider. If the data provider does not set the value, the report uses the server locale. This is important with international data, as the sort order for different languages can be different from the machine sort.
 - **Kanatype Sensitivity.** Set this value to **Auto**, **True**, or **False** with Japanese data to indicate whether distinctions are made between Hiragana and Katakana kana types. **Auto** (by default) causes the report server to get the value from the data provider. If the data provider does not set the value, the report runs without kana type sensitivity.
 - **Width Sensitivity.** Set this value to **Auto**, **True**, or **False** with Japanese data to indicate whether distinctions are made between single-byte (half-width) characters and double-byte (full-width) characters. **Auto** (by default) causes the report server to get the value from the data provider. If the data provider does not set the value, the report runs without width sensitivity.
 - **Accent Sensitivity.** Set this value to **Auto**, **True**, or **False** to indicate whether distinctions are made between accented and unaccented letters. **Auto** (by default) causes the report server to get the value from the data provider. If the data provider does not set the value, the report runs without accent sensitivity.
11. Click **Finish**.

Download

1. On the **Data Sets** page of the Administrator Dashboard, click the **Download data set** button next to the data set.
2. The data set file is downloaded on your system in .rdsx format.

Upload

1. On the **Data Sets** page of the Administrator Dashboard, click the **Upload data set** button.
2. In the **Upload an existing data set** dialog that appears, you can either drop a data set file or click inside the dotted box to browse to a data set file.



3. In the **Open** dialog that appears, navigate to the ***.rsdx** file that you want to upload and click **Open**. The dialog closes and the file name appears in the dotted box.
4. Click **Upload** to add the data set to the server.

Delete

1. On the **Data Sets** page of the Administrator Dashboard, click the **Delete data set** button next to the data set. The data set is removed from the list.

Rename

1. On the **Data Sets** page of the Administrator Dashboard, select a data set from the list, and then click the **data set properties** button to display the data set properties.
2. In the **Name** box, enter the name to update.

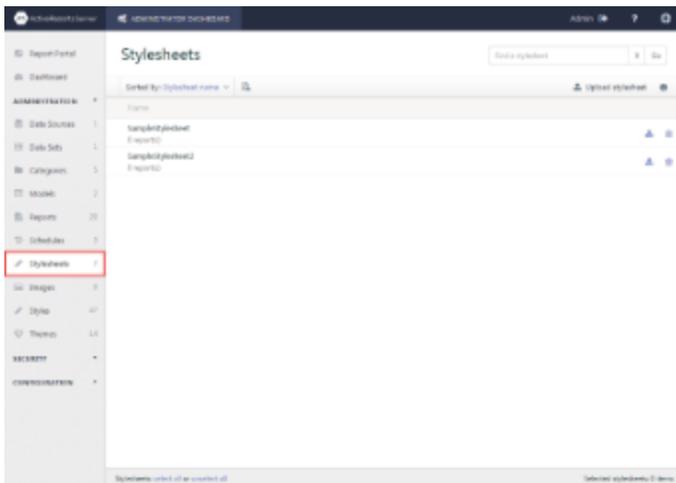
Manage permissions

1. On the **Data Sets** page of the Administrator Dashboard, select a data set from the list, and then click the **data set properties** button to display the data set properties.
2. In the **Change permissions** section, next to each role, drop down the box to select whether to allow its users **Read** or **None** to hide the data set from users in that role.

 **Note:** Users should at least have **Read** permission to access the Server Shared Data Sets in ActiveReports.

Managing Style Sheets

ActiveReports Server provides you with the ability to upload, download or delete style sheets from the Administrator dashboard. Style sheets are a collection of style objects. You can provide access to style sheets uploaded on ActiveReports Server to all of your developers who design reports in ActiveReports. See [Working with Styles](#) in ActiveReports help, for more information.



You can perform the following operations from the **Stylesheets** page on the Administrator dashboard.

Download

1. In the Administration section of the Administrator Dashboard, click **Stylesheets**.
2. On the **Stylesheets** page, click the **Download stylesheet** button next to the stylesheet.
3. The style sheet file is downloaded on your system in ***.rdlx-styles** format.

Upload

1. In the Administration section of the Administrator Dashboard, click **Stylesheets**.
2. On the **Stylesheets** page, click the **Upload stylesheet** button.
3. In the **Upload an existing stylesheet** dialog that appears, you can either drop a style sheet file or click inside the dotted box to browse to a style sheet file.
4. In the **Open** dialog that appears, navigate to the ***.rdlx-styles** file that you want to upload and click Open. The dialog closes and the file name appears in the dotted box.
5. Click **Upload** to add the style sheet to the server.

Delete

1. On the **Stylesheets** page, click the **Delete stylesheet** button next to the style sheet. The style sheet is removed from the list.

Rename

1. On the **Stylesheets** page, select a style sheet from the list, and then click the **stylesheet properties** button to display the style sheet properties.
2. In the **Name** box, enter the name to update.

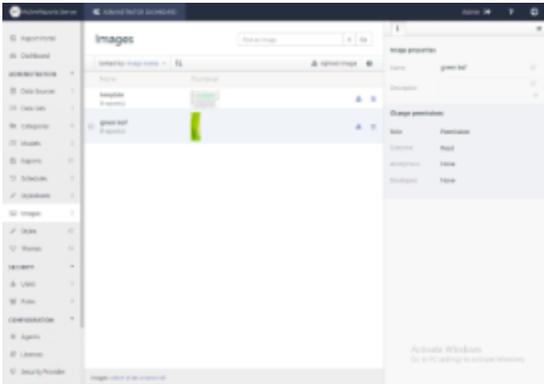
Manage Permission

1. On the **Stylesheets** page of the Administrator Dashboard, select a style sheet from the list, and then click the **stylesheet properties** button to display the style sheet properties.
2. In the **Change permissions** section, next to each role, drop down the box to select whether to allow its users **Read**, **Read & Modify** or **None** to hide the style sheet from users in that role.

 **Note:** Users require **Read** permission to access the shared style sheets in ActiveReports.

Managing Images

ActiveReports Server provides you with the ability to upload, download or delete images from the Administrator dashboard. You can provide access to images uploaded on ActiveReports Server to all of your developers who design reports in ActiveReports. For more information, see [Working with Images](#) in the ActiveReports help.



You can perform the following operations from the **Images** page on the Administrator dashboard.

Download

1. In the Administration section of the Administrator Dashboard, click **Images**.
2. On the **Images** page, click the **Download image** button.
The image file is downloaded on your system.

Upload

1. In the Administration section of the Administrator Dashboard, click **Images**.
2. On the **Images** page, click the **Upload image** button.
3. In the **Upload an existing image** dialog that appears, you can either drop an image file or click inside the dotted box to browse to an image file.
4. In the **Open** dialog that appears, navigate to the image file that you want to upload and click Open. The dialog closes and the file name appears in the dotted box.
5. Click **Upload** to add the image to the server.

Delete

1. On the **Images** page, click the **Delete image** button next to the image. The image is removed from the list.

Rename

1. On the **Images** page, select an image from the list, and then click the **image properties** button to display the image properties.
2. In the **Name** box, enter the name to update.

Manage Permissions

1. On the **Images** page of the Administrator Dashboard, select an image from the list, and then click the **image properties** button to display the properties.
2. In the **Change permissions** section, next to each role, drop down the box to select whether to allow its users **Read**, **Read & Modify** or **None** to hide the image from users in that role.

 **Note:** Users require **Read** permission to access the images in ActiveReports.

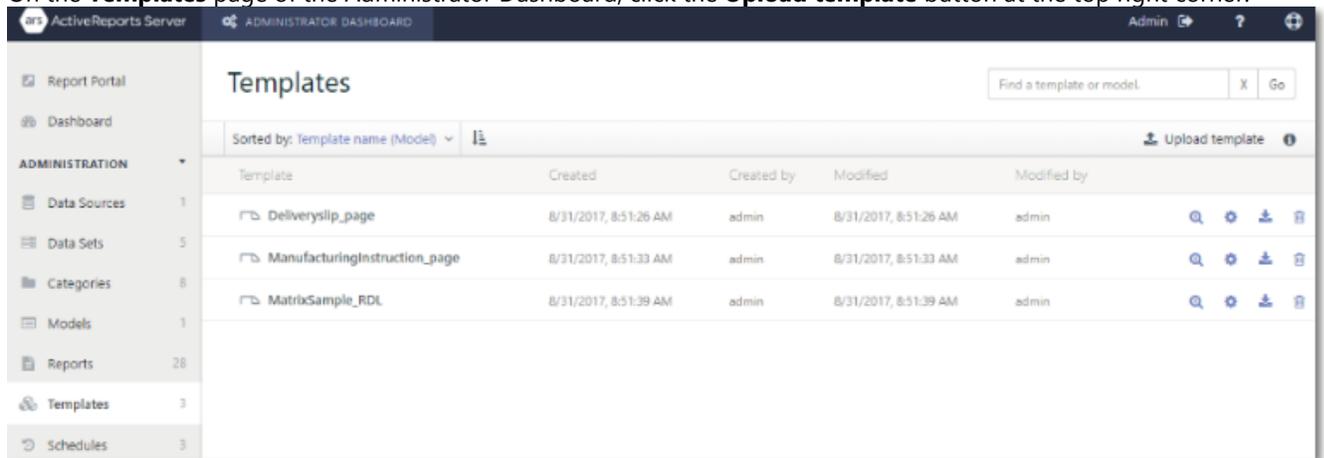
Managing Templates

Administrators can upload templates from their local computer to the Administration portal. The uploaded templates are displayed on the **Templates** page in the Administrator Dashboard. One can sort the templates list using the **Sort list** icon next to the **Sorted By** button on the top left corner to display results on the basis of Template name, Model name, Created, Created by, Modified, and Modified by. Also, administrators can view template properties and preview, design, download, delete the uploaded template as and when they want.

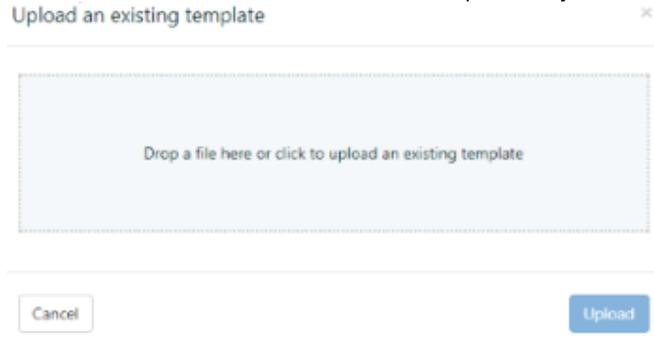
You can perform the following operations from the **Templates** page on the Administrator dashboard.

Upload

1. In the Administration section of the Administrator Dashboard, click **Templates**.
2. On the **Templates** page of the Administrator Dashboard, click the **Upload template** button at the top right corner.



3. In the **Upload an existing template** dialog that appears, you can either drop a file with .rdl or .rdx extension, or simply click inside the box and browse to the template on your computer.



4. In the **Open** dialog that appears, navigate to the .rdl or .rdx file that you want to upload and click Open. The dialog closes and the file name appears in the dotted box.
5. Click **Upload** to add the template to the server.

 **Note:** A template name can not be same as an existing report name.

In addition to template uploading, an administrator can also set any Page/RDL report as a template and vice versa.

Report properties

Name: Chart Report

Description:

Report information

Created: 6/27/2017, 4:42:27 AM

Created by: admin

Modified: 6/27/2017, 9:35:18 AM

Modified by: admin

Change permissions

Role: Privilege

Everyone: None

Anonymous: None

Set as template

Manage Uploaded Templates

After you upload the templates, you can work with them as described in the table shown below:

Command	Icon	Description
Click to show template properties		Displays the template properties in the pane that opens to the right of the Templates list. In the Template properties pane, you can edit the template name and description in the corresponding fields, view the template information and modify the template permissions. Also, you can click the Set as report button to convert the selected template into a report.
Preview template		Displays the template in the Designer Preview window that opens as a separate window on your browser.
Design template		Displays the selected template in the ActiveReports Server Designer application.
Download template		Downloads and saves the template to the local file system in .rdl or .rdx file format.
Delete template		Deletes the template and removes it from the Templates list displayed on the Templates page.

Managing Themes and Styles

Themes and styles allow you to control the appearance of reports. Themes determine the overall look of reports and all of their tables and charts, whereas styles are applied to individual report items.

Working with Themes

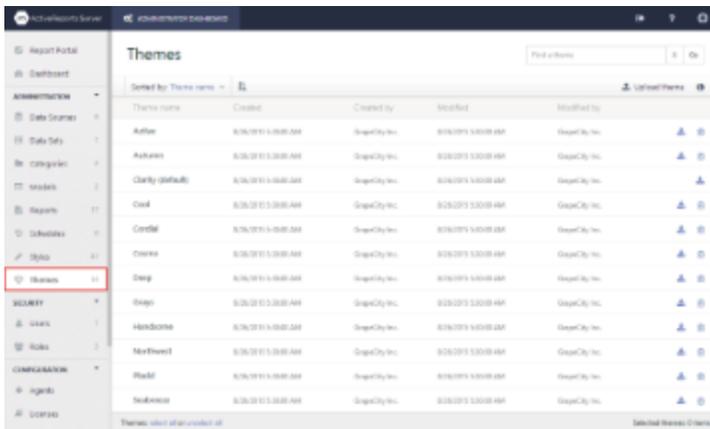
Learn to delete themes and styles from the server, rename them, and set your default theme.

Working with Styles

Learn to download themes and styles to your local machine and upload them to the server.

Working with Themes

ActiveReports Server provides you with the ability to upload, download or delete themes from the Administrator dashboard. The themes are applied to modify the overall appearance of the report. They are specially formatted xml files with a file extension of `.rdlx-theme`.



To download a theme

Save a working copy of a theme to your local machine

1. From the Administrator Dashboard, select **Themes**.
2. On the **Themes** page, next to the theme that you want to save, click **Download theme** button.
3. The xml theme file is copied onto your machine in `.rdlx-theme` format.

To upload a theme

Save a file from your local machine onto the server

1. From the Administrator Dashboard, select **Themes**.
2. On the **Themes** page, click the **Upload theme** button.
3. In the **Upload an existing theme** dialog that appears, you can either drop a `.rdlx-theme` file or click inside the dotted box to browse to a data source file.
4. In the Open dialog that appears, navigate to the file with the extension `.rdlx-theme` to upload and click **Open**. The dialog closes and the file name appears in the box.
5. Click **Upload** to add the theme from your computer to the server.

To delete a theme

You can delete any themes that you do not want your users to access when they design reports.

Remove a theme from the list

1. From the Administrator Dashboard, select **Themes**.
2. On the **Themes** page, next to the theme that you want to delete, click the **Delete theme** button. The theme is removed from the list.

To rename a theme

You can name themes after departments to let them know which one to use, or use any name that suits your business needs.

Make a theme name relevant for your users

1. From the Administrator Dashboard, select **Themes**.
2. On the **Themes** page, select a theme from the list, and then click the **theme properties** button to display the properties.
3. In the **Name** box, enter the name to update.

To change your default theme

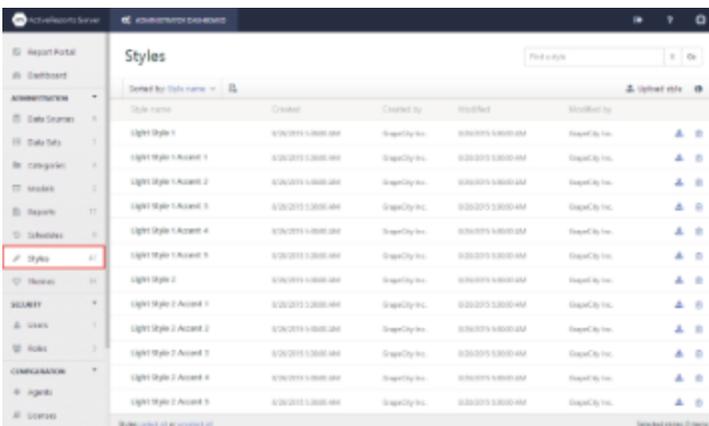
You can select which theme is used by default when your users create new reports. Users can still select any other theme that you have in the themes list.

Designate the most commonly used theme for your company

1. From the Administrator Dashboard, select **Themes**.
2. On the **Themes** page, select a theme from the list, and then click the **theme properties** button to display the properties.
3. Select the **Set as default** checkbox to set the theme as your default. The Set as default command is removed from the selected theme, and added back to the theme that was previously the default theme.

Working with Styles

ActiveReports Server provides you with the ability to upload, download or delete styles from the Administrator dashboard. The styles change the look and feel of individual report controls. They are specially formatted xml files with a file extension of .style.



To download a style

Save a working copy of a style to your local machine

1. From the Administrator Dashboard, select **Styles**.
2. On the **Styles** page, next to the stylee that you want to save, click **Download style** button.
3. The xml style file is copied onto your machine in .style format.

To upload a style

Save a file from your local machine onto the server

1. From the Administrator Dashboard, select **Styles**.
2. On the **Styles** page, click the **Upload style** button.
3. In the **Upload an existing report style** dialog that appears, you can either drop a **.style** file or click inside the dotted box to browse to a data source file.
4. In the Open dialog that appears, navigate to the file with the extension **.style** to upload and click **Open**. The dialog closes and the file name appears in the box.
5. Click **Upload** to add the style from your computer to the server.

To delete a style

You can delete any styles that you do not want your users to access when they design reports.

Remove a style from the list

1. From the Administrator Dashboard, select **Styles**.
2. On the **Styles** page, next to the style that you want to delete, click the **Delete style** button. The style is removed from the list.

To rename a style

You can name styles to reflect where and how they are used in your company to keep your users consistent.

Make a style name relevant for your users

1. From the Administrator Dashboard, select **Styles**.
2. On the **Styles** page, select a style from the list, and then click the **style properties** button to display the properties.
3. In the **Name** box, enter the name to update.

Managing Security

This section contains information that helps administrators manage users, roles, and permissions.

Managing Users

Learn to add and delete users, and to modify user credentials, password, and roles.

Managing Roles

Learn to add and delete roles, and to modify permissions for roles.

Managing Permissions

Learn what permissions you can set on reports and models.

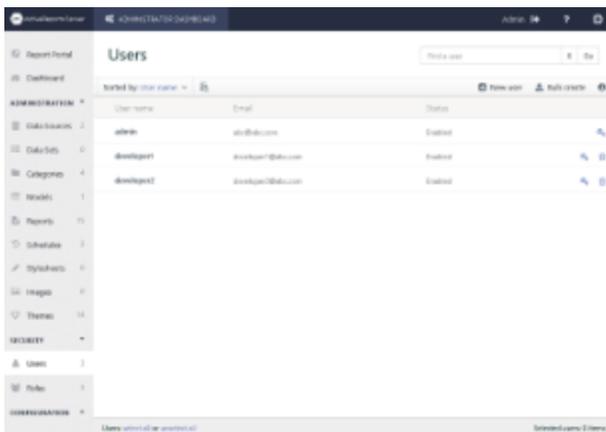
Using LDAP and Active Directory for Single Sign-On

Learn about how you can integrate your LDAP and Active Directory users into ActiveReports Server security.

 **Note:** You can also create row-level security by creating custom security providers. the [Managing Single Sign-On Security Providers](#) topic for more information.

Managing Users

An administrator can add and delete users, and modify existing users' credentials, passwords, and roles. All of these functions are in the Users list, which you can access from the Administrator Dashboard by clicking Users in the Security section.



To add a user

Each user needs an email address, password, and user name.

1. In the Security section of the Administrator Dashboard, click **Users**. The Users list appears.
2. Click the **New user** button. The Create new user dialog appears.
3. In the dialog, fill in the User Name, Password, Confirm password, Email, and Description fields.

The screenshot shows the 'Create new user' dialog box. It has a title bar with a checkmark and the text 'Create new user'. Below the title bar are two tabs: 'New account' (selected) and 'Use user'. The form contains several input fields: 'User name', 'Description', 'Email', 'Enter a new password', and 'Type it again'. At the bottom, there are 'Cancel' and 'Next' buttons.

4. Click **Next** and then select the check box under any roles to which to assign the user.
5. Click **Finish**. The new user is added to the Users list and any selected roles, and the user can log in to the Report Portal with the user name and password specified.

 **Note:** By default **Everyone** role is assigned to each new user. For more information, see [Managing Roles](#).

To add multiple users at once

You can add many users at once by providing user data in a CSV (comma separated values) file. Drop down the following section for details on the format to use for user data in a CSV file.

Format for CSV user data

For successful user registration, you need to provide user data in a specific format in the CSV file. The following table lists the user data format that you can add in the CSV file.

Data fields	Example	Remarks
User name	Richard	This is a required field.
Password	*****	This is a required field.
Email address	user1@gmail.com	This is a required field.
Description	Store Keeper	This is an optional field.
Role	Administrator	You can add multiple roles by delimiting data fields with comma or semi-colon.

Use a comma or semi-colon to delimit data fields. The format for each user data field in the CSV file is like this:

```
User name,Password,Email,Description,Role,Other Role
```

Examples of valid user data:

```
username1,password1,user1@gmail.com
username2;password2;user2@gmail.com,description2,roleA
username3,password3,user3@gmail.com,description3,roleA,roleB
```

User registration fails in the following scenarios:

- A required user data field (User name, Password, or Email) is not specified.
- A data field includes an invalid character.
- The email data field is not in a valid email format.
- The user is already registered with the same name or email address.
- The CSV file contains a header row.

To add multiple users at once

1. In the Security section of the Administrator Dashboard, click **Users**. The Users list appears.

2. Click the **Bulk create** button. The **Upload a CSV file** dialog appears.
3. In the **Upload a CSV file** dialog, drop a CSV file or click inside the blue rectangle area to browse to your CSV file.



4. Click the **Upload** button to add the new users from the CSV file to the Users list. After the CSV file is uploaded, the **Bulk upload result** dialog displays the registration results.

This dialog notifies you of how many user registrations succeeded, how many already existed, and how many failed.



 **Note:** You can also refer to the log file created in **C:\ActiveReports 12 Server\Logs** for messages, warnings, and errors related to bulk registration.

To delete users

You can remove users from ActiveReports Server so that they no longer have access.

1. In the Security section of the Administrator Dashboard, click **Users**. The Users list appears.
2. Select the user you want to remove, and then click **Delete user**. To delete multiple users, select the users from the check boxes, or click **select all** to select all users, and then click **Delete**. The user(s) are removed from the list.

 **Note:** The currently signed-in user Admin cannot be deleted, so there is no Delete command for this user.

To modify the credentials of an existing user

In addition to changing a user's email address or description, you can lock or unlock user accounts.

1. In the Security section of the Administrator Dashboard, click **Users**. The Users list appears.
2. On the **Users** page, select a user from the list, and then click the **user properties** button to display the properties.
3. Modify the information in the activated fields of the **Users** table to update.

The **Description** allows you to enter a description of the user.

The **Email** address of the user.

The **Enabled** check box is cleared automatically if the user has made several unsuccessful log-in attempts.

The screenshot shows a configuration panel for a user. The 'User properties' section includes: 'User name' set to 'admin_user', 'Description' set to 'Administrator', 'Email' set to 'admin@abc.com', and 'Enabled' checked. The 'User roles' section shows 'Administrator' checked.

To change a user's password

You can change a user's password when they forget it, or if their password security is in doubt.

1. In the Security section of the Administrator Dashboard, click **Users**. The Users list appears.
2. Select the user whose password you want to change, and then click **Reset password**. The Specify a New Password dialog appears.
3. In the **Specify a New Password** dialog, enter the new password and then once again to confirm it.

The dialog box is titled 'Specify a New Password' and contains the following fields: 'User name' (admin_user), 'Password' (User password), and 'Password again' (Confirm password). At the bottom, there are two buttons: 'Cancel' and 'Change password'.

4. Click the **Change password** button to confirm the password change.

To manage a user's roles

In addition to editing the user's credentials, you can add or remove the user from roles.

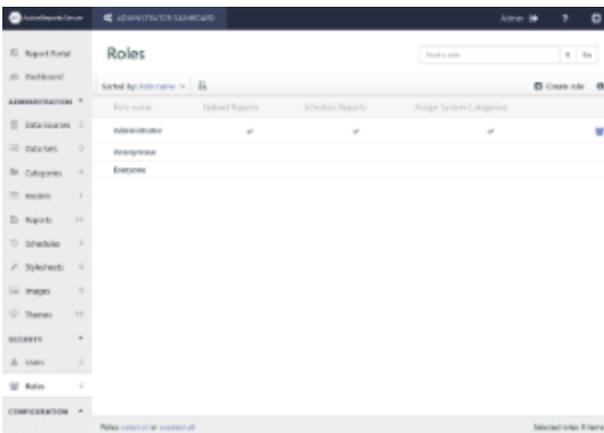
1. In the Security section of the Administrator Dashboard, click **Users**. The Users list appears.
2. On the **Users** page, select a user from the list, and then click the **user properties** button to display the properties.
3. In the **User roles** section, select or clear the roles to assign to the user.

 **Note:** ActiveReports Server has role-based security, which means that permissions are assigned to roles, not users.

Managing Roles

All permissions are granted to a Role. To grant permission to users, add the user to one or more roles. By default, four roles are configured. These roles cannot be deleted, but you can add new roles to the list.

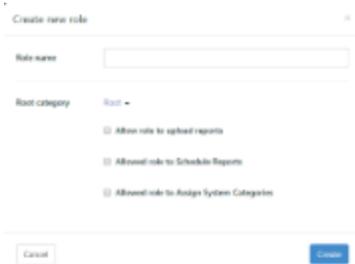
- **Administrators** contains users with the permission to enter the Administration area.
- **Anonymous** contains no users, but it allows users to work with the Report Portal without credentials.
- **Everyone** By default, the **Everyone** role is assigned to each new user. The Administrator can also enable or disable the **Everyone** role from the [Site Settings](#) page of the Administrator dashboard. Once you disable the **Everyone** role, a user who created a report while belonging only to that role loses the ability to assign or revoke permissions of that report even if their new role has Full permissions for the report. Also, if this role is disabled, it is not visible to users on the report **Information** tab (**Permissions** section) located to the right of a selected report on the Report portal.
- **Owner** contains the user who originally created or uploaded the report. By default, this is the only role with full permissions on a newly created or uploaded report.



To create a new role

You can add as many roles as you need to the list. Then if you decide to grant permission for a report or model to an entire department, you can make the change once instead of for each individual.

1. In the Security section of the Administrator Dashboard, click **Roles**. The Roles list appears.
2. From the **Roles** page, click **Create role** button. The Create new role dialog appears.



3. In the **Role Name** box, enter a name for the new role.
4. Select the **Root category** that you want to assign to the role.
5. If you want to allow the role to upload reports, select the **Allow role to upload reports** check box.
6. If you want to allow the role to schedule reports, select the **Allow role to schedule reports** check box.
7. If you want to allow the role to assign system categories, select the **Allow role to Assign System Categories** check box.
8. Click **Create role**. The new role is added to the list, with an extra command that allows you to delete it. To begin using the role, add users to it. To add more permissions, see [Managing Permissions](#).

To add a user to a role

When you create a new role, it has no users.

1. In the Security section of the Administrator Dashboard, click **Roles**.
2. In the Roles list that appears, to the right of the role to which you want to add a user, click the **Manage users** command. The Manage users dialog appears.
3. In the **Manage users** dialog, select check boxes next to users to assign them to the role.

 **Note:** To remove a user from the role, clear the corresponding check box. You cannot add or remove users from the Owner role, which has a user for each report based on the Created By value for that report.

4. Click the **Update** button to save the changes.

To grant permission to upload reports

By default, only the Administrator role has permission to upload reports.

1. In the Security section of the Administrator Dashboard, click **Roles**.
2. On the **Roles** page, select a role from the list, and then click the **role properties** button to display the Role properties.
3. In the **Role permission** section, select the **Upload Reports** checkbox. All users assigned to the role are able to upload reports.

To grant permission to schedule reports

By default, only the Administrator role has permission to schedule reports.

1. In the Security section of the Administrator Dashboard, click **Roles**.
2. On the **Roles** page, select a role from the list, and then click the **role properties** button to display the Role properties.
3. In the **Role permission** section, select the **Schedule Reports** checkbox. All users assigned to the role are able to schedule reports.

To grant permission to assign system categories

By default, only the Administrator role has permission to assign system categories.

1. In the Security section of the Administrator Dashboard, click **Roles**.
2. On the **Roles** page, select a role from the list, and then click the **role properties** button to display the Role properties.
3. In the **Role permission** section, select the **Assign System Categories** checkbox. All users assigned to the role are able to assign system categories.

To delete a role

1. In the Security section of the Administrator Dashboard, click **Roles**.
2. In the Roles list that appears, to the right of the role that you want to delete, click the **Delete role** button.
3. If the role does not contain any users, it is removed from the list immediately. If the role does contain users, you are asked to confirm.
4. Click **OK** to delete the role.

You can grant other permissions to reports and models by selecting roles to allow for each individual report and each model. See [Managing Permissions](#) for more information.

Managing Permissions

Administrators can modify permissions to data models, reports, and shared schedules by assigning rights to a role. Once a role has permission to use a model, report, or shared schedule, all users added to that role have the same permission.

Table defining what permissions are granted for each combination of settings for reports and models

Permission Setting	Model: Read	Model: Create Report	Model: None
Report: None	No operations	No operations	No operations
Report: Read	Preview only	Create a copy of report and modify the copy	Preview only
Report: Read & Modify	Preview, delete, and modify report	Preview, delete, and modify report	Preview and delete report
Report: Full	Preview, delete, and modify report Change access	Preview, delete, and modify report Change access	Preview and delete report Change access

To manage permissions to a model

You can grant read or read and create permission to different roles for each model.

Allow or deny read permission to a model

1. From the Administrator Dashboard, select **Models**.
2. On the **Models** page, select a model from the list, and then click the **model properties** button to display the properties.
3. In the **Change Permissions** section, next to each role, drop down the box to select whether to grant **Read**

permission, **Create Report**, or **None** to hide the model from users in that role.

Role	Privelege
Everyone	Create Report
Anonymous	None Read Create Report

4. The selected roles have permission to read or read and create reports on the model.

To manage permissions to a report

You can grant different roles permission to read, modify, or change permissions on each report. The Owner of the report (the user who created or uploaded it) has full permission which cannot be modified.

Allow or deny read, modify, or change permissions

1. From the Administrator Dashboard, select **Reports**.
2. On the **Reports** page, select a report from the list, and then click **Permissions** button.
3. In the **Change permissions** dialog that appears, next to each role, drop down the box to select whether to allow its users **Read**, **Read & Modify**, or **Full** permissions on the report, or **None** to hide the report from users in that role.

Change permissions

Assign permissions:

Filter items by name

Everyone	Read
Anonymous	None
Report Author	None No Change None Read Read & Modify Full

Cancel Update

- o **Read** allows users in the role to see the report in the Report Portal **Open** page and preview the rendered

- report, but does not allow them to modify it in the Report Portal.
 - **Read & Modify** allows users in the role to modify the report in the Report Portal in addition to Read permissions.
 - **Full** allows users in the role to modify permissions on the report in addition to Read & Modify permissions.
4. Click the **Update** button to save the changes. All users in the selected roles are granted the specified access.

To change ownership of a report

By default, the user who created or uploaded the report has full permission to it. The Owner role always has full permission to the report, so the only way to change that is to change ownership by deleting the report and having a new owner upload it to the server.

Change ownership

1. From the Administrator Dashboard, select **Reports**.
2. On the **Reports** page, next to the report for which you want to change ownership, click **Download report** button. The RDLX file of the report is copied to your local machine.
3. Next to the same report, click **Delete**. In the message box that appears, click **Yes** to confirm that you want to delete the report. The report is removed from the server.
4. Log in with a new user.
5. On the Reports page, click the **Upload report** button.
6. In the **Upload an existing report** dialog, you can either drop a report file or click inside the dotted box to browse to a report file.
7. In the Open dialog that appears, navigate to the report and click **Open**. The dialog closes and the file name appears in the dotted box.
8. Click **Upload**. The report appears in the list with the new owner listed under the **Created By** column.

To manage permissions to a data source

1. From the Administrator Dashboard, select **Data Sources**.
2. On the **Data Sources** page, select the data source for which you want to manage permissions, and then click the **data source properties** button to display the properties.
3. In the **Change permissions** section that appears, next to each role, drop down the box to select whether to allow its users **Execute** or **Execute and Create Datasets** permissions on the report.
 - **Execute** allows a user to view reports based on this data source.
 - **Execute and Create Datasets** allows a user to view reports based on this data source AND create embedded datasets in his/her new or modified reports.

 **Note:** Users must have the **Execute and Create Datasets** permission to access the Server Shared Data Sources in ActiveReports.

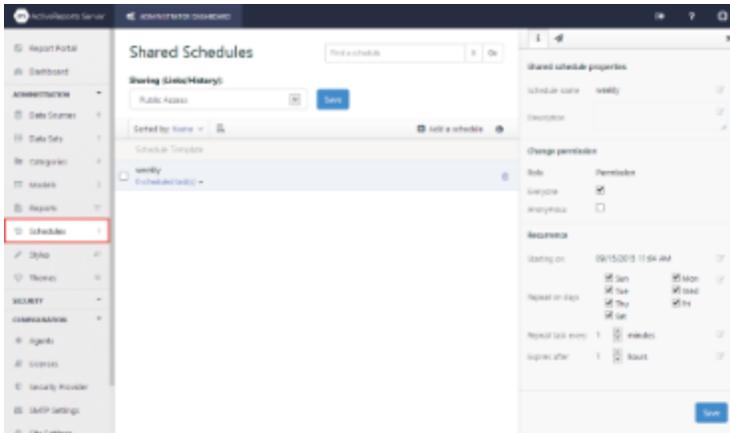
To manage permissions to a shared schedule

You can grant different roles the permission to use shared schedules to schedule reports to run. You can also set options in the Delivery section to allow or prevent users from changing the settings. For more information, see [Managing Schedules](#).

Allow or deny read, modify, or change permissions

1. From the Administrator Dashboard, select **Schedules**.
2. On the **Schedules** page, select the schedule on which you want to set permissions, and then click the **schedule properties** button to display the properties.

3. In the **Change permission** section, next to each role, select the checkbox for each role whose users you want to allow to schedule reports. By default, **Everyone** is allowed to schedule reports, so clear that checkbox to limit permissions to your selected roles.
4. Click **Save**.



To manage permissions to printers

You can grant different roles the permission to use a printer to schedule report printing. For more information, see [Managing Schedules](#) and [Managing Printers](#).

Allow or deny read, modify, or change permissions

1. From the Administrator Dashboard, select **Printers**.
2. On the **Printers** page, select the printer on which you want to set permissions, and then click the **print permissions** button to display the properties.
3. In the **Change permissions** section that appears, next to each role, select the checkbox for each role whose users you want to allow to schedule report printing jobs.
4. Click **Save**.

Note: A role that has permission to run a schedule also has permission to schedule printing. However, the role also needs permission to use the printer for the schedule. For example, if a role can run a scheduled task but does not have permission to use the printer specified in the schedule, the report will not print.

Using LDAP and Active Directory for Single Sign-On

You can use your existing LDAP or Active Directory® with ActiveReports Server so that your users can log in with their existing user names and passwords, and so that you can use existing groups to provide access to specific data.

Note: ActiveReports Server supports OpenLDAP v2.3 or later. Earlier versions are not supported because they do not have a MemberOf attribute.

To map your user directory to ActiveReports Server, you specify LDAP (Active Directory) as your custom security provider, and set properties to give ActiveReports Server access to it. These properties are described in the table below.

Security provider properties table

Property	Description
----------	-------------

<p>LDAP Server URL (required)</p>	<p>The URL to the directory where you can find users. The syntax is: <code>ldap://host:port/domain</code></p> <ul style="list-style-type: none"> • ldap:// is an optional prefix • host is the LDAP server name or IP address • port is the optional LDAP server port number (default is 389) • domain is the optional distinguished name of the domain in which to search for users <p>Example: <code>ldap://example.org:888/DC=grapecity,DC=net</code></p> <p>In this example, <i>example.org</i> is the name of the server answering LDAP queries, 888 is a non-standard port used on the LDAP server, and <i>grapecity.net</i> is the ActiveDirectory domain.</p>
<p>LDAP Admin User (required)</p>	<p>The name or DN (distinguished name) of the user under which the LDAP connection is established. This user is also used to implement the <code>ISecurityProvider.GetAdminContext</code> method when you add a custom entity.</p> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;"> <p> Note: Most non-Active Directory LDAP servers require a DN (distinguished name) for this, so a DN in the administrator account would be the directory manager.</p> </div> <p>Example: <code>cn=Directory Manager,cn=Root DNs,cn=config</code></p>
<p>LDAP Admin Password (required)</p>	<p>The password associated with the administrative user on the LDAP server.</p> <p>Example: <code>*****</code></p>
<p>ARS Admin Groups</p>	<p>Contains the list of Active Directory groups (Group1, Group2...). If user from one of these groups is logging on ActiveReports Server, then the server grants him Administrator role. The default value of the new field is 'Administrator' for the backward compatibility.</p> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;"> <p> Note: If 'ARS Admin Groups' field does not have 'Administrator' group listed, then AD users from 'Administrator' group should not have 'Administrator' role on ActiveReports Server.</p> </div>
<p>User Name Attribute (optional)</p>	<p>By default, this value is samaccountname and specifies the LDAP attribute to use in resolving the user name passed in the <code>ISecurityProvider.GetUserToken</code> method.</p> <p>Example: <code>uid</code></p>
<p>User Display Name Attribute (optional)</p>	<p>By default, this value is displayName and specifies the LDAP attribute to use in resolving the user-friendly name with the <code>ISecurityProvider.GetUserDescription</code> method.</p> <p>Example: <code>sn</code></p>
<p>User Email Attribute (optional)</p>	<p>By default, this value is mail and specifies the LDAP attribute to use in resolving the user e-mail with the <code>ISecurityProvider.GetUserDescription</code> method.</p> <p>Example: <code>mail</code></p>
<p>Define Mappings</p>	<p>Description</p>
<p>User Context Attribute Name</p>	<p>LDAP User Attribute Name</p>

To configure ActiveReports 12 Server to use your LDAP or Active Directory

1. In the Configuration section of the Administrator Dashboard, click **Security Provider**. The Custom security provider drop-down list appears.
2. From the drop down list box, select **Active Directory**.
3. In the **Security Provider Settings** that appear, enter a value for each of the properties.
4. Below the Security Provider Settings, in the **Define mappings** section, click on **Add row** button..
5. In the boxes that appear, enter a valid **User Context Attribute Name**, and a **LDAP User Attribute Name** that you will be able to select when you create security filters in the model editor. (See the **To create a new security filter** section below.)

To test your custom security provider

You can place percent signs around a UserContext attribute to use it in a connection string when you [create a model](#). This is useful when each tenant in a multi-tenant application has a separate database, and you need to supply a dynamic value for the database.

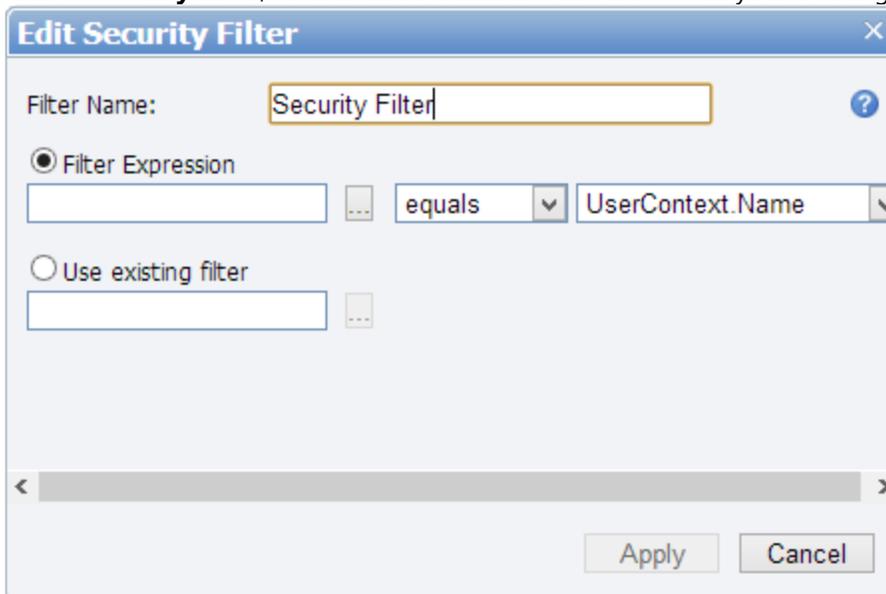
```
Provider=SQLOLEDB.1;Data Source=HQ;Initial Catalog=%TenantDatabase%;  
User Id=myUsername;Password=myPassword;
```

When you create a security filter, you can re-use it for other entities that contain the attribute on which the filter expression is based.

To create a new security filter for row-level security

From the Administrator Dashboard, in the Administration section on the left, click **Models**. The Models list appears.

1. Select the model to which you want to add a filter, and then click **Edit model** button. The model editor appears.
2. Select the entity that you want to filter. The editable properties appear in the center workspace.
3. Next to **Security Filter**, click the **Add** command. The Edit Security Filter dialog appears.



4. In the box next to **Filter Name**, enter a name for your filter.
5. With **Filter Expression** selected, click the ellipsis button to open the Select Attribute dialog where you can select an attribute of the entity on which to filter data, and click **OK**.
6. Drop down the list next to the attribute to select whether to display data that **equals** or does **not equal** the

following value.

7. Drop down the list to the right, and select a User Context Attribute Name mapping against which to filter the selected attribute.
8. Click the **Apply** button to create the filter, or to discard the changes, click **Cancel**.

To use UserContext attributes from LDAP or ActiveDirectory in a connection string

You can place percent signs around a UserContext attribute to use it in a connection string when you [create a model](#). This is useful when each tenant in a multi-tenant application has a separate database, and you need to supply a dynamic value for the database.

```
Provider=SQLOLEDB.1;Data Source=HQ;Initial Catalog=%TenantDatabase%;  
User Id=myUsername;Password=myPassword;
```

Managing Configuration

This section contains information that helps administrators manage SMTP settings and diagnose problems.

Managing Agents

This section describes how ActiveReports Server uses agents to handle scale-out deployment so that you can serve up more reports to more users as needed.

Managing Licenses

Learn about different licenses for ActiveReports Server and how to manage them.

Managing Single Sign-On Security Providers

Learn about using custom security providers as well as LDAP or Active Directory® security providers.

Configuring Email

Learn to configure SMTP settings for your site to enable the error reporting and password reminder functions.

Site Settings

Learn how to set a base URL for links sent in notifications for lost passwords and scheduled reports.

UI Settings

Learn how to customize the appearance of ActiveReports Server.

Managing Audit Settings

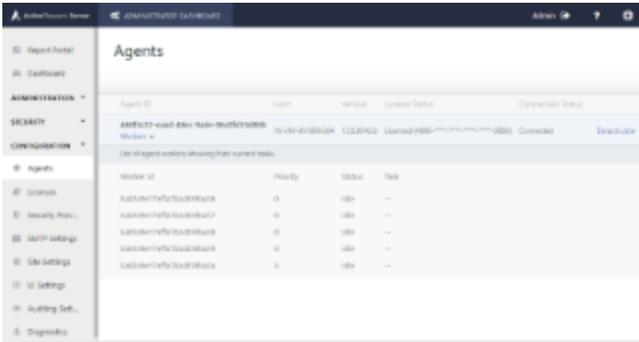
This section describes how to set up auditing on your site, and reports and data are automatically set up.

Server Diagnostics

Learn about monitoring your server with the ActiveReports Server Diagnostics page.

Managing Agents

You can use agents to manage your report execution load and concurrent users in ActiveReports Server. The agents list displays information about each agent to help you manage them. For more information, see [Agents and Scalability](#).



Agent Information and Command

You can obtain information on agents and activate or deactivate them using the command to the right of each agent in the list.

The **Workers** section displays the current tasks of each agent along with the details of its status (Idle or Busy), description and priority.

Agent ID	Host	Version	License Status	Connection Status
2544f794-a271-4b3f-b57f-142753ac9ada Workers		12.99.8517.0		Connected Deactivate
List of agent workers showing their current tasks.				
Worker Id	Priority	Status	Task	
59f2fcb38470de05f4af1565	0	Idle	--	
59f2fcb38470de05f4af1566	0	Idle	--	
59f2fcb38470de05f4af1567	3	Idle	--	

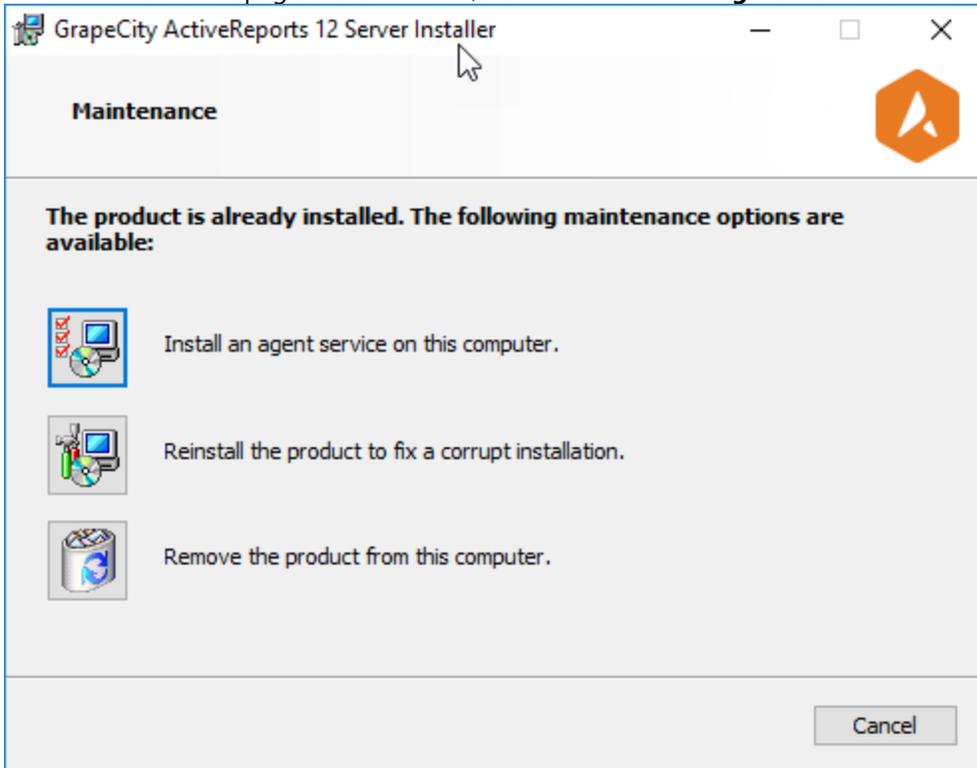
Column Descriptions

Column	Description
Agent ID	Displays a unique internal identification code for the agent.
Host	Displays the name of the hosting machine.
Version	Displays the ActiveReports Server version number.
License Status	Displays licenses and serial numbers for licensed agents, or lets you know when no license is available. If the agent is disabled or cannot connect, the license goes back into circulation, and the license status is N/A.
Connection Status	Displays the state of the connection: Connected or Cannot Connect .
Deactivate (or Activate)	Takes the agent out of action, but allows you to enable it later. It remains connected, but no tasks are assigned to it, and its license is freed up for use by another agent. You can deactivate an agent and re-activate it to force it to check for an available license. When a new agent is installed, it is deactivated until an Administrator activates it.
Workers	
Worker ID	Describes a unique ID for the worker.

Priority	Describes the priority of the worker: 1 indicates the highest priority .
Status	Describes the status of worker: Idle or Busy.
Task	Displays the current task in execution by a worker of the agent, for example, Render report, Export report, Test connection, etc.

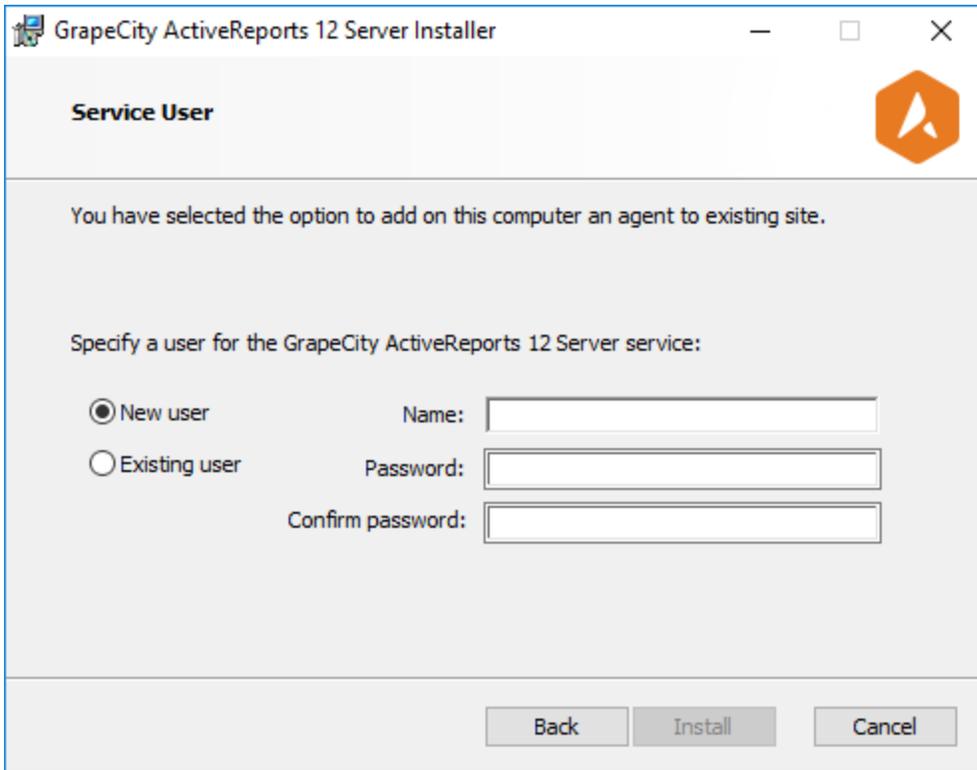
Installing agent in a same environment as server

1. On the Maintenance page of the installer, select the **Install an agent service on this computer** option.



2. In the **Service User** dialog that appears, enter the account information and click **Install** to start the installation.

 **Note:** The ActiveReports 12 Server internally uses its own Windows service, and it is necessary to register the service on the system. In this dialog, the account is set to register or execute the service. You can set an already registered account or you can create a new account.



The screenshot shows a Windows installer window titled "GrapeCity ActiveReports 12 Server Installer". The window has a standard Windows title bar with minimize, maximize, and close buttons. The main content area is titled "Service User" and features the GrapeCity logo in the top right corner. The text inside the window reads: "You have selected the option to add on this computer an agent to existing site." Below this, it says "Specify a user for the GrapeCity ActiveReports 12 Server service:". There are two radio button options: "New user" (which is selected) and "Existing user". To the right of the "New user" option are three text input fields labeled "Name:", "Password:", and "Confirm password:". At the bottom of the window, there are three buttons: "Back", "Install", and "Cancel".

 **Caution:**

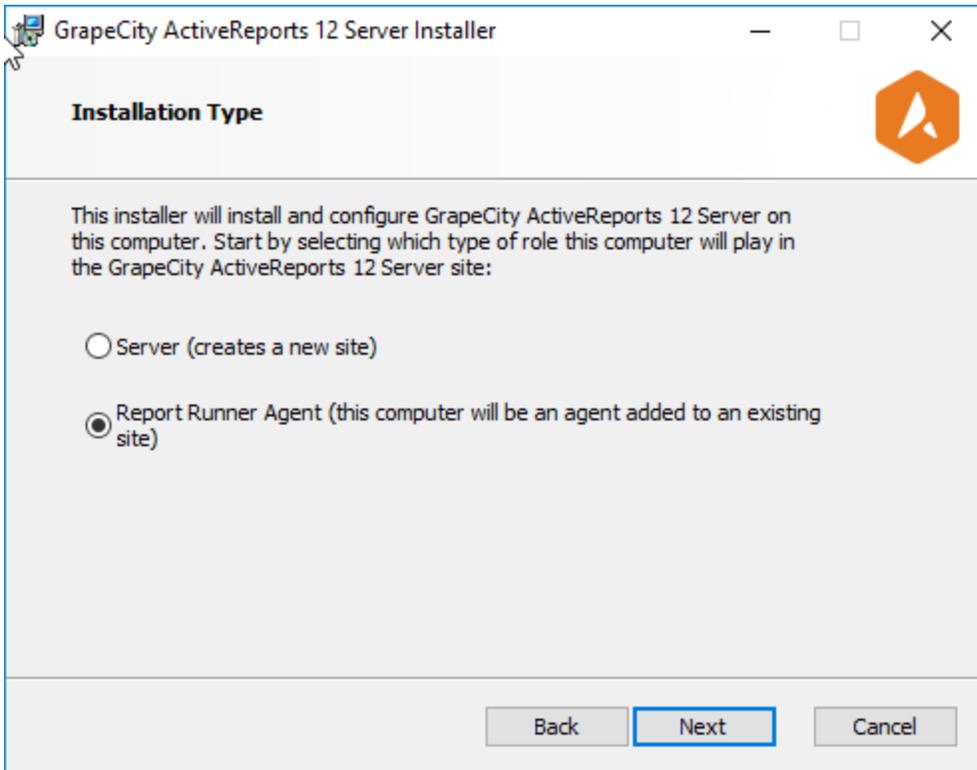
- If there are not enough rights in the account, then the agent does not work. If you are not sure about the settings, please select **New user** and create a new account.
- Depending on the policy settings of the server, the created account may have a password deadline. Please check the password deadline of the created account and change it to remove the deadline.

Installing agent in a different environment from the server

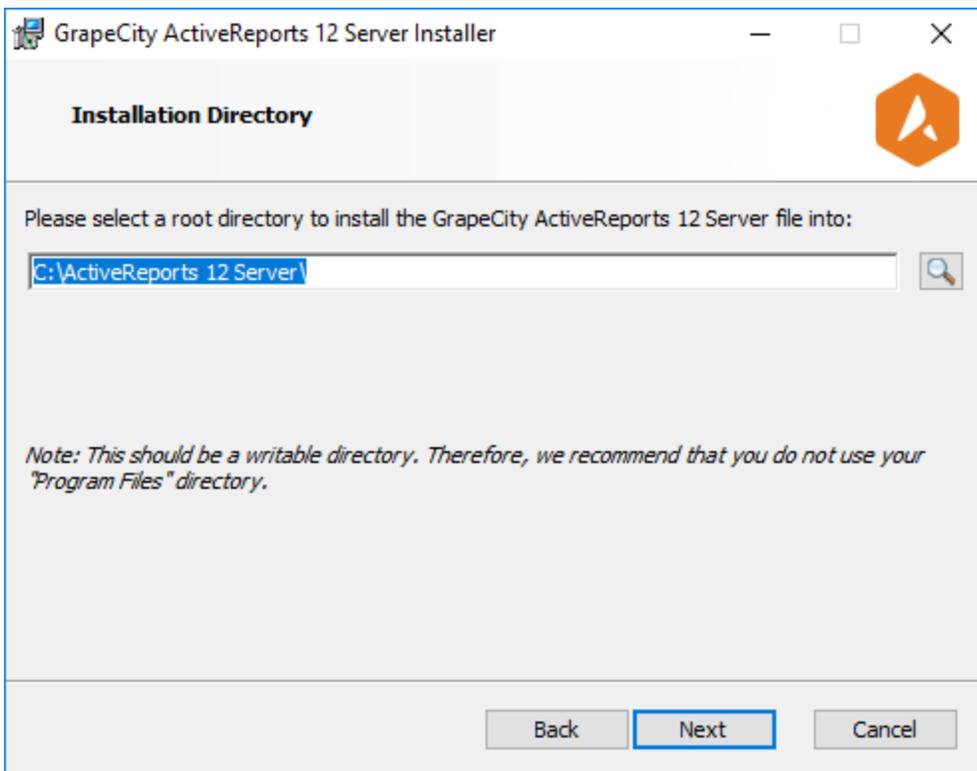
1. On the Installation Type page of the installer, select **Report Runner Agent** and click **Next**.

 **Note:**

- Both server and agent virtual machines should exist on same Virtual Network.
- If you run agent specific installer downloaded from 'Dashboard' page of Administrator site, then these steps gets skipped.

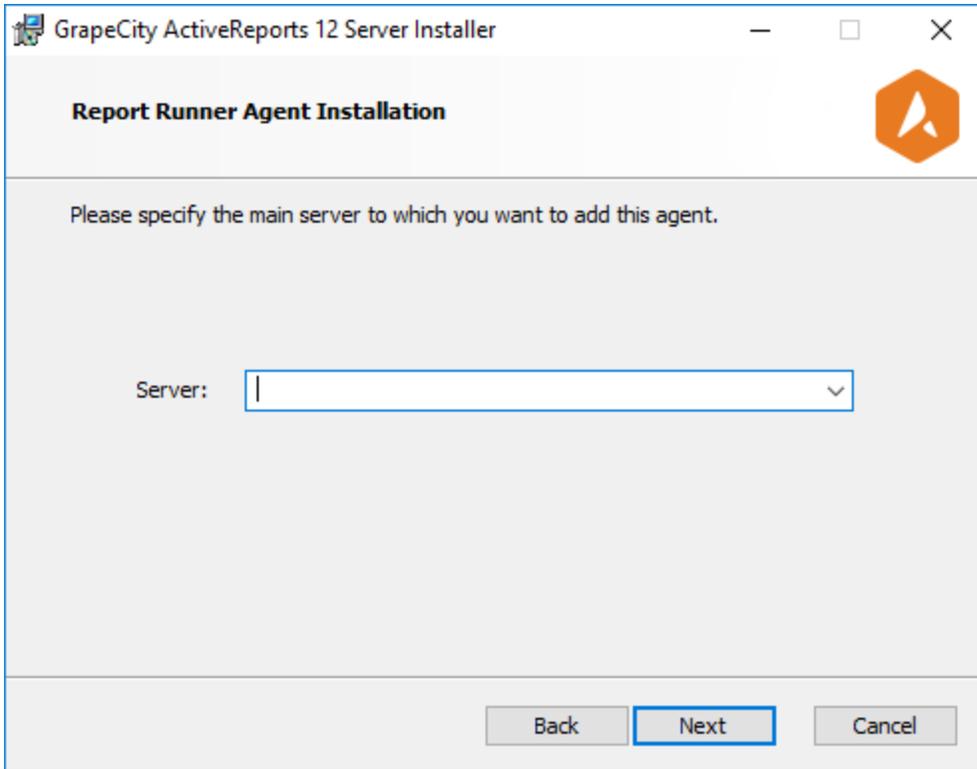


2. Specify the folder to install the agent. By default, agents are installed in C:\ActiveReports 12 Server directory. Confirm the installation directory and click **Next**.



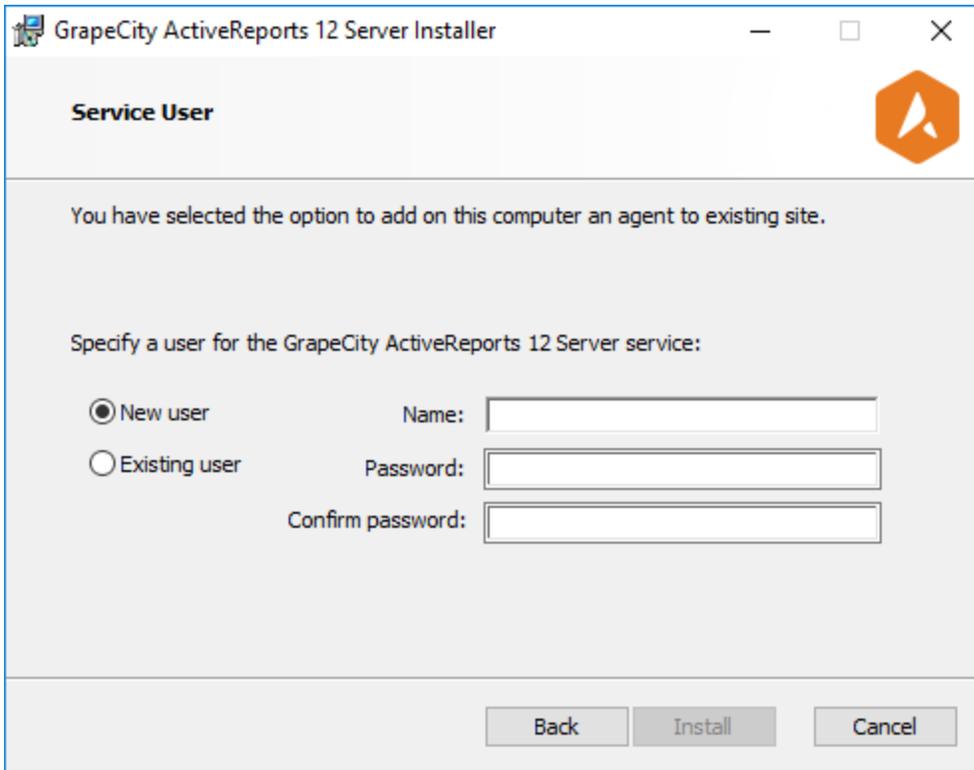
3. Select the main server in which you want to add the agent and click **Next**. A server that can add agents gets displayed in the drop-down menu.

 **Note:** When installing **Server** and **Report Runner agent** of ActiveReports Server in separate virtual machines on Microsoft Azure, the main server does not appear in the list. In that case, please directly enter the name of Azure's virtual machine and port ": 4040" where you installed the main server. For example, if the name of the virtual machine is "activereports - server - vm", input "activereports - server - vm:4040. This method is enabled only when the Azure virtual machine deploy model is **Resource Manager**. In case of 'Classic' deploy model, you can not install server and agent even if you enter the name of the virtual machine directly.



4. In the **Service User** dialog that appears, enter the account information and click **Install** to start the installation.

 **Note:** The ActiveReports 12 Server internally uses its own Windows service, and it is necessary to register the service on the system. In this dialog, the account is set to register or execute the service. You can set an already registered account or you can create a new account.

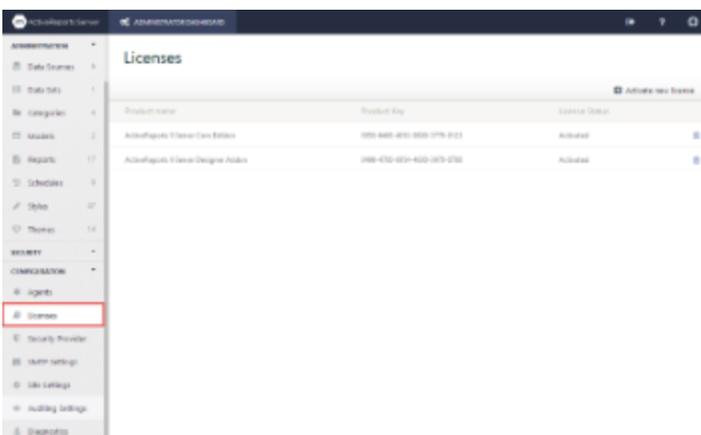


Caution:

- If there are not enough rights in the account, then the agent does not work. If you are not sure about the settings, please select **New user** and create a new account.
- Depending on the policy settings of the server, the created account may have a password deadline. Please check the password deadline of the created account and change it to remove the deadline.

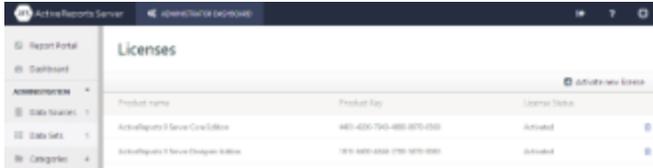
Managing Licenses

When you purchase an initial license, you receive a product key to unlock them. You can manage these licenses on the Administrator Dashboard Licenses page. For more information, see [Agents and Scalability](#).



License Information and Commands

You can obtain information on licenses and remove them using the command to the right of each license in the list. You can add a new license using the command below the list.



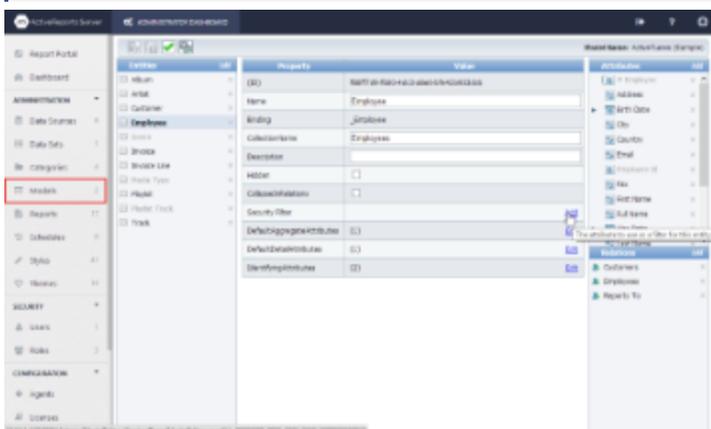
Column Descriptions

Column	Description
Product name	Displays the type of license you purchased, which may be a Trial, Core, and Designer Add-On Edition.
Product Key	Displays the product key that you received when purchasing the license.
License Status	Displays the status of the license, which may be Activated, or may show the number of days left on a trial license.
Delete license	Click Delete license button to remove a license from the list. This allows you to clean up any expired evaluation licenses.
Activate New License	Click this button to add a new license. It opens a dialog where you can enter your product key and activate the license online. See Activate a License for more information.

Managing Single Sign-On Security Providers

You can provide row-level security with security filters. While editing a model, you can add and delete security filters from entities, and modify existing ones, as well as configure and use an LDAP security provider. All of these functions are in the Model Editor, which you can access from the Administrator Dashboard.

Note: In order to use single sign-on security filters, you must first create a custom security provider. For information on creating custom security providers, please refer [Create a Custom Security Provider](#).



To use an Active Directory® or LDAP security provider

When using a Lightweight Directory Access Protocol (LDAP) security provider, you can create User Context attributes that map to LDAP user attributes, and use them in security filter expressions to enable single sign-on for your users.

Use an LDAP security provider

1. In the Configuration section of the Administrator Dashboard, click **Security Provider**. The Custom security provider drop-down list appears.
2. From the drop down list box, select **Active Directory**.
3. In the **Security Provider Settings** that appear, enter a value for each of the properties.
4. Below the Security Provider Settings, in the **Define mappings** section, click on **Add row** button..
5. In the boxes that appear, enter a valid **User Context Attribute Name**, and a **LDAP User Attribute Name** that you will be able to select when you create security filters in the model editor. (See the **To create a new security filter** section below.)

To add your new security provider to the server

Once you have compiled your custom security provider into a DLL, you can begin using it to filter entities in your models.

Add a new security provider

1. In Windows Explorer, create a SecurityProviders folder on the same level as your site, for example, if you have C:\ActiveReports 12 Server, create the folder C:\ActiveReports 12 Server\SecurityProviders.
2. Copy your custom security provider DLL file into the new folder.
3. In the Configuration section of the Administrator Dashboard, click **Security Provider**. The Custom security provider drop-down list appears.
4. Drop down the list and select your new security provider.
5. Depending on your security provider, there may be settings that you can select.
6. When you have the settings the way that you want them, click the **Apply changes** button. The security filter becomes available to your model entities.

To delete a security provider

You can stop the server site and remove security providers from ActiveReports Server.

Delete a security provider

1. Open Internet Information Services (IIS) Manager, and expand the **Sites** node.
2. Select the **ActiveReports 12 Server** site, and on the right, in the Manage Web Site section, click **Stop**.
3. In Windows Explorer, locate your SecurityProviders folder.
4. Delete the DLL containing the security provider that you long longer wish to use. The provider is removed from the list.
5. Back in IIS, with the ActiveReports 12 Server site selected, in the Manage Web Site section, click **Start**.

To create a new security filter

When you create a security filter, you can re-use it for other entities that contain the attribute on which the filter expression is based, providing row-level security for your data.

Create a new filter

1. Select the model to which you want to add a filter, and then click **Edit model** button. The model editor appears.

2. Select the entity that you want to filter. The editable properties appear in the center workspace.
3. Next to **Security Filter**, click the **Add** command. The Edit Security Filter dialog appears.

4. In the box next to **Filter Name**, enter a name for your filter.
5. With **Filter Expression** selected, click the ellipsis button to open the Select Attribute dialog where you can select an attribute of the entity on which to filter data, and click **OK**.
6. Drop down the list next to the attribute to select whether to display data that **equals** or does **not equal** the following value.
7. Drop down the list to the right, and select a User Context Attribute Name mapping against which to filter the selected attribute.
8. Click the **Apply** button to create the filter, or to discard the changes, click **Cancel**.

To use an existing filter

You can re-use security filters with other entities that use the same attributes.

Use an existing filter

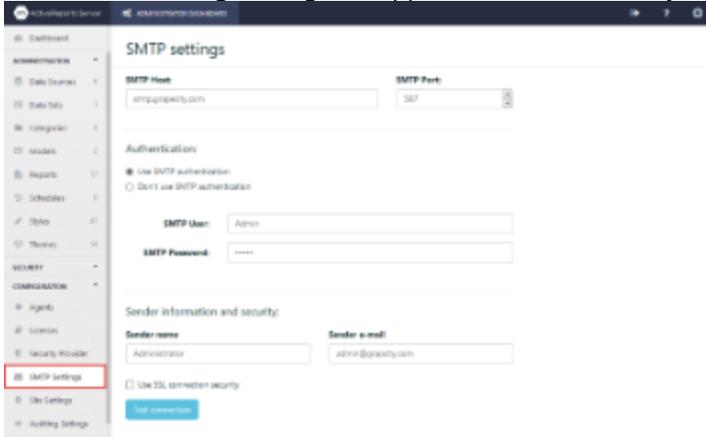
1. In the Administration section of the Administrator Dashboard, click **Models**. The Models list appears.
2. Select the model to which you want to add a filter, and then click **Edit model** button. The model editor appears.
3. Select the entity that you want to filter. The editable properties appear in the center workspace.
4. Next to **Security Filter**, click the **Add** command. The Edit Security Filter dialog appears.
5. In the box next to **Filter Name**, enter a name for your filter.
6. With **Use existing filter** selected, click the ellipsis button to open the Select Existing Filter dialog where you can select a previously created filter (if it is based on an attribute shared by this entity), and click **OK**.
7. Click the **Apply** button.

Configuring Email

To ensure that error reporting and password reminders function properly for your site, you can configure the SMTP settings. The report server also uses these settings to connect with the e-mail server to deliver scheduled reports. You can configure e-mail SMTP settings from the Administrator Dashboard.

To configure e-mail from the Administrator Dashboard

1. From the Administrator Dashboard, at the bottom left under Configuration, click **SMTP Settings**.
2. In the SMTP Settings dialog that appears, enter values for your SMTP server.



- **SMTP host** Enter the host address for your server, usually with syntax like "smtp.yourdomainname.com."
 - **SMTP port** Enter the port number for your server, for example, 587.
 - **Use SMTP authentication** Select this check box to add a user name and password.
 - **Sender e-mail** Enter the e-mail address to use as the return address for error reporting, password reminders, and scheduled report delivery.
 - **Sender name** Enter the name to use for the sender.
 - **Use SSL** Select this check box to enable the Secure Sockets Layer protocol.
3. When you have finished entering the values for your server, click **Apply changes**.

Troubleshooting

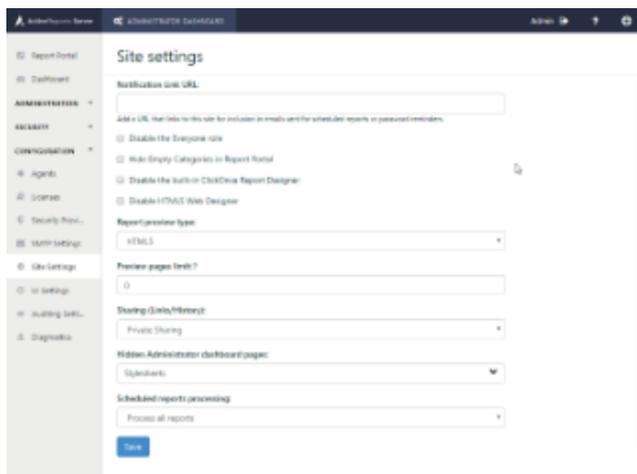
The table below explains the possible reasons for e-mail failure messages that you may get in the diagnostic report.

Cause	Error description
Incorrect host	System.Net.Mail.SmtpException: Failure sending mail. ----> System.Net.WebException: Unable to connect to the remote server ----> System.Net.Sockets.SocketException: A connection attempt failed because the connected party did not properly respond after a period of time, or established connection failed because connected host has failed to respond.
Incorrect port	System.Net.Mail.SmtpException: Failure sending mail. ----> System.Net.WebException: Unable to connect to the remote server ----> System.Net.Sockets.SocketException: A connection attempt failed because the connected party did not properly respond after a period of time, or established connection failed because connected host has failed to respond .
Incorrect login	System.Net.Mail.SmtpException: The SMTP server requires a secure connection or the client was not authenticated. The server response was: 5.7.1 Authentication required.
Incorrect password	System.Net.Mail.SmtpException: The SMTP server requires a secure connection or the client was not authenticated. The server response was: 5.7.1 Authentication required.
Incorrect sender e-mail	System.Net.Mail.SmtpFailedRecipientException: Mailbox name not allowed. The server response was: 5.7.1 <INCORRECT_EMAIL>: Sender address rejected: not owned by user CORRECT_EMAIL.
SSL is enabled	System.Net.Mail.SmtpException: Error in processing. The server response was: 4.3.0 Error: queue file

but not required	write error. OR System.Net.Mail.SmtpException: Failure sending mail. ----> System.IO.IOException: Unable to read data from the transport connection: net_io_connectionclosed.
SSL is disabled but required	System.Net.Mail.SmtpException: Failure sending mail. ----> System.IO.IOException: Unable to read data from the transport connection: net_io_connectionclosed.
SMTP authentication is enabled but not required	System.Net.Mail.SmtpException: The SMTP server requires a secure connection or the client was not authenticated. The server response was: 5.7.1 Authentication required.
SMTP authentication is disabled but required	System.Net.Mail.SmtpException: The SMTP server requires a secure connection or the client was not authenticated. The server response was: 5.7.1 Authentication required.

Site Settings

ActiveReports Server lets you manage a number of site settings. The following settings are available to the administrator.



Notification Link URL

The Notification Link URL field allows you to enter the URL address of the server that hosts ActiveReports Server. The URL specified in the **Notification Link URL** field is included in the notification link that goes out to the users via email. When you schedule reports and choose **Email** as the delivery type, and **As Link** as your delivery method, the email that goes out to your users contains a link to the report location.

For example, if you enter 'http://localhost:3000'; in the **Notification Link URL** field, the following link is in the email notification.

<http://localhost:3000/?view=changePassword&key=VAAtHJJrIdNySQdknuC15KcfQL6M>

Disable the Everyone role

Check this option to disable the **Everyone** role that contains all users by default.

If the **Everyone** role is disabled, it is not visible to users on the report **Information** tab (**Permissions** section) located to the right of a selected report on the Report portal.

Hide Empty Categories in Report Portal

Check this option to hide any system categories that do not have any reports.

Disable the built-in ClickOnce Report Designer

Check this option to disable designing the Developer reports - RDL, Page, and Section - using the built-in ClickOnce Report Designer.

Disable HTML5 Web Designer

Check this option if you want to use the legacy Flash based Designer for Semantic Reports. We recommend to keep this unchecked to use the new designer for RDL and Semantic Reports.

Compatibility with Web Designer

- The Table data region in an existing report, when opened in the Web Designer, is converted into Tablix.
- When an existing semantic report is opened in the Web Designer, it gets converted to an rdl based semantic report.
- The reports created in Web Designer can not be opened in Flash Designer.

Report preview type

ActiveReports Server provides you with an option to view your reports in the **HTML5 Viewer** or **Flash Viewer**. Select **HTML5** or **Flash** from the **Report preview type** dropdown and click the **Save** button to apply the selected changes.

Preview pages limit

On ActiveReports Server, you can control the number of pages to be rendered on HTML5Viewer while previewing RDL or Page reports. In this setting, specify the maximum number of report pages that you want your users to view. Users can still view full report using '**Partial Data. Run Full Report**' option, or view partial report using '**Cancel Report**' option.

Sharing (Links/History)

ActiveReports Server allows you to provide different settings for scheduling links and history. Scheduling links and history are visible to the user depending upon the settings the administrator selects here. You can select from the following settings.

Public Access - Everyone can share links and history when scheduling.

Role Access - Select which roles can share links and history when scheduling.

Private Sharing - Select a particular user who can share links and history when scheduling.

Hidden Administrator dashboard pages

ActiveReports Server provides you with an option to hide pages from the Administrator dashboard. To hide a page in the dashboard, click beside the page name you want to hide and click the **Save** button. You can select multiple pages to hide in the Administrator dashboard.

Scheduled reports processing

On ActiveReports Server, you can control schedule execution for an empty report, which is a report without data. There are several conditions to define an empty report.

- A report with no report items.
- A report with report items with static data.
- A report with report items except the data region controls - Table, Matrix, Chart, List, Tablix, Bandedlist that are set to expressions containing the dataset fields and/or parameters.
- A report with Table, Matrix, Chart, List, Tablix, Bandedlist report items where
 - a Table/Tablix/List/BandedList/Map is bound to a dataset that returns no data.
 - a Chart has an empty plot area.
 - a List or a BandedList is bound to a dataset that returns non-empty data but without report items.
 - a Map is bound to a dataset that returns non-empty data but no layer is bound to a dataset.

You can select from the following settings.

Don't process empty reports - the schedule result for an empty report will not be delivered.

Process all reports - the default setting where the schedule result is delivered to all reports.

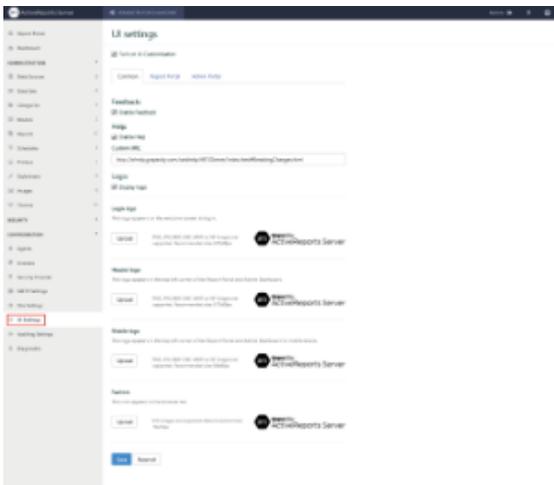
 **Note:** The new settings are not applied to section reports.

UI Settings

ActiveReports Server lets you change the appearance of the Administrator Dashboard and the Report Portal. You can customize the following UI elements of ActiveReports Server:

- Page title - Set up the title to display in the browser tab.
- Theme, header color, and sidebar color - Select from predefined themes to change the whole look and feel, and modify the individual text and background colors for the header and sidebar.
- Help and Feedback - Toggle Help and Feedback buttons off or on, and change the link to your own help page.
- Logo and Favicon - Change the ActiveReports Server logo and favicon (the icon that shows in the browser tab) to your company's logo.

The following settings are available to the administrator.



To customize UI elements

1. In the Administrator Dashboard sidebar menu, expand the Configuration section and click **UI Settings**.
2. Select the **Turn on UI Customization** check box to enable customization. The **Common, Report Portal**, and **Admin Portal** tabs appear.

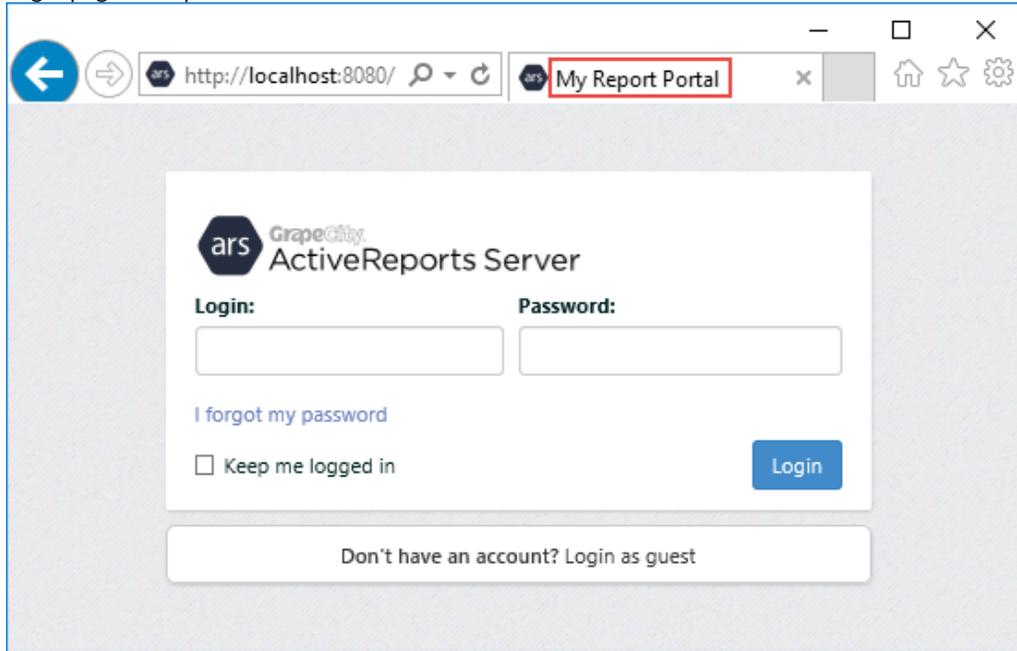
 **Note:** The following steps assume that you have already enabled UI customization using the above steps.

To customize the page title

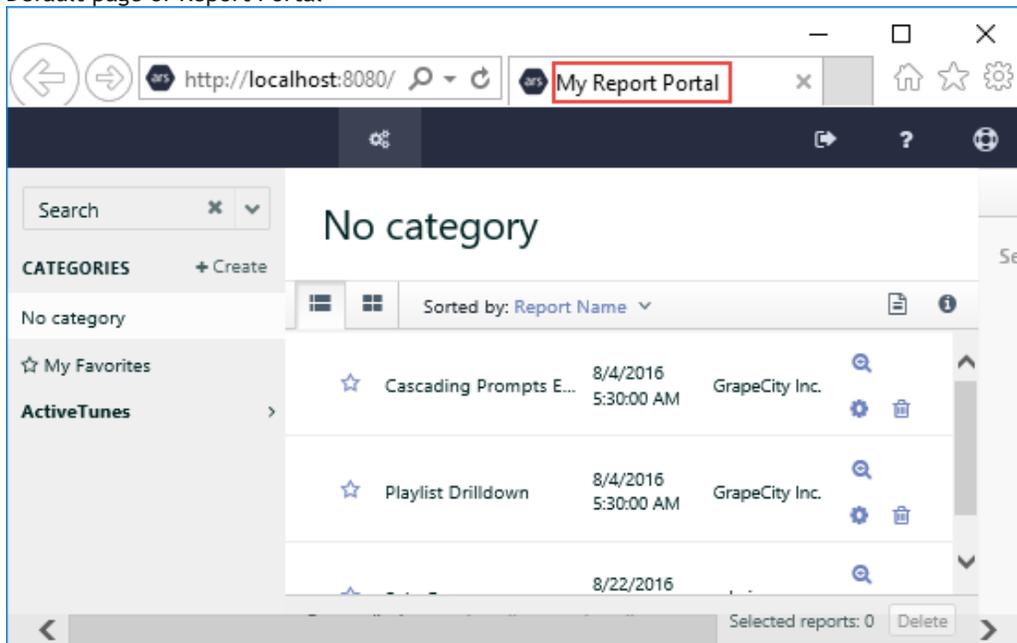
Report Portal

1. Select the **Report Portal** tab.
2. Enter the page title under Report Portal Title.
3. Click **Save**. This changes the title displayed in the browser tab for all pages of the Report Portal, including the login page.

Login page of Report Portal



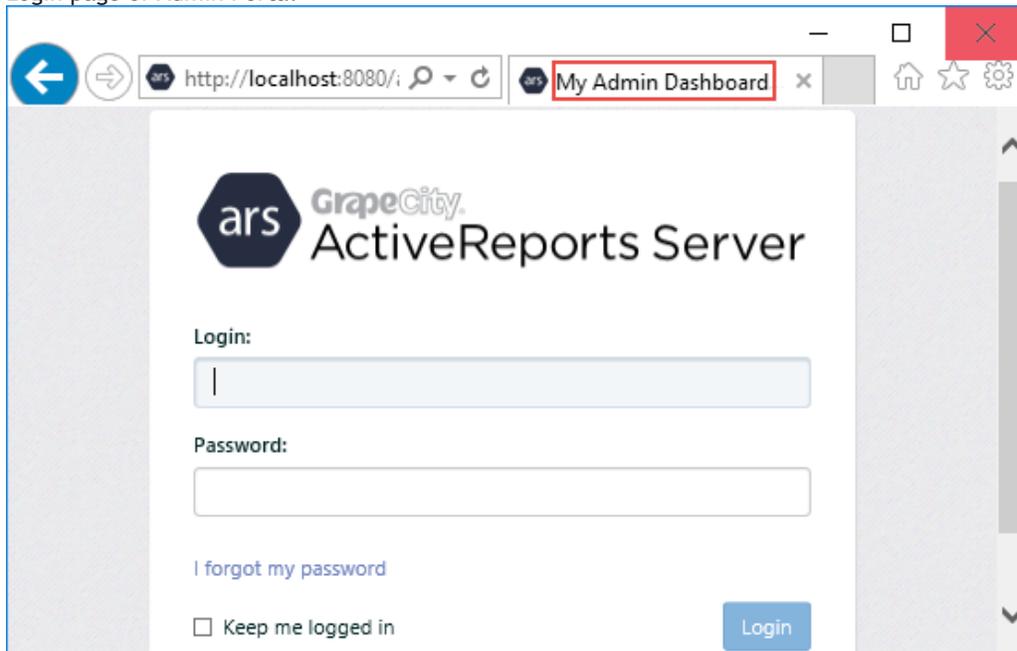
Default page of Report Portal



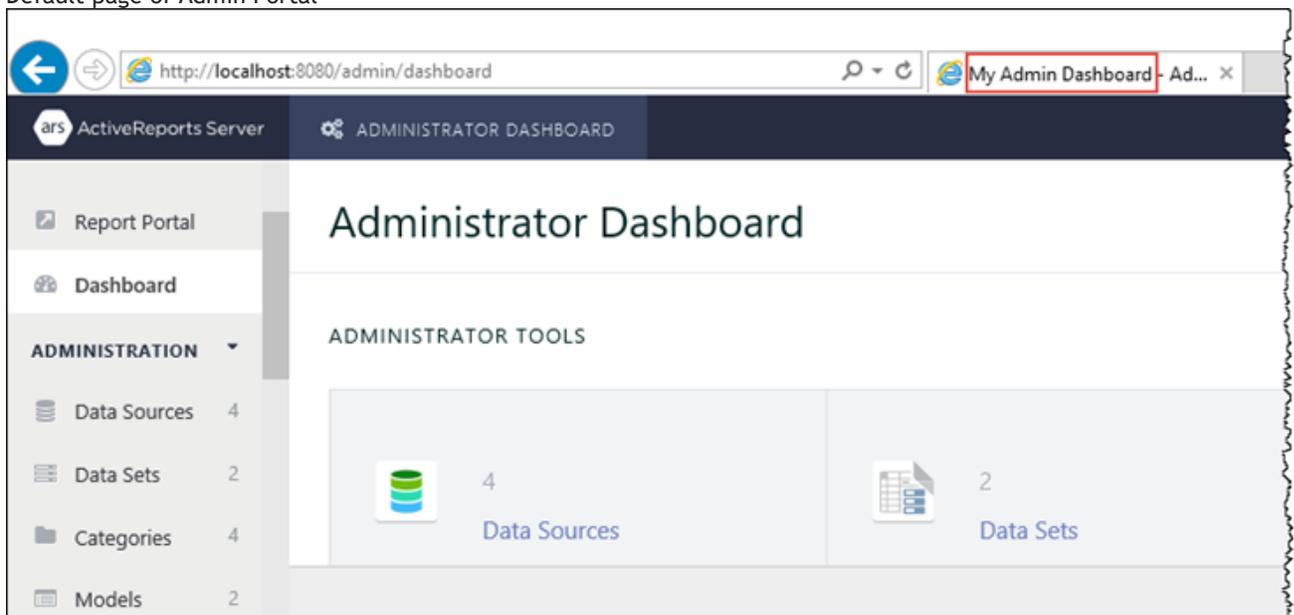
Admin Portal

1. Select the **Admin Portal** tab.
2. Enter the title under Admin Portal Title.
3. Click **Save**. This changes the title displayed in the browser tab for all pages of the Admin Portal, including the login page.

Login page of Admin Portal



Default page of Admin Portal

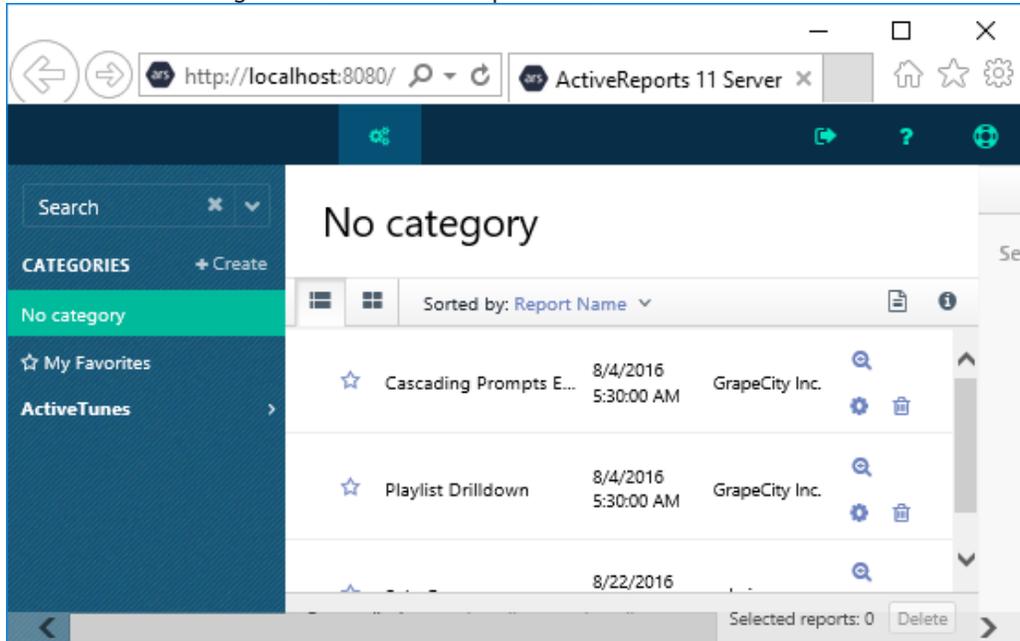


To apply and customize a predefined theme

ActiveReports server provides multiple predefined themes. You can choose from default, aurora, cloudy, contrast, light, superhero, and winter themes. You can further customize the themes by overriding the colors of the header and sidebar areas to match your requirement.

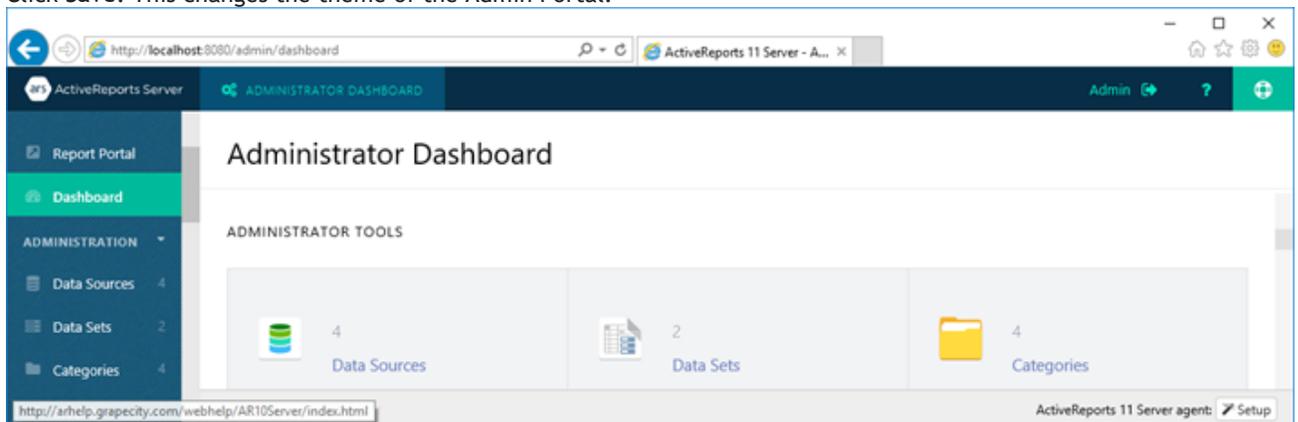
Report Portal

1. Select the **Report Portal** tab.
2. Select a theme from the dropdown menu.
3. Click **Save**. This changes the theme of the Report Portal.



Admin Portal

1. Select the **Admin Portal** tab.
2. Select a theme from the dropdown menu.
3. Click **Save**. This changes the theme of the Admin Portal.



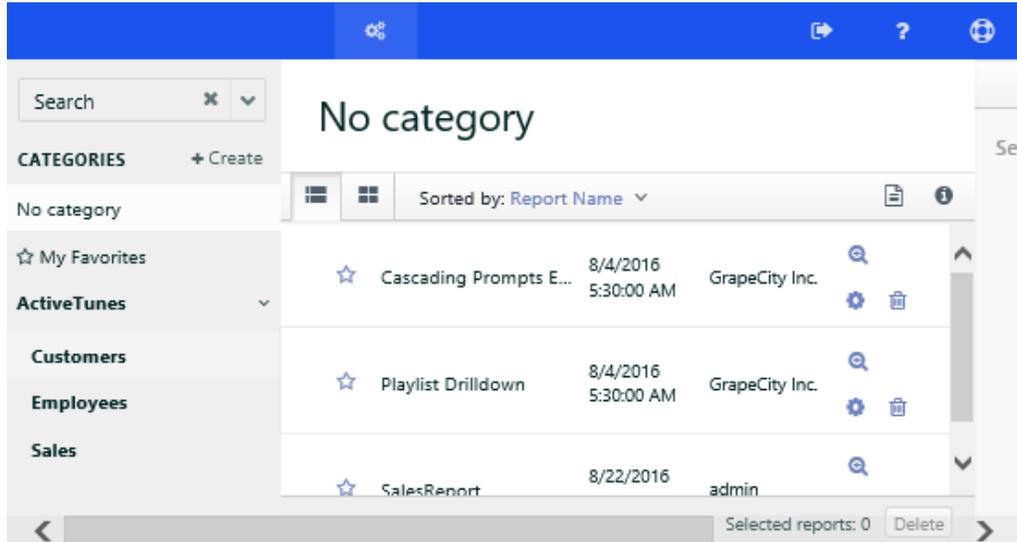
Header color

You can customize the color of the background, text, highlighted background, and hover background in the header area.

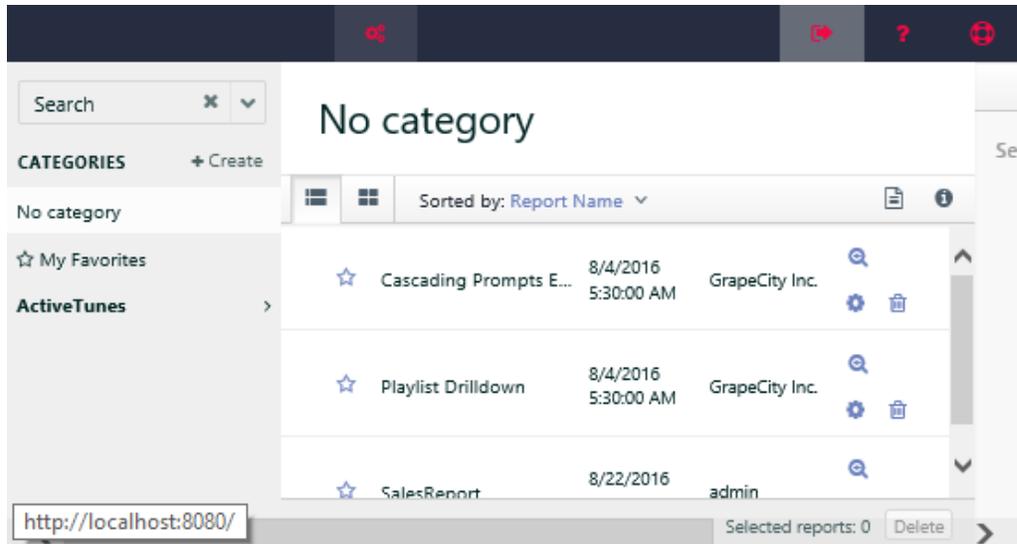
Report Portal

1. Select the **Report Portal** tab.
2. In the **Customize header colors** section, select a color from the palette to change any of the following header colors. You can preview the selected colors at the bottom of the **UI Settings** page, and click the reset button next to the color picker to revert to the default color.

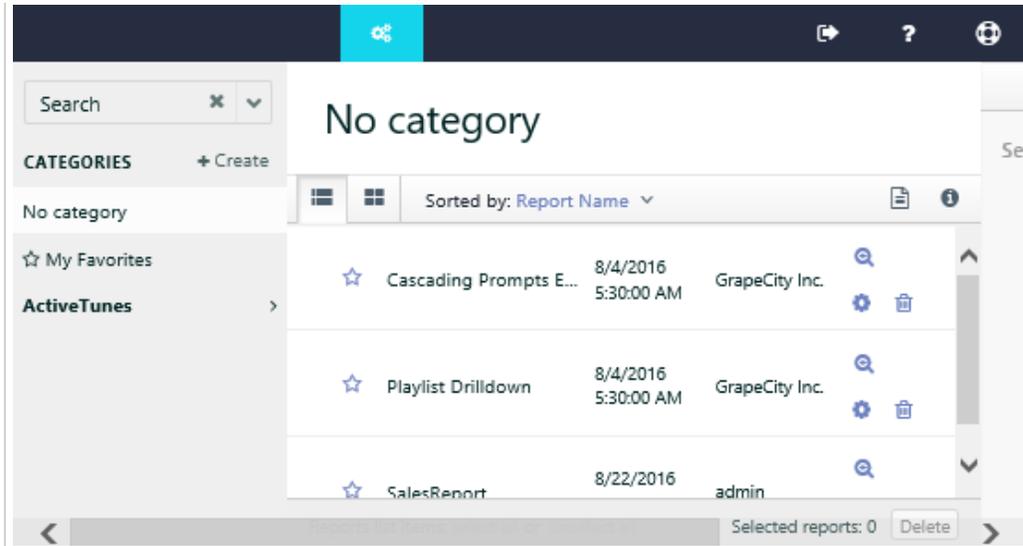
Background color



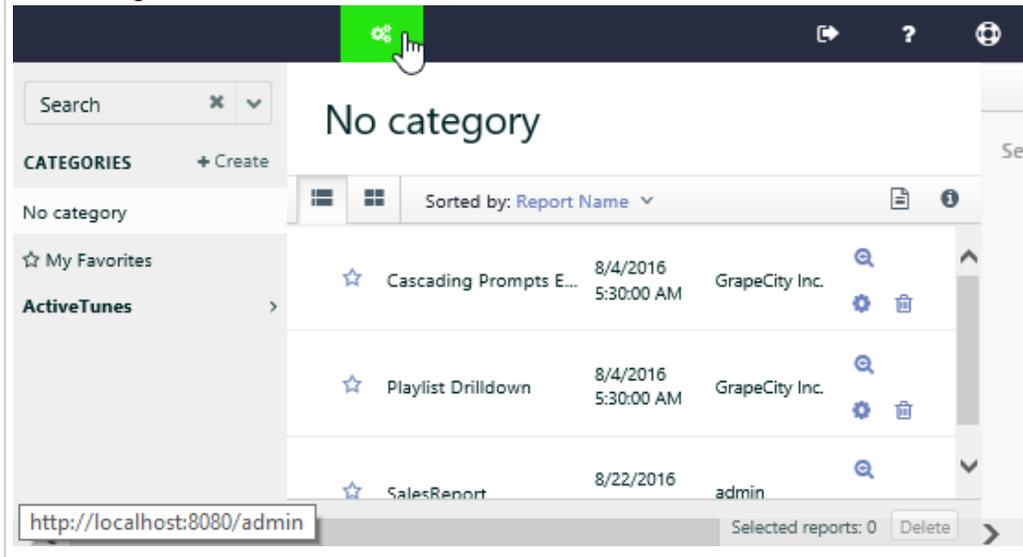
Text color



Highlighted background color



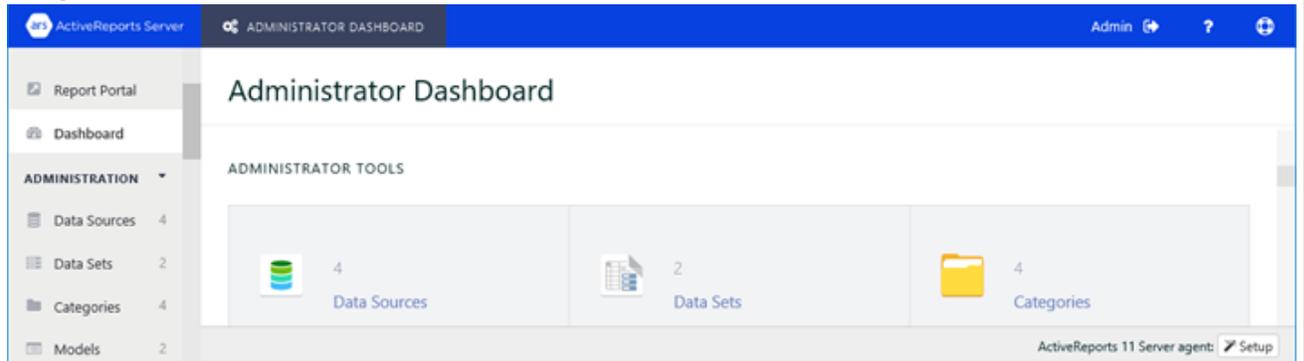
Hover background color



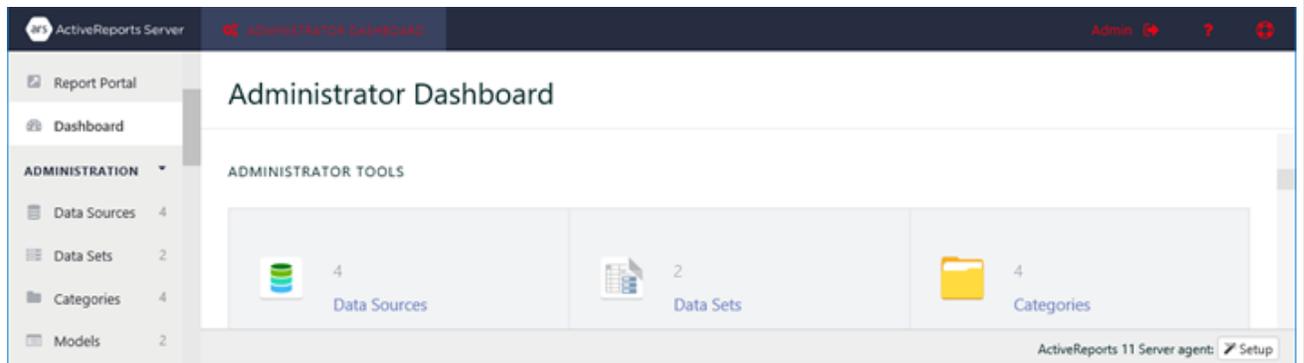
Admin Portal

1. Select the **Admin Portal** tab.
2. In the **Customize header colors** section, select a color from the palette to change any of the following header colors. You can preview the selected colors at the bottom of the **UI Settings** page, and click the reset button next to the color picker to revert to the default color.

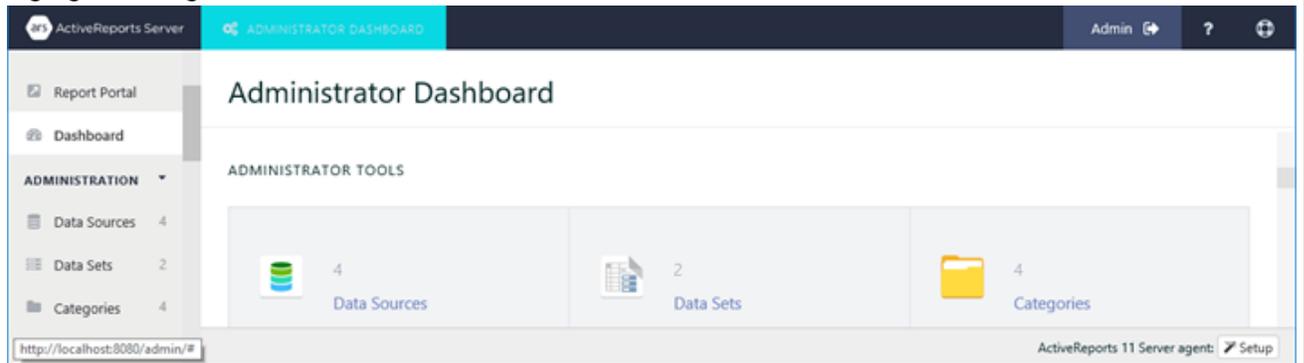
Background color



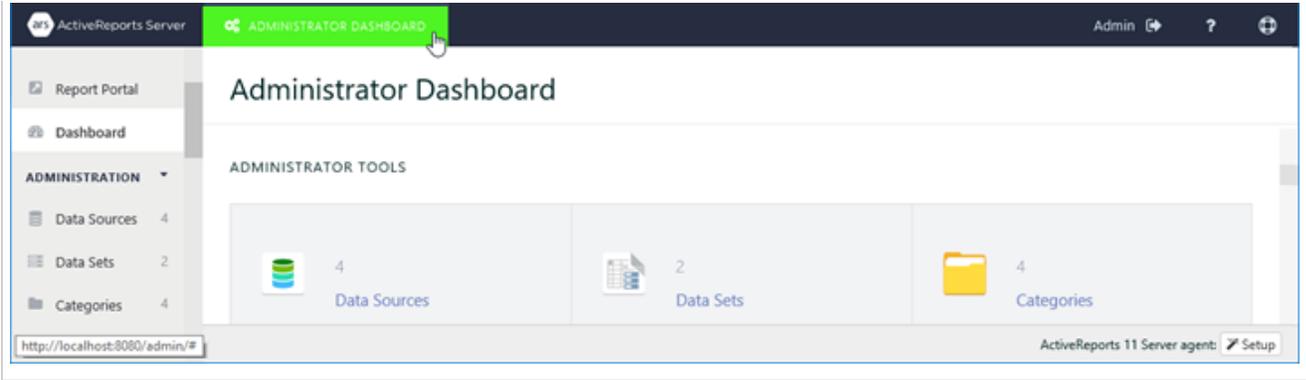
Text color



Highlighted background color



Hover background color



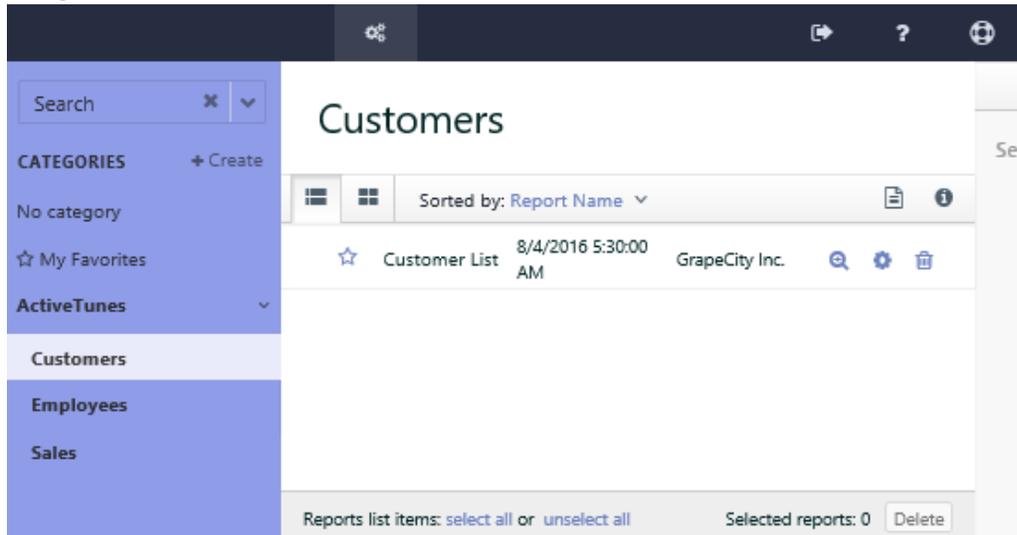
Sidebar color

You can customize the color of the background, text, active item background, and active item text in the sidebar area.

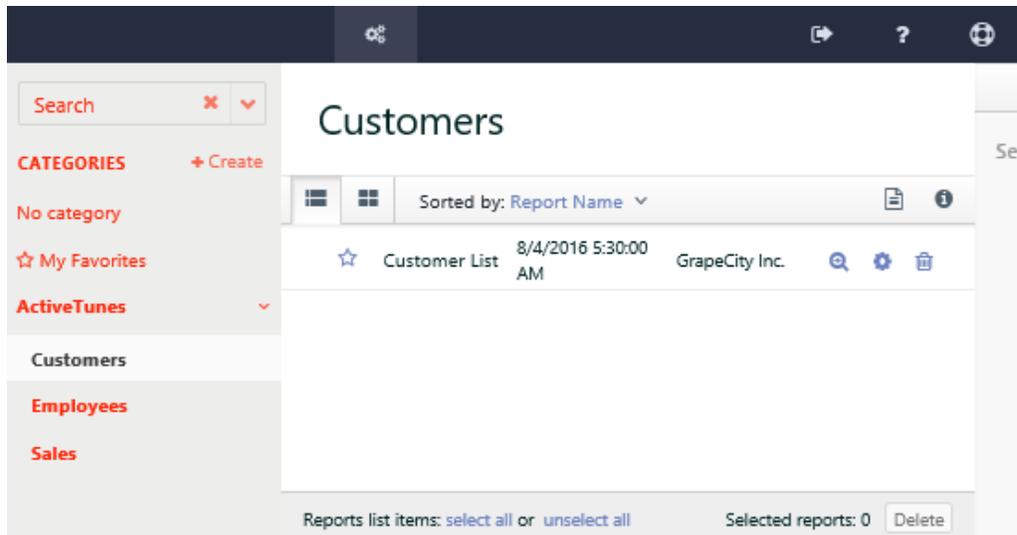
Report Portal

1. Select the **Report Portal** tab.
2. In the **Customize sidebar colors** section, select a color from the palette to change any of the following sidebar colors. You can preview the selected colors at the bottom of the **UI Settings** page, and click the reset button next to the color picker to revert to the default color.

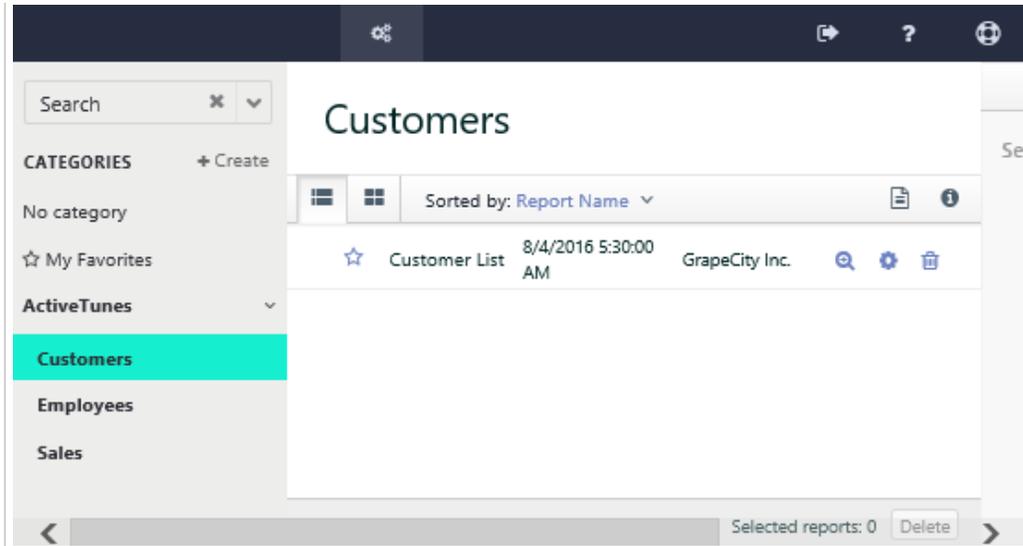
Background color



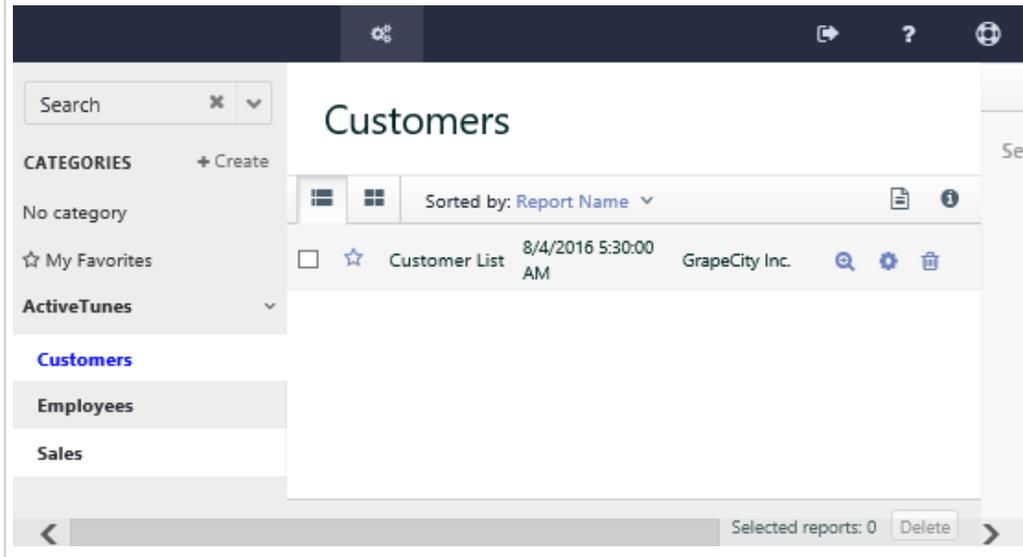
Text color



Active item background color



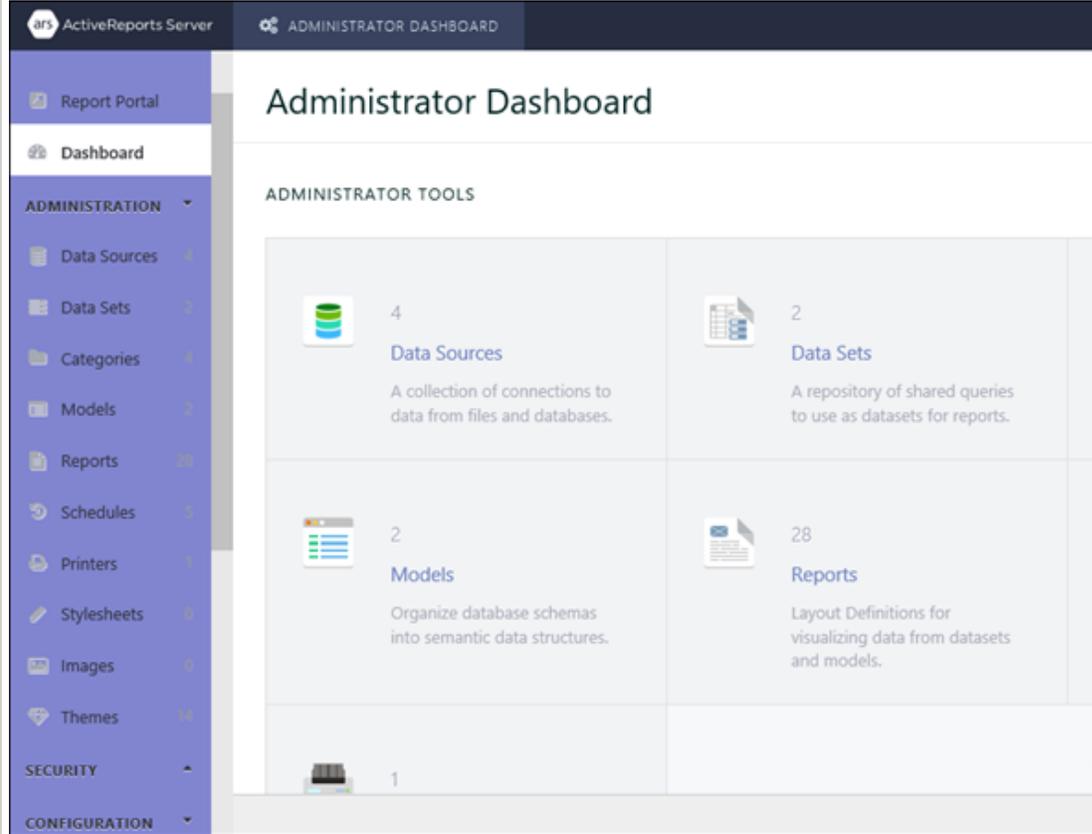
Active item text color



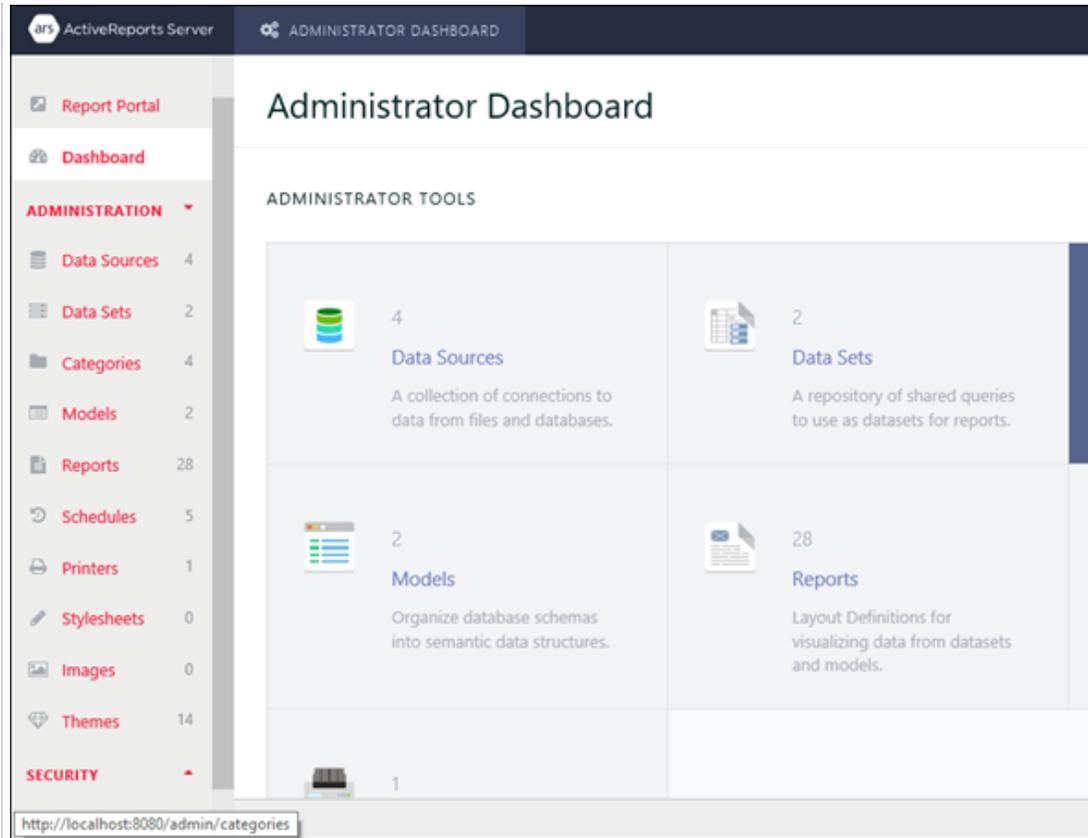
Admin Portal

1. Select the **Admin Portal** tab.
2. In the **Customize sidebar colors** section, select a color from the palette to change any of the following sidebar colors. You can preview the selected colors at the bottom of the **UI Settings** page, and click the reset button next to the color picker to revert to the default color.

Background color



Text color



Active item background color

The screenshot displays the 'ADMINISTRATOR DASHBOARD' for ActiveReports 12 Server. The main section is titled 'Reports' and features a table with columns for 'Report (Model)', 'Created', 'Created by', and 'Modified'. The table lists several reports, including 'Annual Sales Performance', 'Annual Sales Summary', 'Cascading Prompts Example', 'Customer List', 'Employee Orders', 'Employee Sales Summary', 'Genre Sales by Month', 'Monthly Sales Report', and 'Playlist Drilldown'. Each report entry includes a checkbox for selection and a small icon. The 'Cascading Prompts Example' row is highlighted with a light blue background. A sidebar on the left contains navigation links for 'Report Portal', 'Dashboard', 'ADMINISTRATION', 'Data Sources', 'Data Sets', 'Categories', 'Models', 'Reports' (highlighted in blue), 'Schedules', 'Printers', 'Stylesheets', 'Images', 'Themes', 'SECURITY', and 'CONFIGURATION'. At the bottom of the table, there is a text label 'Reports: select all or unselect all'.

Report (Model)	Created	Created by	Modified
<input checked="" type="checkbox"/> Annual Sales Performance ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
<input checked="" type="checkbox"/> Annual Sales Summary ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
<input type="checkbox"/> Cascading Prompts Example ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
<input checked="" type="checkbox"/> Customer List ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
<input checked="" type="checkbox"/> Employee Orders ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
<input checked="" type="checkbox"/> Employee Sales Summary ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
<input checked="" type="checkbox"/> Genre Sales by Month ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
<input checked="" type="checkbox"/> Monthly Sales Report ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
<input checked="" type="checkbox"/> Playlist Drilldown ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM

Active item text color

The screenshot shows the 'Reports' page in the ActiveReports 12 Server Administrator Dashboard. The page title is 'Reports' and it is sorted by 'Report name'. The table below lists several reports, all created on 8/4/2016 at 12:00:00 AM by GrapeCity Inc. The left navigation menu is expanded to show the 'Reports' section with 25 items.

Report (Model)	Created	Created by	Modified
<input type="checkbox"/> Annual Sales Performance ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
Annual Sales Summary ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
Cascading Prompts Example ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
Customer List ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
Employee Orders ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
Employee Sales Summary ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
Genre Sales by Month ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
Monthly Sales Report ActiveTunes (Sample)	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM
Playlist Drilldown	8/4/2016 12:00:00 AM	GrapeCity Inc.	8/4/2016 12:00:00 AM

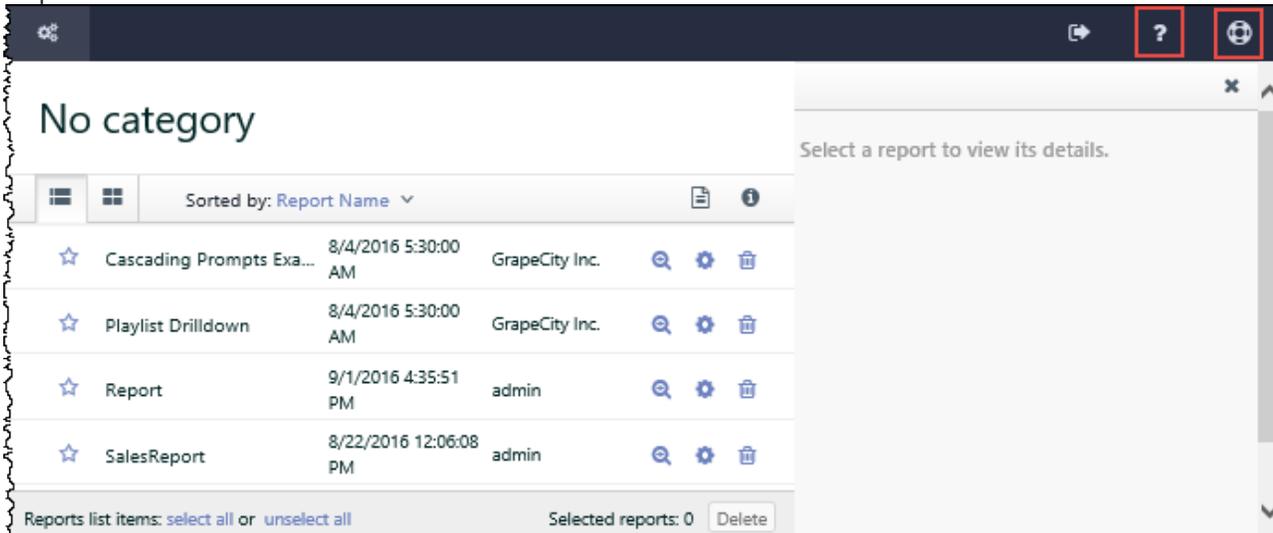
Reports: [select all](#) or [unselect all](#)

To toggle the Help and Feedback buttons

1. Select the **Common** tab. By default, **Enable Feedback** and **Enable Help** check boxes are selected.
2. Clear the **Enable Feedback** check box to hide the Feedback button, and clear the **Enable Help** check box to hide the Help button.
3. Click **Save**.

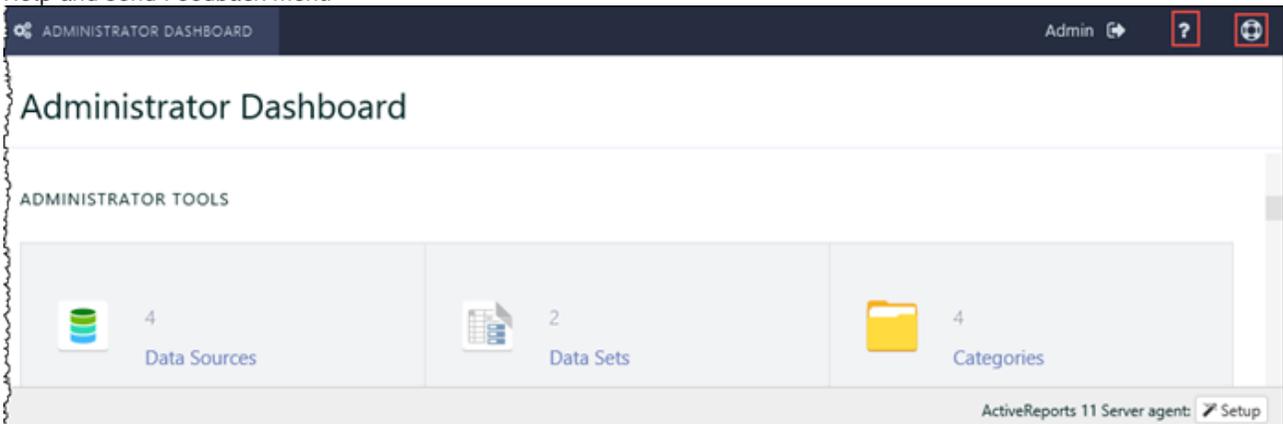
Report Portal

Help and Send Feedback menu



Admin Portal

Help and Send Feedback menu



To customize the help page URL

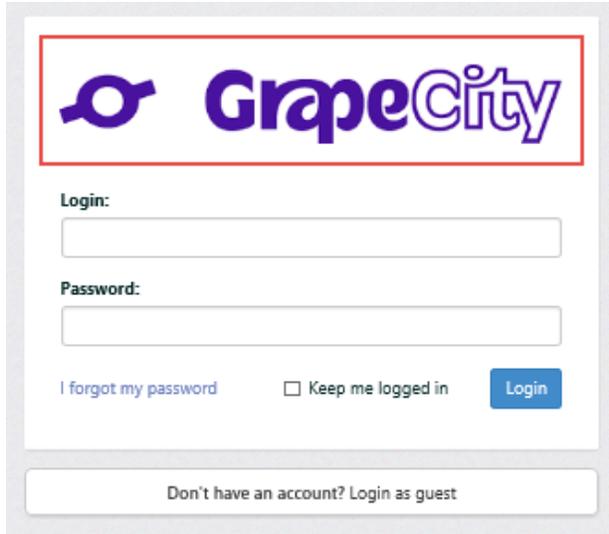
1. Select the **Common** tab.
2. Under **Custom URL**, enter the URL to which you want the Help button to navigate.
3. Click **Save**.

To customize the logo

1. Select the **Common** tab. By default, the **Display logo** check box is selected.
2. Keep the **Display logo** check box selected to customize the logos in ActiveReports Server - Login, Header, Mobile, and Favicon. Or clear the Display logo check box to hide all the logos.
3. Click the **Upload** button to open the **Upload a Logo** dialog. Drag an image file or click to upload an existing image file.
4. In the Upload a Logo dialog, click the **Upload** button.
5. Click **Save**.

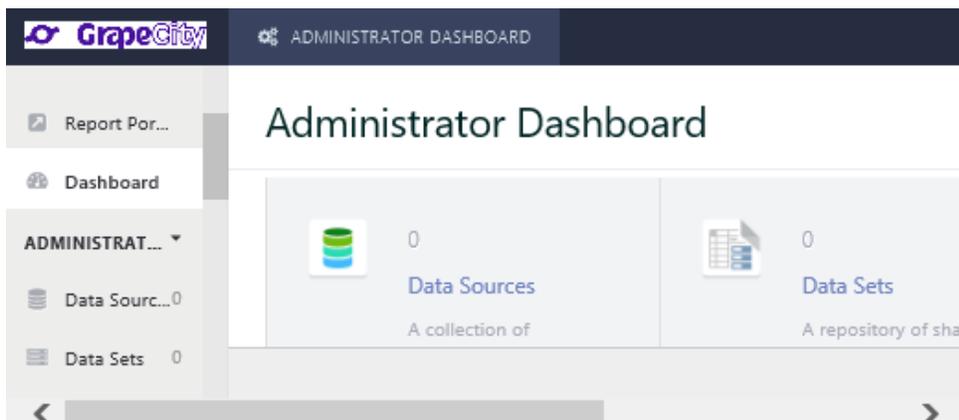
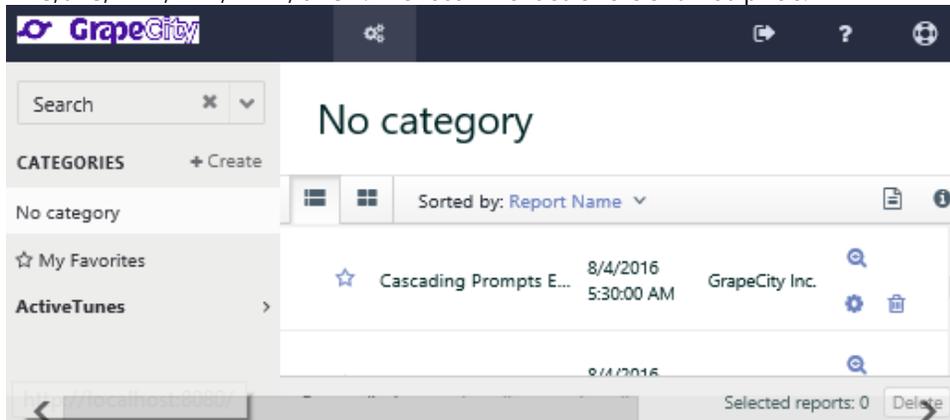
Login logo

The Login Logo appears on the welcome screen. The supported image types are PNG, JPG, BMP, EMF, WMF, or GIF. The recommended size is 420 x 68 pixels.



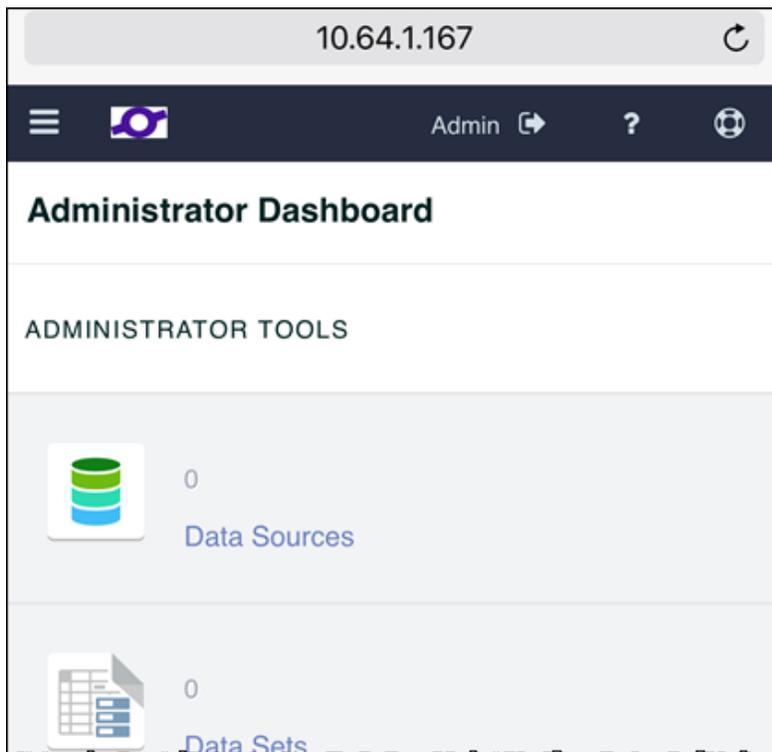
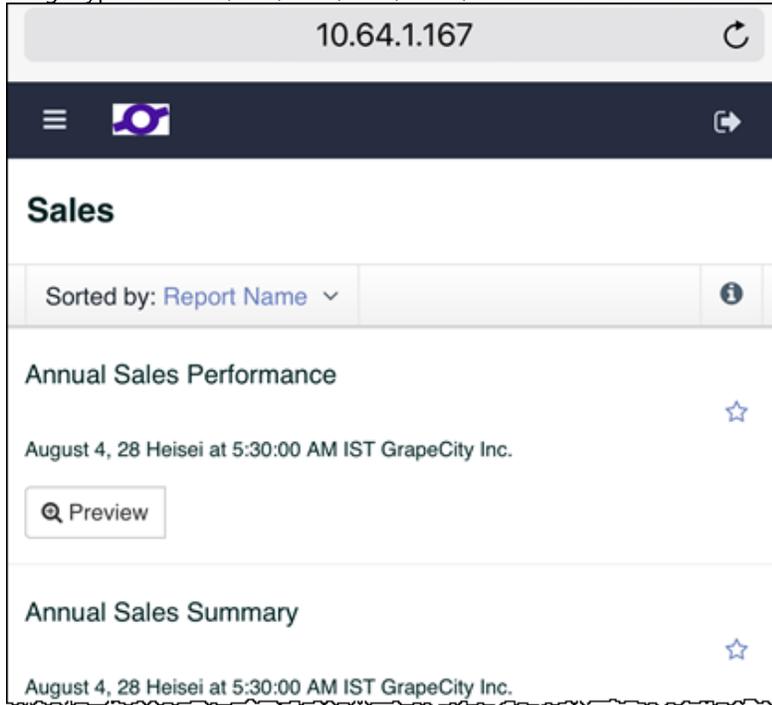
Header logo

The Header Logo appears on the top left corner of the Report Portal and Admin Dashboard. The supported image types are PNG, JPG, BMP, EMF, WMF, or GIF. The recommended size is 370 x 80 pixels.



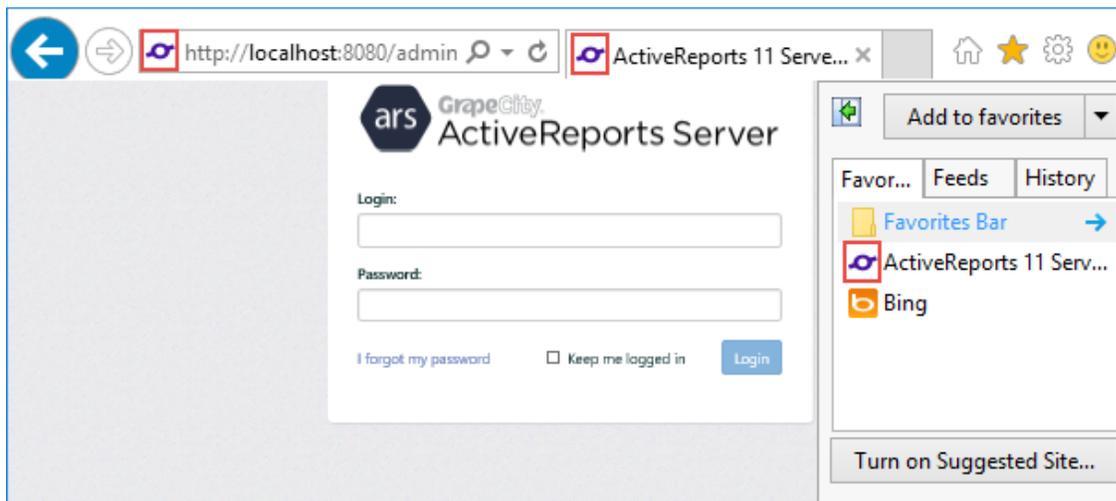
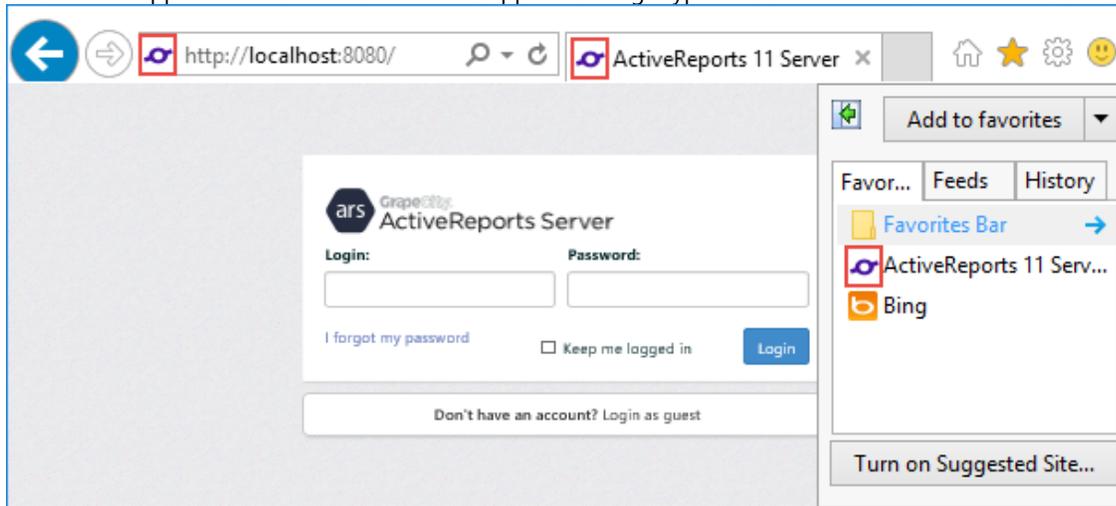
Mobile logo

The Mobile logo appears in the top left corner of the Report portal and Admin dashboard in mobile devices. The supported image types are PNG, JPG, BMP, EMF, WMF, or GIF. The recommended size is 60 x 60 pixels.



Favicon

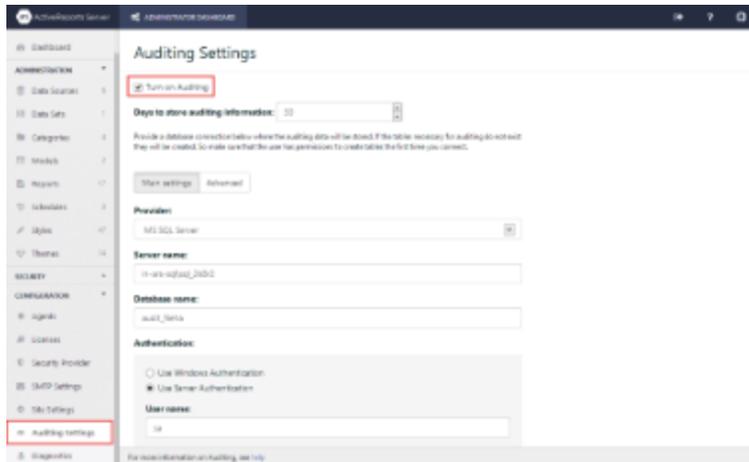
The Favicon appears in the browser tab. The supported image type is ICO and the recommended size is 16 x 16 pixels.



Managing Audit Settings

Whether you need to be HIPAA compliant and able to track who accessed personally identifiable data, or you just want to know which reports your clients actually use and which ones they do not use, auditing allows you to track which reports are accessed and what is done with them.

When you turn on auditing, in addition to setting the number of days to store audit data, you also specify a database in which to store the data.



Depending on the Provider you select, a different set of fields appears, allowing you to provide the information needed to connect to the database. Once you provide all of the information, click **Connect** to save it and begin auditing report usage statistics. ActiveReports Server asks you whether to create its own tables, and when you OK the action, it takes care of everything else, including adding an [Audit Model](#) and two [Audit Reports](#).

Connection String Editor

If you just want to enter a connection string, you can click the **Advanced** button to open the Connection String Editor, where you can also specify a connection timeout period.

Tip: You can use any UserContext attribute in the connection string by putting the attribute name between percent signs. For example:

```
Provider=SQLOLEDB.1;Data Source=HQ;Initial Catalog=%TenantDatabase%;
User Id=myUsername;Password=myPassword;
```

Provider

Here are descriptions of the fields that you need to fill in for each type of provider.

MS SQL Server

Field	Description
Server Name	Enter the name of the server on which to store auditing data, for example, HQ.
Database Name	Enter the name of the database in which to store auditing data, for example, REPORTAUDITS.
Authentication	Select whether to use Windows authentication or server authentication to provide access to the database.
User Name	Enter the user name under which to log in to the database.
Password	Enter the password to use for logging in to the database.

MySQL Server

Field	Description
-------	-------------

Server Name	Enter the name of the server on which to store auditing data, for example, localhost.
Database Name	Enter the name of the schema object in your SQL Editor Object Browser in which to store auditing data, for example, ARServerAudit.
User Name	Enter the user name under which to log in to the database.
Password	Enter the password to use for logging in to the database.

Oracle

Field	Description
Service Name	Enter the name of the service on which to store auditing data.
User Name	Enter the user name under which to log in to the database.
Password	Enter the password to use for logging in to the database.

Postgre SQL

Field	Description
Host	Enter the name of the host machine on which to store auditing data, for example, localhost.
Port	Enter the port number to use on the host machine, for example, 8080.
Database Name	Enter the name of the database in which to store auditing data, for example, REPORTAUDITS.
User Name	Enter the user name under which to log in to the database.
Password	Enter the password to use for logging in to the database.

Audit Model

Once you turn on auditing, provide the information needed to connect to a database, and click **Save** to apply changes, ActiveReports Server asks you whether to create its own tables. When you OK that action, it immediately begins auditing report usage statistics, saving the data in the specified database, and automatically creates a data model called Audit.



In the Models list, the Audit model has [two reports](#) by default, and differs from other models in that you cannot edit or clone it. This is to satisfy requirements for secure audit data.

Like other models, you can create new reports using its data, rename it, set permissions on it to allow other users to access it, view its history, and download it.

Audit Reports

Once you turn on auditing, provide the information needed to connect to a database, and click **Save** to save it, ActiveReports Server asks you whether to create its own tables. When you OK that action, it immediately begins auditing report usage statistics, saving the data in the specified database, and automatically creates two auditing reports.

Reports contain data for the number of days that you specify when you set up auditing.

In the auditing reports, the following items are stored in the 'Operation Info' table:

- The string "Print" under 'Rendering Format'.
- Server name, printer name that performed printing, and printer options under 'Details'. For example, **Server:** ServerTEST, **Printer:** Canon XXXXX, **Color:** Gray scale, **Number of copies:** 1000, **Orientation:** Landscape, **Paper Size:** A4, **Two sided:** OFF, **Paper source:** Tray 1.

The following items will be stored in the 'Request Infos' table:

- User
- E-mail.

Auditing Access Summary

The Auditing Access Summary report logs all of the following types of access for the most recent seven day period:

- Recently accessed reports, including date, report name, user, and client IP address.
- Recently accessed models, including date, model name, action type, user, and client IP address.
- User logon and logoff attempts, including date, user, client IP address, and success or fail.

Auditing Activity Summary

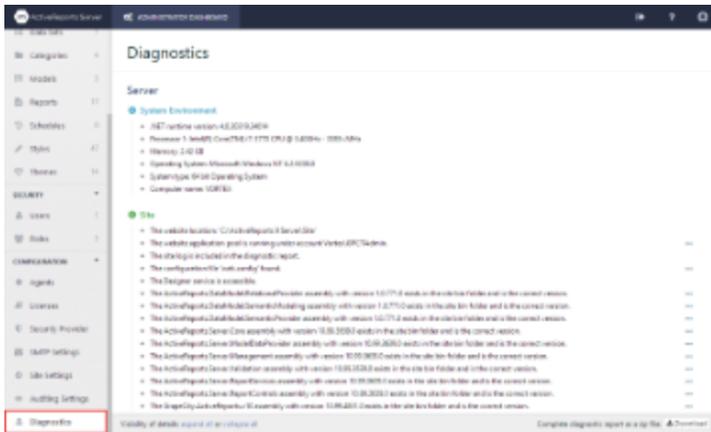
The Auditing Activity Summary report logs all of the following action types for every report for the most recent 30 day period:

- Download
- Logon
- ModelGeneration
- ParametersResolving
- Rendering
- Upload

You can also create custom reports on your auditing data, as you would on any other data model.

Server Diagnostics

The **Diagnostics** page allows you to perform run-time monitoring of the server that hosts ActiveReports Server. This page provides information on the application system environment, its installed files, assemblies and services.



To open the Diagnostics page

1. In the **Configuration** section of the Administrator Dashboard, click **Diagnostics**.
2. In the item description list that appears, click the Toggle visibility  icon next to an item to display details.
3. If you want to send a diagnostic report in for support, you can click the command at the bottom of the page to **Download the complete diagnostic report as a zip file**.

If you encounter an error, you are presented with the Error Reporting dialog. The information we collect from this dialog is protected by our privacy policies. For more information, see [Privacy](#).

Privacy

Privacy Statement for the ActiveReports 12 Server Error Reporting Service

Last updated: 19/01/2016

GrapeCity is committed to helping protect your privacy. This statement explains how the ActiveReports 12 Server Error Reporting Service collects information and how collected information can be used. This statement does not apply to other online or offline GrapeCity Web sites, software, or services.

Why does GrapeCity collect information about errors and problems?

The information helps GrapeCity and ActiveReports 12 Server diagnose problems in the software you use and provide solutions. Not all problems have solutions but when solutions are available, they are offered as steps for solving a problem you've reported or as updates to install. To help prevent problems and make software more reliable, some solutions are also included in service packs and future versions of the software.

How is information collected?

GrapeCity ActiveReports 12 Server includes its own error reporting service. If a problem occurs in this software, you are asked if you want to report it. You can view the details of the report before sending it, although some files might not be in a readable format.

Some software also allows you to report problems automatically instead of requesting your consent each time a problem

occurs. If you use automatic reporting, you are not prompted to review the information in a report before it is sent. However, no information is collected unless you (or your system or network administrator) choose to report problems. You can choose to stop reporting problems at any time.

What types of information can be collected?

The reporting service can collect information about problems that interrupt you while you work and about errors that occur behind the scenes. It is important to diagnose errors that occur behind the scenes because these problems, if left unsolved, may cause additional problems such as performance or program failures.

Reports contain information that is most useful for diagnosing and solving the problem that has occurred, such as:

- Where the problem happened in the software or hardware. Occasionally, empty files might be included as an initial indication of a problem.
- Type or severity of the problem, if known.
- Files that help describe the problem (typically system or report-generated files about software behavior before or after the problem occurred).
- Basic software and hardware information (such as operating system version and language, device models and manufacturers, or memory and hard disk size).

Your Internet Protocol (IP) address is also collected because you are connecting to an online service (web service) to send error reports. However, your IP address is used only to generate aggregate statistics. It is not used to identify you or contact you.

Reports might unintentionally contain personal information, but this information is not used to identify you or contact you. For example, a report that contains a snapshot of memory might include your name, part of a document you were working on, or data that you recently submitted to a Web site. If you are concerned that a report might contain personal or confidential information, you should not send the report.

Who can use the information and how can it be used?

GrapeCity uses information about errors and problems to improve ActiveReports 12 Server. GrapeCity employees and contractors may be provided access to information collected by the reporting service. However, they may use the information only to repair or improve the products that they publish or manufacture.

For example, if an error report indicates that a third-party product is involved, GrapeCity may send that information to the vendor of the product. The vendor may provide the information to sub-vendors and partners. If a third-party product is involved, and information is transferred to the vendor of that product, that vendor will be subject to its own policies. GrapeCity cannot monitor such vendor's compliance with its policies.

About surveys and report tracking

After you report a problem, you might be asked to complete a survey about the error experience. If you choose to provide a phone number or e-mail address in response to the survey, your error report will no longer be anonymous. GrapeCity may contact you to request additional information to help solve the problem you reported.

You might also be provided with the opportunity to track some error reports so you can check to see if a solution has been found. If you choose to track an error report, the report is associated with your e-mail address and is no longer anonymous.

Information storage, processing, and release

Information that is collected by or sent to GrapeCity may be stored and processed in the United States or any other

country in which GrapeCity or its affiliates, subsidiaries, or agents maintain facilities. GrapeCity may disclose this information if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on GrapeCity or the site; (b) protect or defend the rights or property of GrapeCity and its affiliates, or (c) act in urgent circumstances to protect the personal safety of GrapeCity employees, users of GrapeCity software or services, or members of the public.

GrapeCity occasionally hires other companies to provide limited services on its behalf, such as providing customer support, processing transactions, or performing statistical analysis of reports. GrapeCity will provide these companies only the information they need to deliver the service. They are required to maintain the confidentiality of the information and are prohibited from using it for any other purpose.

Security practices

GrapeCity is committed to helping protect the security of the information we collect. The Error Reporting Service uses multiple security technologies and procedures to help protect information from unauthorized access, use, or disclosure. For example, reports are sent to GrapeCity from your computer using encryption technology. The information is then stored on computer servers with controlled access.

Changes to this statement

GrapeCity may update this privacy statement. If we do, we will revise the "Last updated" information at the top of the statement. To stay informed about how we are helping protect the information collected by the Error Reporting Service, we encourage you to periodically review the privacy statement.

For more information

GrapeCity welcomes your comments regarding this privacy statement. If you believe that GrapeCity has not adhered to this statement, please contact us. We will use commercially reasonable efforts to promptly determine and remedy the problem.

GrapeCity Contact Information

8025 Creedmoor Rd., Raleigh NC 27613
TEL: +1 (866) 459-5567 | +1 (984) 242-0700

To find contact details for the GrapeCity subsidiary or affiliate in your country or region, see the GrapeCity corporate Web site at <http://activereports.grapecity.com/>.

How To

This section provides quick answers to your questions about how to perform specific tasks with ActiveReports Server.

[Activate a License](#)

This topic explains how to license ActiveReports Server with your product key.

[Add Row-Level Security](#)

This topic explains how to license ActiveReports Server with your product key.

[Use the Designer Web Control](#)

This topic explains how to use the Designer control on a Web Form.

[Hide Log In and Log Out Buttons](#)

This topic explains how to hide authentication UI elements when you use the Designer in your own web applications.

[Open the Designer without Selecting a Model](#)

This topic explains how to open the Designer without first visiting the list of models.

[Create a Custom Security Provider](#)

This topic explains how to create a custom security provider and use it with a model.

[Debug a Custom Security Provider](#)

This topic explains how to debug a custom security provider.

[Work with the HTML5 Viewer Using Javascript](#)

This topic explains how to work with the HTML5 Viewer using the Javascript.

[Get a Security Token](#)

This topic explains how to get a security token.

[Customize and Publish the ClickOnce End User Designer](#)

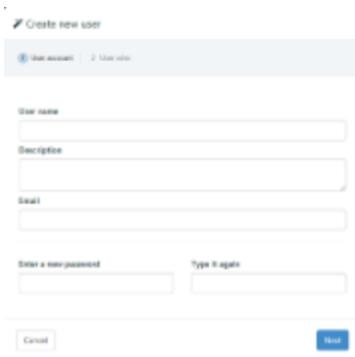
This topic explains how to customize and publish the ClickOnce End User Designer.

Create Users and Roles

To control which users have access to data models and reports, you can set up users and group them by roles. You can assign roles access to each report and data model, and you can designate which roles are able to upload reports.

To set up a user

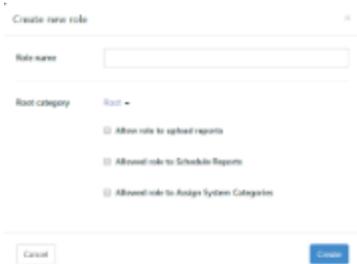
1. In the Security section of the Administrator Dashboard, click **Users**. The Users list appears.
2. Click the **New user** button. The Create new user dialog appears.
3. In the dialog, fill in the User Name, Password, Confirm password, E-mail, and Description fields.



4. Click **Next** and then select the check box under any roles to which to assign the user.
5. Click **Finish**. The new user is added to the Users list and any selected roles, and the user can log in to the Report Portal with the user name and password specified.

To set up a role

1. In the Security section of the Administrator Dashboard, click **Roles**. The Roles list appears.
2. Click the **Create role** button. The Create Role dialog appears.



3. In the **Role Name** box, enter a name for the new role.
4. If you want to allow the role to upload reports, select the **Allow Upload Report** check box.
5. Click **Create role**. The new role is added to the list, with an extra command that allows you to delete it. To begin using the role, add users to it.

To add a user to a role

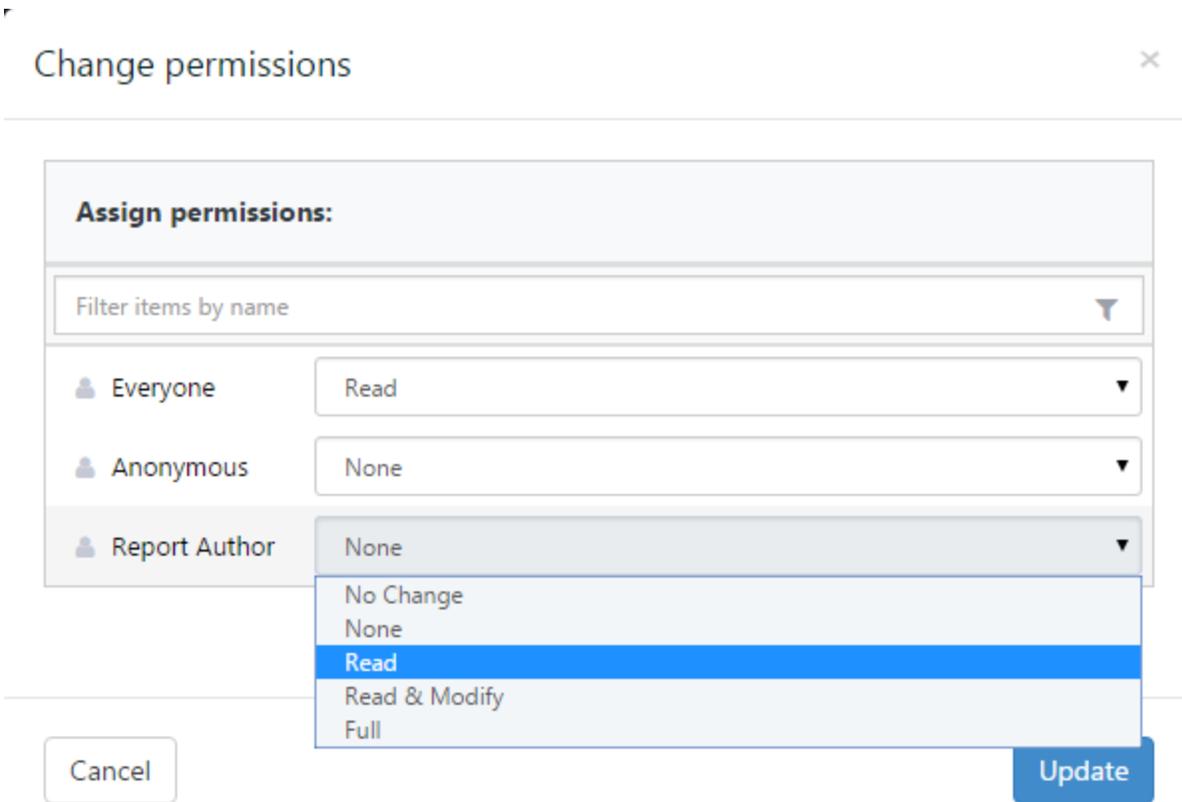
1. In the Security section of the Administrator Dashboard, click **Roles**.
2. In the Roles list that appears, to the right of the role to which you want to add a user, click the **Manage users** button. The Manage users dialog appears.
3. In the Manage users dialog, select check boxes next to users to assign them to the role.

 **Note:** To remove a user from the role, clear the corresponding check box.

4. Click the **Update** button to save the changes.

To give a role permissions on a report

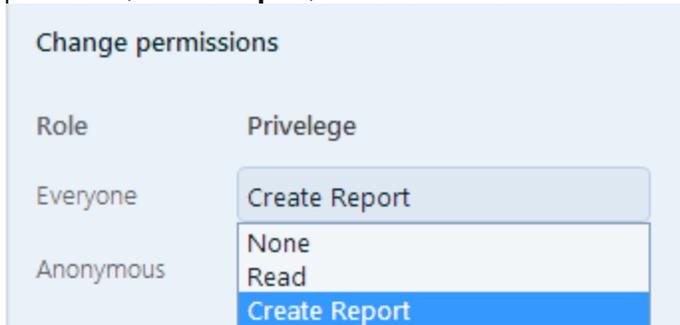
1. From the Administrator Dashboard, select **Reports**.
2. On the **Reports** page, select a report from the list, and then click **Permissions** button.
3. In the **Change permissions** dialog that appears, next to each role, drop down the box to select whether to allow its users **Read**, **Read & Modify**, or **Full** permissions on the report, or **None** to hide the report from users in that role.



- **Read** allows users in the role to see the report in the Report Portal **Open** page and preview the rendered report, but does not allow them to modify it in the Report Portal.
 - **Modify** allows users in the role to modify the report in the Report Portal.
 - **Change Permissions** allows users in the role to modify permissions on the report.
4. Click the **Apply** button to save the changes. All users in the selected roles are granted the specified access.

To give a role permissions on a model

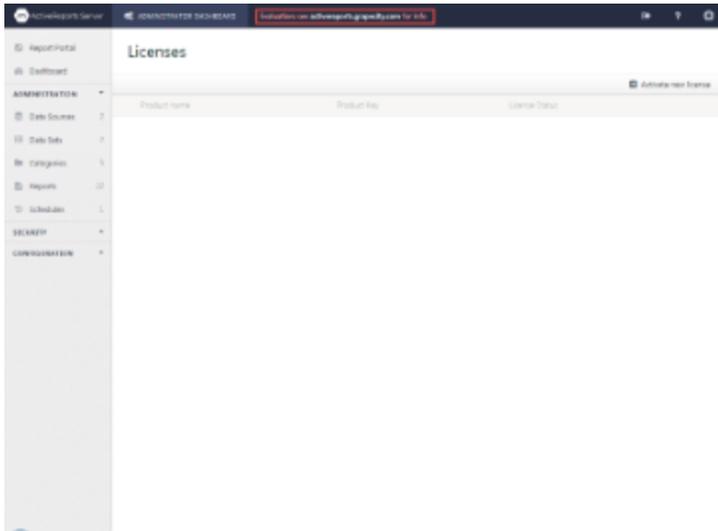
1. From the Administrator Dashboard, select **Models**.
2. On the **Models** page, select a model from the list, and then click the **model properties** button to display the properties.
3. In the **Change permissions** section, next to each role, drop down the box to select whether to grant **Read** permission, **Create Report**, or **None** to hide the model from users in that role



4. The selected roles have permission to create reports on the model.

Activate a License

If you have not yet licensed ActiveReports Server, you will see an evaluation message in the top bar of both the Administrator Dashboard and the Report Portal. To remove the evaluation message, license the server using the product key you received via e-mail when you purchased the product.



To license your server

1. In the configuration section of the Administrator dashboard, click **Licenses**. The Licenses list appears.
2. Click **Activate new license**. The Enter Product Key dialog appears.
3. In the Activate new license dialog, fill in the Product Key that you received when you purchased ActiveReports Server.

Activate new license

1 Product Key | 2 Authentication Number

Please enter the product key provided when you purchased the product.

Product key:

I have read and understood, and agree to the terms and conditions in the licensing agreement.

Cancel Next

4. Select the check box to indicate your acceptance of the licensing agreement terms, and click **Next**. The Authentication Number fills in automatically.
5. Click the link that appears in Step 2 to open the activation site in a new browser tab. Your Product Key and Authentication Number fill in automatically.
6. Click **Send Request**. Your License Key appears, along with your activation date. Select the License Key number and copy it.
7. Return to the browser tab with the Administrator Dashboard, paste the License Key into Step 3 of the dialog and click **Finish**. The evaluation message is removed, and the product key is listed in the Licenses list with a License Status of Activated.

Add Row-Level Security

To control access to row-level data based on user permissions, you must create security filters and apply them to the model entities that you want to secure. Security filters can be based on LDAP or Active Directory, or you can create a custom security provider.

For information on creating custom security providers, please see [Create a Custom Security Provider](#) topic, or the sample in C:\ActiveReports 12 Server\SDK\Samples\ActiveTunes.SecurityProvider.

If you use LDAP or Active Directory, please see [Using LDAP and Active Directory for Single Sign-On](#). If you have created a custom security provider, follow the steps below.

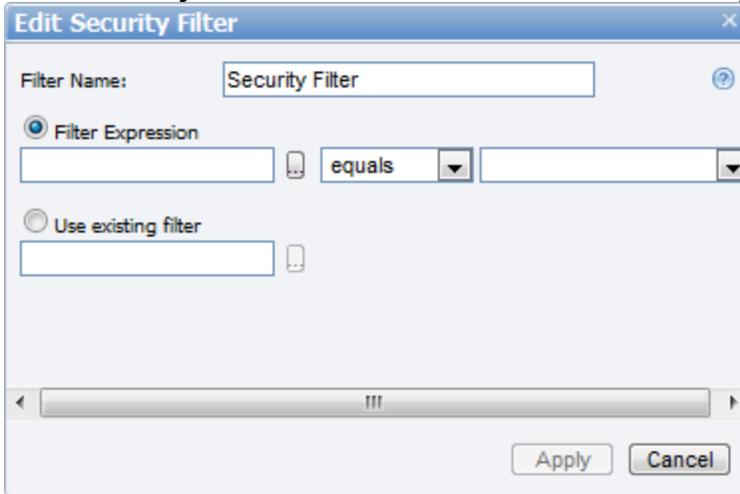
To configure ActiveReports Server to use your custom security provider

1. In the configuration section of the Administrator dashboard, click **Security Provider**. The Custom security provider drop-down list appears.
2. Drop down the list and select your custom security provider.

3. In the Security Provider Settings that appear, enter a value for any properties that appear.
4. When you have entered all of the information, click the **Apply changes** button. Your custom security provider becomes available for use in security filters.

To create a new security filter for row-level security

1. In the Administration section of the Administrator dashboard, click **Models**. The Models list appears.
2. Select the model to which you want to add a filter, and then click **Edit model** button. The model editor appears.
3. Select the entity that you want to filter. The editable properties appear in the center workspace.
4. Next to **Security Filter**, click the **Add** command. The Edit Security Filter dialog appears.



5. In the box next to **Filter Name**, enter a name for your filter.
6. With **Filter Expression** selected, click the ellipsis button to open the Select Attribute dialog where you can select an attribute of the entity on which to filter data, and click **OK**.
7. Drop down the list next to the attribute to select whether to display data that **equals** or does **not equal** the following value.
8. Drop down the list to the right, and select a User Context Attribute Name mapping against which to filter the selected attribute.
9. Click the **Apply** button to create the filter, or to discard the changes, click **Cancel**.

Use the Designer Web Control

The Web controls need to be directed to the server used for ActiveReports 12 Server in order to function. In your production application, specify the user name and password based on the current user and store information in the current session to persist these values.

To add the Designer control to a Web Form

1. In Visual Studio, create a new C# ASP.NET Web Site.

If you need to add the control to your toolbox, drop down these steps.

1. Right-click in the General tab and select **Choose items**.
2. In the Choose Toolbox Items dialog that appears, the .NET Framework Components tab is selected by default. Click the **Namespace** column header to sort by namespace.
3. The ActiveReports.Server.ReportControls namespace is at or near the top of the list. Select the checkbox next

to **Designer** and click **OK**.

- The Designer control appears in your Visual Studio toolbox.
- Open the Design view of your Web Form and from the toolbox, drag and drop the Designer control onto the body section of the Web Form.
- On the message box that appears, click **Yes** to automatically add .svc files to your Web site to give the designer access to proxy services.



- You can resize the designer using the Properties grid by changing the **Width** property.
- So that the link at the top of the Designer will work for your Admin users, change the **AdminPath** property to the URL of your Admin site, for example, <http://localhost:8080/Admin/>.

To direct the Designer to the server used for ActiveReports Server

You can specify the security token and ActiveReports 12 Server host using code in a Global Application Class.

- From the Visual Studio **Website** menu, select **Add New Item**.
- In the Add New Item dialog that appears, select Global Application Class and click **Add**.
- In the Global.asax file that appears, provide a handler for the ResolveRemoteEndPoint event using code like the following in the Application Start event:

To provide a handler for the event

C# code. Paste INSIDE the Application_Start event.

```
ReportServiceProxy.ResolveRemoteEndpoint += ResolveRemoteEndpoint;
```

- Below the Application Language tag at the top of the file, import the Servicing namespace so that you can use the ReportServiceProxy using a directive like the following:

To import the Servicing namespace

ASP.NET code. Paste in the Global.asax file on the line BELOW the Application Language line.

```
<%@ Import Namespace="ActiveReports.Server.ReportControls.Servicing" %>
```

- Below the Application Start event, create the ResolveRemoteEndpoint event using code like the following, but with your address, user name, and password:

To create the ResolveRemoteEndpoint event

C# code. Paste in the Global.asax file AFTER the Application_Start event.

```
static void ResolveRemoteEndpoint(RemoteEndpoint remoteEndpoint)
{
    remoteEndpoint.Address = "http://localhost:8080";
    remoteEndpoint.SecurityToken = "MySecurityToken";
}
```

You can also specify the user name, password, and ActiveReports 12 Server host in your web application's web.config file.

1. In the web.config file, provide a handler for the ResolveRemoteEndPoint event using code like the following.

To provide a handler for the event

C# code. Paste BETWEEN the <configSections> and </configSections> tags.

```
<sectionGroup name="activeresports.server">
  <section name="reportServiceProxy"
type="ActiveReports.Server.ReportControls.Configuration.ActiveReportsServerSection,
  ActiveReports.Server.ReportControls, Version=x.x.xxxx.x, Culture=neutral,
  PublicKeyToken=d557f2f30a260da2" allowDefinition="Everywhere" />
</sectionGroup>
```

2. Below the Application Start event, create the ResolveRemoteEndpoint event using code like the following, but with your address, user name, and password

To import the Servicing namespace

ASP.NET code. Paste in the web.config file BELOW the </configSections> tag.

```
<activeresports.server>
  <reportServiceProxy remoteReportServicePath="http://localhost:8080/"
username="Admin" password="1" />
</activeresports.server>
```

Hide Log In and Log Out Buttons

When you add the Designer control to your custom web application and use a custom security provider, you probably do not want to show our built-in Log In and Log Out buttons on the designer.

To hide the authentication buttons

1. On the Design view of your web form, select the Designer control.
2. In the Properties window, locate the **SecurityToken property (on-line documentation)**.
3. Enter a string value representing a valid security token.

You can obtain a security token from the IReportService [Login Method](#).

Open the Designer without Selecting a Model

If you want to make report designing even faster for your business users, you can allow them to skip the steps involved in selecting a data model. Use the new DataModel property so they can just click a button to open the designer on a blank report with a pre-selected data model, or copy the Create report link from the models list.

This topic assumes that you are already familiar with how to [Use the Designer Web Control](#).

To code a button click event to open a blank report with data

1. From the Visual Studio Standard toolbox, drag a Button control and drop it onto your Web form.
2. Double-click the button to create a Click event handling method in the code view.
3. Paste code like the following into the event to open a blank report in the designer with a pre-selected data model.

C# code. Paste INSIDE the Button Click event.

```
this.Designer1.ModelName = "ActiveTunes (Sample)";  
this.Designer1.ReportAction =  
ActiveReports.Server.ReportControls.ReportAction.Create;
```

To copy the Create report link

1. In the Administration section of the Administrator dashboard, click **Models**.
2. In the list of models, find the model that you want to use and, to the right of the model, click the **Create report** command.
3. In the browser's address bar, select the URL and copy it.
4. You can use this link as a hyperlink or in a response.redirect command.

Create a Custom Security Provider

You must create custom security providers in order to provide security filters for model entities. This allows you to add single sign-on functionality using LDAP and Active Directory, and to control access to data with row-level security.

Once you implement interfaces from the Extensibility assembly and configure the resulting assembly in the Administrator Dashboard by selecting it in the Security Provider list, you and your administrators can add security filters to entities when you edit a model. For more information, see [Managing Single Sign-On Security Providers](#) and [Modifying an Entity](#) topics.

You can use your UserContext attributes in the connection string of your data models by encasing them in percent signs. For more information, see [Changing the Connection String](#) topic.

To implement Extensibility interfaces in a .NET 3.5 Class Library

1. In Visual Studio, create a new C# .NET Framework 3.5 Class Library project.
2. From your ActiveReports 12 Server\Server installation folder, copy the **ActiveReports.Server.Extensibility.dll** file into your project's **bin** folder.
3. In the Visual Studio Solution Explorer, right-click **References** and select **Add Reference**.
4. In the Add Reference dialog that appears, on the **Browse** tab, look in the bin folder, select the **ActiveReports.Server.Extensibility.dll** and click **OK**.
5. Add a class to your project that implements the **ISecurityProvider** interface, and another that implements the **ISecurityProviderFactory** interface.

 **Note:** For details on how to do this, please see the **ActiveTunes.SecurityProvider** sample in the C:\ActiveReports 12 Server\SDK\Samples directory.

Important methods in the **ISecurityProvider** interface include:

- **CreateToken** creates the security token that the server holds to identify the current logged in session with **username** and **password** parameters, as well as a **custom** parameter for any other credentials data used by the provider.
- **FilterRoles** gets the collection of **roles** associated with the specified security **token**.
- **GetUserContext** returns the **UserContext** object for the specified security **token**.
- **GetUserDescription** returns two useful objects:
 - **UserDescription.Email** automatically fills the email field in the error log submission dialog.
 - **UserDescription.FriendlyUserName** automatically fills the CreatedBy and ModifiedBy fields for

reports.

6. Once all of the necessary classes are in place with your custom data, from the Build menu, select **Build ClassLibrary1**. A DLL is created in your project's **bin** folder.

To configure the provider

1. In Windows Explorer, create a SecurityProviders folder on the same level as your site, for example, if you have C:\ActiveReports 12 Server, create the folder C:\ActiveReports 12 Server\SecurityProviders.
2. Copy your custom security provider DLL file into the new folder.
3. On the Administrator Dashboard, in the Configuration section, click **Security Provider**.
4. From the **Custom security provider** drop-down that appears, select your new provider.
5. Select values for any properties that may be available, depending on your provider.
6. Click the **Apply changes** button.

To add a row-level security filter

1. On the Administrator Dashboard, in the Administration section, click **Models**.
2. In the list of models that appears, next to the model containing the entity that you want to filter, click the **Edit** command.
3. In the model editor that appears, from the **Entities** list to the left, click the entity that you want to filter.
4. In the workspace at the center, next to the **Security Filter** property, click the **Add** command.
5. In the Edit Security Filter dialog that appears, select **Filter Expression**, and click the ellipsis button next to the box under that label.
6. In the Select Attribute dialog that appears, expand nodes as necessary to select the attribute to which you want to apply a filter condition, and click **OK**.
7. In the center, you can choose whether the attribute **equals** or does **not equal** the value to the right.
8. In the drop-down box to the right, select the value from your security provider to compare to the attribute on the left.
9. Click **Apply** to add the filter to the entity.

Debug a Custom Security Provider

Once you have created a custom security provider, you may need to debug it. The following steps walk you through how to do this using the sample custom security provider project installed with ActiveReports Server. By default, this sample is in the following folder.

C:\ActiveReports 12 Server\SDK\Samples\ActiveTunes.SecurityProvider

To deploy the custom security provider for debugging

1. If you have not done so already, open the project in Visual Studio and from the Build menu, select **Build Solution**.
2. If you have not done so already, in the C:\ActiveReports 12 Server directory, create a new folder named **SecurityProviders**.
3. From your project bin\Debug\ folder, copy the following files, and paste them into C:\ActiveReports 12 Server\SecurityProviders\ to make the security provider and debugging file available to ActiveReports 12 Server.
 - o ActiveTunes.SecurityProvider.dll
 - o ActiveTunes.SecurityProvider.pdb
 - o System.Data.SQLite.dll
4. Open the ActiveReports Administrator Dashboard in your browser, and under Configuration, select **Security Provider**.
5. Next to **Custom security provider**, drop down the list and select ActiveTunesSecurityProviderFactory. The page

refreshes to allow you specify security provider settings and to test the configured provider.

 **Important:** If you need to update the DLL at any point, you must first change this value back to **Default (builtin)**. You can change it back after you finish updating the DLL.

6. Under Security Provider Settings, for the ConnectionString property, enter the following connection string and click **Apply changes**.

Connection string

```
Data Source=C:\ActiveReports 12
Server\SDK\Samples\ActiveTunes.SecurityProvider\ActiveTunes.sqlite
```

To debug the custom security provider

In order to perform the following steps, you must run Visual Studio as Administrator.

1. From the Visual Studio **Tools** menu, select **Attach to Process**.
2. In the Attach to Process dialog that appears, select the **Show processes in all sessions checkbox**, or navigate to the remote machine where the server web site resides.
3. Scroll down and select the **w3wp.exe** process for server's web site and click **Attach**. The project goes into Debugging mode.

 **Caution:** There may be multiple w3wp.exe processes, so be sure to attach the one on the server machine running the ActiveReports services.

4. In the ActiveTunesSecurityProvider.cs file, locate the **ActiveTunesSecurityProvider.CreateToken** method and click in the margin to the left to set a breakpoint on it.
5. In your browser, on the Administrator Dashboard Security Provider page in the **Login to test** and **Password to test** boxes, enter test values from the table below.

Login	Password
andrew@chinookcorp.com	1
nancy@chinookcorp.com	2
jane@chinookcorp.com	3
margaret@chinookcorp.com	4
steve@chinookcorp.com	5
michael@chinookcorp.com	6
robert@chinookcorp.com	7
laura@chinookcorp.com	8

6. Click the **Test provider** link. The Visual Studio window takes focus and shows the breakpoint, allowing you to debug the code.

To debug your custom security provider with Visual Studio on the server

Here is another way to debug your security provider if you have Visual Studio installed on the server and have direct access to the server machine.

 **Caution:** Ensure that you remove this code before you go live with your deployment.

1. Open your SecurityProvider implementation, and in one of its methods, for example, `ISecurityProviderFactory.Create`, add the following code.

```
C# code. Paste inside the method to debug.
System.Diagnostics.Debugger.Break();
```

2. From the Build menu, select **Rebuild Solution**.
3. Copy the resulting DLL and PDB files and paste them into `C:\ActiveReports 12 Server\SecurityProviders\`.
4. Open the ActiveReports Administrator Dashboard in your browser, and under Configuration, select **Security Provider**.
5. Next to **Custom security provider**, drop down the list and select your security provider. The page refreshes to allow you specify any security provider settings specified in your provider.

 **Important:** If you need to update the DLL at any point, you must first change this value back to **Default (builtin)**. You can change it back after you finish updating the DLL.

6. When you run a test or try to log in as a user, The Visual Studio Just-In-Time Debugger prompt appears asking whether you want to debug `w3wp.exe`.
7. Click **Yes** to open Visual Studio and begin debugging.

View Reports Using the HTML5 Viewer

This topic walks you through how to initialize the HTML5 Viewer in JavaScript. It also provides details on all public initialization options, plus all of the public API methods and properties that you can use with the viewer after you initialize it.

Initializing the HTML5 Viewer

1. Copy the following files from the `...\ActiveReports 12 Server\SDK\HTML5 Viewer.Source` folder to a folder accessible from the target HTML page:
 - o `GrapeCity.ActiveReports.Viewer.Html.js`
 - o `GrapeCity.ActiveReports.Viewer.Html.min.js`
 - o `GrapeCity.ActiveReports.Viewer.Html.cs`
2. In the target HTML page, add the references to the `GrapeCity.ActiveReports.Viewer.Html.css`, `GrapeCity.ActiveReports.Viewer.Html.js` and its dependencies:
 - o jQuery 1.9.0 or higher
 - o Bootstrap 3.0
 - o Knockout.js 2.3.0 or higher

 **Note:** You can access the dependencies like jQuery in a Content Delivery Network (CDN) or copy them locally.

HTML

```
<link rel="stylesheet" href="GrapeCity.ActiveReports.Viewer.Html.css" >
<script src="//ajax.googleapis.com/ajax/libs/jquery/1.9.0/jquery.min.js"></script>
<script src="//netdna.bootstrapcdn.com/bootstrap/3.0.3/js/bootstrap.min.js"></script>
<script src="http://cdnjs.cloudflare.com/ajax/libs/knockout/2.3.0/knockout-min.js"
type="text/javascript"></script>
<script src="Scripts/GrapeCity.ActiveReports.Viewer.Html.js" type="text/javascript"></script>
<script type="text/javascript">
</script>
```

3. In the target HTML page, add the DIV element that will contain the HTML5 Viewer.

HTML

```
<div id="viewer" style="width:600px;height:480px;"></div>
```

4. Add the following code to initialize the HTML5 Viewer. The code might vary depending on the technology that you use to develop the HTML5 Viewer component. To learn how to get a security token for the `reportService`, see [Get a Security Token](#).

Javascript

```
$(function ()
```

```
{
  var viewer = GrapeCity.ActiveReports.Viewer(
  {
    element: '#viewer',
    report: {
      id: "myreport"
    },

    reportService: {
      url: 'http://myAR12server.com/ReportService.svc/json/',
      securityToken: securityToken,
      resourceHandler : 'http://myAR12server.com/cache/'
    },
    uiType: 'desktop',
    documentLoaded: function reportLoaded()
    {
      console.log(viewer.pageCount);
    },
    reportLoaded: function (reportInfo)
    {
      console.log(reportInfo.parameters);
    },

    error: function (error)
    {
      console.log("error");
    }
  });
});
```

Alternatively, you can use the REST API endpoint URL for the HTML5 Viewer initialization.

Javascript

```
$(function ()
{
  var viewer = GrapeCity.ActiveReports.Viewer(
  {
    element: '#viewer',
    report: {
      id: "myreport"
    },

    reportService: {
      url: 'http://myAR12server.com/api/',
      securityToken: securityToken,
      resourceHandler : 'http://myAR12server.com/cache/'
    },
    uiType: 'desktop',
    documentLoaded: function reportLoaded()
    {
      console.log(viewer.pageCount);
    },
    reportLoaded: function (reportInfo)
    {
      console.log(reportInfo.parameters);
    },
  },
});
```

```

        error: function (error)
        {
            console.log("error");
        }
    });
});
});

```

5. Add the following code to the `system.webServer` section of the `web.config` file of your ActiveReports 12 Server web site.

XML

```

<system.webServer>

    <httpProtocol>

        <customHeaders>

            <add name="Access-Control-Allow-Origin" value="*" />

            <add name="Access-Control-Allow-Headers" value="AuthToken, Authorization,
Origin, Content-Type, Accept, X-Requested-With" />

        </customHeaders>

    </httpProtocol>

    ...

</system.webServer>

```

Initialization Options

The following options can be set during initialization or at runtime while working with the HTML5 Viewer.

uiType

Description: Sets the UI mode of the HTML5 Viewer.

Type: String

Accepted Value: 'Custom', 'Mobile' or 'Desktop'

Example:

```
viewer.option('uiType', 'Mobile');
```

element

Description: JQuery selector that specifies the element that hosts the HTML5 Viewer control.

 **Note:** This option is used during initialization only.

Type: String

Example:

```

var viewer = GrapeCity.ActiveReports.Viewer(
{
    element: '#viewerContainer2',
    reportService: {
        url: '/ActiveReports.ReportService.asmx'
    },
},
);

```

reportService

Description: The report service that can use ActiveReports Server or ActiveReports Web Report Service.

Type: Object that has the URL and optional securityToken properties

Example:

```
reportService: {  
  url: 'http://remote-ar-server.com',  
  securityToken: '42A9CD80A4F3445A9BB60A221D042FCC',  
  resourceHandler: 'http://remote-ar-server.com/resourceHandler.aspx'  
};
```

reportService.url

Description: The URL of ActiveReports 12 Server instance of the ActiveReports Web service that provides the reportInfo and output.

Type: String

Example:

```
reportService: {  
  url: 'http://remote-ar-server.com'  
};
```

reportService.securityToken

Description: The security key needed to log in to ActiveReports Server.

Type: String

Example:

```
reportService: {  
  securityToken: '42A9CD80A4F3445A9BB60A221D042FCC'  
};
```

reportService.resourceHandler

Description: The URL of the ActiveReports Server resource handler.

Type: String

Example:

```
reportService: {  
  resourceHandler: 'http://remote-ar-server.com/resourceHandler.aspx'  
};
```

report

Description: The report that is displayed in ActiveReports Server or ActiveReports Web Report Service.

Type: An object that has id and parameters properties.

Example:

```
report: {  
  id: 'CustomersList',  
  parameters: [  
    {  
      name: 'CustomerID',  
      value: 'ALFKI'  
    }  
  ]  
};
```

reportID

Description: The id of the report to be shown by the HTML5 Viewer.

Type: String

Example:

Example:

```
report: {  
  id: 'CustomersList',  
  parameters: [  
    {  
      name: 'CustomerID',  
      value: 'ALFKI'  
    }  
  ]  
};
```

```
    }}  
  };
```

reportParameters

Description: The array of the {name, value} pairs that describe the parameters values used to run the report.

Type: Array

Example:

```
report: {  
  id: 'CustomersList',  
  parameters: [  
    {  
      name: 'CustomerID',  
      value: 'ALFKI'  
    }  
  ]  
};
```

reportLoaded

Description: The callback that is invoked when the HTML5 Viewer obtains the information about the requested report. The reportInfo object is passed in the callback including the TOC info, Parameters info and the link to the rendered report result.

Type: function(reportInfo)

Example:

```
var reportLoaded = function reportLoaded(reportInfo)  
{  
  console.log(reportInfo.parameters);  
}  
viewer.option('reportLoaded', reportLoaded);
```

action

Description: The callback that is invoked before the HTML5 Viewer opens the hyperlink, bookmark link, drill down report or toggles the report control visibility.

Type: function(actionType, actionParams)

Example:

```
function onAction(actionType, actionParams)  
{  
  if (actionType === 0)  
  {  
    window.open(params.url, "Linked from report", "height=200,width=200");  
  }  
}  
viewer.option('action', onAction);
```

availableExports

Description: The array of export types available via Export functionality of HTML5 Viewer. By default, PDF, Word, Image, Mht, Excel, and CSV exports are available.

Type: Array

Example:

```
viewer.option("availableExports", ['Pdf']);
```

maxSearchResults

Description: The number of search results received for a single search invoke.

Type: Number

Example:

```
maxSearchResults: 10
```

error

Description: The callback that is invoked when an error occurs in the process of displaying the report. The error message can be customized.

Type: function(error)

Example:

```
var options = {
  error: function(error){
    error.message = "My error message";
  },
  // other properties
};
var viewer = GrapeCity.ActiveReports.Viewer(options);
```

documentLoaded

Description: The callback that is invoked when a document is loaded entirely on the server.

Type: function()

Example:

```
var documentLoaded = function documentLoaded()
{
  setPaginator();
}
viewer.option('documentLoaded', documentLoaded);
```

localeUri

Description: The URL of the file containing the localization strings.

 **Note:** This option is used during initialization only.

Type: String

Example:

```
var viewer = GrapeCity.ActiveReports.Viewer(
{
  localeUri: 'Scripts/i18n/ru.txt'
});
```

Public API Methods and Properties

After initializing the HTML5 Viewer, the following API methods and properties can be used.

Methods

option

Description: Gets or sets the option value by name if the value parameter is specified.

Syntax: option(name, [value])Object

Parameters:

- **name:** The option name to get or set.
- **value:** (optional) The option value to set. If this argument is omitted than the method returns the current option value.

Example:

```
viewer.option('uiType', 'mobile');
viewer.option('report', {
  id: 'my report'
});
```

Return Value: The current option value.

refresh

Description: Refreshes the report preview.

Syntax: option(name, [value])Object

Example:

```
viewer.refresh()
```

Return Value: Void

print

Description: Prints the currently displayed report if any.

Syntax: `print()`Void

Example:

```
viewer.print()
```

Return Value: Void

goToPage

Description: Makes the viewer to display the specific page, scroll to the specific offset (optional) and invokes the callback once it's done.

Syntax: `goToPage(number, offset, callback)`Void

Parameters:

- **number:** The number of pages to go to.
- **offset object:** The object such as {left:12.2, top:15}.
- **callback:** The function to call after perform action.

Example:

```
viewer.goToPage(1, {
  2, 3
}, function onPageOpened()
{});
```

Return Value: Void

backToParent

Description: Makes the viewer to display the parent report of the drill-down report.

Syntax: `backToParent()`Void

Example:

```
viewer.backToParent()
```

Return Value: Void

destroy

Description: Removes the viewer content from the element.

Syntax: `destroy()`Void

Example:

```
viewer.destroy()
```

Return Value: Void

export

Description: Exports the currently displayed report.

Syntax: `export (exportType, callback, saveAsDialog, settings)`Void

Parameters:

- **exportType:** Specifies export format.
- **callback:** Function that is invoked once the export result is available (its URL is passed in the callback).
- **saveAsDialog:** Indicates whether the save as dialog should be shown immediately once the export result is ready.
- **settings:** The export settings, vary for each export type.

Example:

```
viewer.export('Word', function ()
{
```

```
    console.log('export callback');
  }, true, {
    FileName: 'Document.doc'
  })
}
```

Return Value: Void

search

Description: Performs the search of a specific term with specific search options (match case, whole word) and invokes the specific callback with the search result passed.

Syntax: search(searchTerm, searchOptions, callback) Void

Parameters:

- **searchTerm:** String to find.
- **searchOptions:** The object optionally defines the search options:
 - **matchCase:** Whether the search should respect the case.
 - **wholePhrase:** Whether the search should look for a whole phrase.
- **callback:** The function to call after performing search.

Example:

```
viewer.search('a', {
  matchCase: true,
  wholePhrase: false
}, function (results)
{
  console.log(results);
});
```

Return Value: Void

getToc

Description: Obtains the part of the report TOC specified by parent(node), startChild(index), count parameters and invokes callback function passing the result as parameter.

Syntax: getToc(callback) Void

Parameters:

- **callback:** The callback to handle TOC tree.

Example:

```
viewer.getToc(function (toc)
{
  console.log(toc);
})
```

Return Value: Void

Properties

pageCount

Description: Gets the page count of the currently displayed report.

Syntax: viewer.pageCount

Example:

```
console.log(viewer.pageCount)
```

Return Value: An integer representing page count.

currentPage

Description: Gets the currently displayed page number.

Syntax: viewer.currentPage

Example:

```
console.log(viewer.currentPage)
```

Return Value: An integer representing currently displayed page number.

Toolbar

Description: Returns the HTML element that displays the toolbar in desktop UI mode. The developer may use it to add the custom elements or remove the existing ones using jQuery/Html/Css capabilities.

Syntax: viewer.Toolbar

Example:

```
// Toolbar, MobileToolbarTop, MobileToolbarBottom
$(viewer.toolbar).hide();
$(viewer.toolbarTop).hide();
$(viewer.toolbarBottom).hide();
```

ToolbarTop

Description: Returns the HTML element that displays the top toolbar in mobile UI mode. The developer may use it to add the custom elements or remove the existing ones using jQuery/Html/Css capabilities.

Syntax: viewer.ToolbarTop

Example:

```
// Toolbar, MobileToolbarTop, MobileToolbarBottom
$(viewer.toolbar).hide();
$(viewer.toolbarTop).hide();
$(viewer.toolbarBottom).hide();
```

ToolbarBottom

Description: Returns the HTML element that displays the bottom toolbar in mobile UI mode. The developer may use it to add the custom elements or remove the existing ones using jQuery/Html/Css capabilities.

Syntax: viewer.ToolbarBottom

Example:

```
// Toolbar, MobileToolbarTop, MobileToolbarBottom
$(viewer.toolbar).hide();
$(viewer.toolbarTop).hide();
$(viewer.toolbarBottom).hide();
```

Get a Security Token

When you use the HTML5 Viewer to access the ActiveReports Server web site, you need to provide the Report Service with a security token to use.

Below are the steps to retrieve a security token.

To get a security token by the Javascript function

1. In the target HTML page, add the following code to get a security token. The code might vary depending on the technology that you use to develop the HTML5 Viewer component. For more information, see the **HTML5 Viewer Sample**. By default, this sample is in the following folder.

C:\ActiveReports 12 Server\SDK\Samples\HTML5 Viewer.

 **Note:** You need to change these settings in the code below.

- o **url** parameter represents the location (reportservice.svc/json/login) which stays constant where as the **arsEndpoint** represents the URL used to access the Report Portal Website. **Example:**

<http://<ActiveReports12ServerName>:<portnumber>>.

- o **username** is your username to log into the ActiveReports Server web site.
- o **password** is your password to log into the ActiveReports Server web site.

Javascript

```
function getSecurityToken() {
    if (_securityToken) return _securityToken;
    _securityToken = "error";

    try {
        $.ajax({
            async: false,
            type: "POST",
            url: arsEndpoint + "ReportService.svc/json/Login",
            data: JSON.stringify({
                username: "username",
                password: "password"
            }),
            contentType: "application/json",
            dataType: "json"
        }).done(function(res) {
            _securityToken = res.d;
        }).fail(function() {
            _securityToken = "error";
        });
    } catch(e) {
        return "error";
    }

    return _securityToken;
}
```

If you are using the REST API, add the following code to get a security token.

Javascript

```
function getSecurityToken() {
    if (_securityToken) return _securityToken;
    _securityToken = "error";

    try {
        $.ajax({
            async: false,
            type: "POST",
            url: arsEndpoint + "api/accounts/login",
            data: JSON.stringify({
                user: "username",
                password: "password"
            })
        });
    } catch(e) {
        return "error";
    }

    return _securityToken;
}
```

```
        }),
        contentType: "application/json",
        dataType: "json"
    }).done(function(res) {
        _securityToken = res.Token;
    }).fail(function() {
        _securityToken = "error";
    });
} catch(e) {
    return "error";
}

return _securityToken;
}
```

Customize and Publish the ClickOnce End User Designer

With the ActiveReports Professional Edition, you can use the ClickOnce Designer sample to create your own ClickOnce End User Designer and publish it to ActiveReports Server. The ClickOnce Designer sample is provided with the ActiveReports Server installation.

 To compile the ClickOnce Designer sample, first install ActiveReports with the Professional license.

1. Open the ClickOnce Designer sample in Visual Studio. By default, the ClickOnce Designer sample is located at **C:\ActiveReports 12 Server\SDK\Samples\Click Once Designer**.
2. In Solution Explorer, select the **EndUserDesigner.cs** sample file.
3. Right-click the file and select **View code**.
4. Modify the sample files based on your requirements. For example, in the Code view, find the following code line:

```
private void CreateReport(DesignerReportType type)
{
    reportDesigner.NewReport(type);
    EnableTabs();
    _reportName = "Untitled";
}
```

and replace "Untitled" with "NewReport1".

This replaces the default name of the report before you save it to the file system.

 **Note:** You cannot modify the **Program.cs** file as it contains the ActiveReports Server initialization parameters and other important code.

5. In the **Build** menu, click **Build ClickOnce Designer**.
6. In the **Build** menu, click **Publish ClickOnce Designer** and follow the Publish Wizard. Be sure to enter the path to the ActiveReports Server folder to replace the default ClickOnce End User Designer with the customized one.

 **Note:** When the ClickOnce Designer application is republished after modifications, the existing certificate is revoked from the application. You need to sign the certificate again to create a trusted application.

Samples and Walkthroughs

These topics describe the Server Core samples and provide step-by-step walkthroughs detailing ActiveReports Server project creation.

Samples

These topics explain how to access the sample files installed with ActiveReports Server.

Walkthroughs

Learn to work with ActiveReports 12 Server controls in Visual Studio.

Samples

The ActiveReports Server installation includes several sample projects in Visual Studio 2012, 2013, and 2015 solutions. You can find the solution in C:\ActiveReports 12 Server\SDK\Samples.

To open the solution, double-click the ActiveReports 12 Server SamplesVSxxxx.sln file.

Sample Project	Description
ActiveTunes.SecurityProvider	Shows how to use security providers with ActiveReports Server to control authentication.
Angular REST API Sample	Shows how to call the most frequently used REST API methods in your angular based application linked to ActiveReports Server.
ASP.NET Integration	Shows how to embed the Report Designer control in your own applications, and how to customize the Report List control. It also demonstrates how to use the Web service features using JavaScript.
ASP.NET REST API Sample	Shows how to call the most frequently used REST API methods in your ActiveReports Server application.
Click Once Designer	Shows how to create your own ClickOnce End User Designer and publish it to ActiveReports Server.
HTML5 Viewer	Shows how to use the HTML5 Viewer to preview reports hosted in web applications.
Migration PowerShell Module	Shows how to migrate users, reports, or roles from one server to another.
REST API HTML5 Sample	Shows how to call some of the most frequently used REST API methods in your custom ActiveReports Server application.
WinForms REST API Sample	Shows how to call the most frequently used REST API methods in your Windows Forms application linked to ActiveReports Server.

Also included is a separate Security Provider Sample. See [Custom Security Provider Sample](#) for details.

Custom Security Provider Sample

The ActiveReports Server installation includes a security provider sample that you can find in:

C:\ActiveReports 12 Server\SDK\Samples\ActiveTunes.SecurityProvider

To open the solution, double-click the **ActiveTunes.SecurityProvider.sln** file.

This sample comes with an SQLite database (ActiveTunes.sqlite), which has **Customer** and **Employee** tables. The sample demonstrates how you can log in to ActiveReports Server with the user information saved in those tables and use row-level security.

 **Note:** By default, users from the **Customer** table have the ActiveTunesCustomer role and users from the **Employee** table have the ActiveTunesEmployee role. To enable the setting, you should create the ActiveTunesCustomer and ActiveTunesEmployee roles on the Administrator Dashboard in advance.

To compile and use the Security Provider sample

1. With the sample open in Visual Studio, from the **Build** menu, select **Build Solution**.

 If Nuget Package Manager extension version 2.7 or above is installed, the SQLite assembly is restored on building. If Nuget version is older than 2.7, you need to select 'Restore NuGet Packages' from the solution's context menu.

2. In Windows Explorer, open the following folder, and copy the **ActiveTunes.SecurityProvider.dll** assembly.
C:\ActiveReports 12 Server\SDK\Samples\ActiveTunes.SecurityProvider\ActiveTunes.SecurityProvider\bin\Debug
3. Paste the assembly into the following folder in your ActiveReports 12 Server installation folder.
C:\ActiveReports 12 Server\SecurityProviders
4. On the Administrator Dashboard, in the Configuration section, click **Security Provider**.
5. From the **Custom security provider** drop-down that appears, select **ActiveTunesSecurityProviderFactory**.
6. In the **ConnectionString** property that appears, enter the connection string:

ConnectionString

```
Data Source=C:\ActiveReports 12  
Server\SDK\Samples\ActiveTunes.SecurityProvider\ActiveTunes.sqlite
```

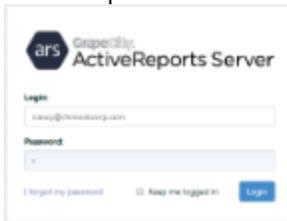
7. To test the custom security provider, in the **Login to test** and **Password to test** boxes, enter test values from the table below.

Login	Password
andrew@chinookcorp.com	1
nancy@chinookcorp.com	2
jane@chinookcorp.com	3
margaret@chinookcorp.com	4
steve@chinookcorp.com	5
michael@chinookcorp.com	6
robert@chinookcorp.com	7
laura@chinookcorp.com	8

8. Click the **Test provider** link to connect to the sample database and verify that the authentication is successful. You will see the following screen.



9. Click the **Apply changes** button.
10. Open the Report Portal and enter **Login** and **Password** values from the table above, e.g. nancy@chinookcorp.com and **2** as password.



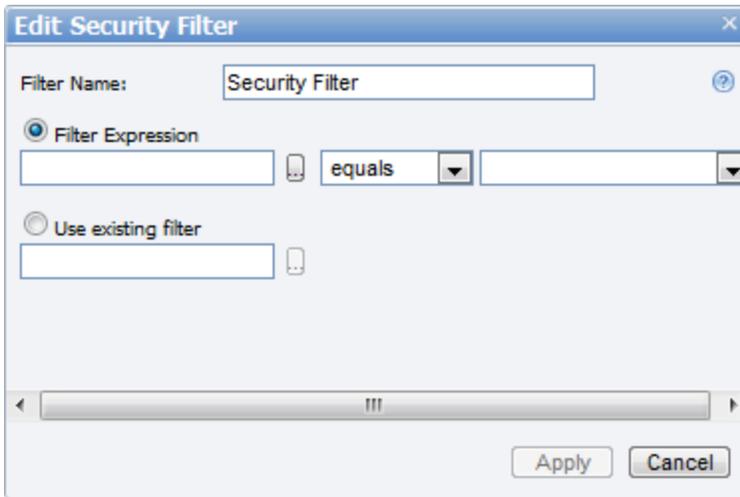
11. You are logged into the Report Portal as a user **Nancy Edwards** from the ActiveTunes security provider.



Now, when you edit the ActiveTunes sample model, you can apply either the EmployeeID or CustomerID filter to any entity.

To add row-level security to the ActiveTunes sample model

1. On the Administrator Dashboard, in the Administration section, click **Models**.
2. In the list of models that appears, next to the **ActiveTunes (Sample)** model, click the **Edit** command.
3. In the model editor that appears, from the **Entities** list to the left, click the entity that you want to filter.
4. In the workspace at the center, next to the **Security Filter** property, click the **Add** command.
5. In the Edit Security Filter dialog that appears, in the box next to **Filter Name**, enter a name for your filter.
6. Select **Filter Expression**, and click the ellipsis button next to the box under that label.



7. In the Select Attribute dialog that appears, select the attribute to which you want to apply the filter condition, and click **OK**.
8. To the right of the **equals** option, click the drop-down arrow and select **UserContext.CustomerID** or **UserContext.EmployeeID**.
9. Click **Apply** to add the filter to the entity.

WinForms REST API Sample

The ActiveReports Server installation includes a REST API sample for WinForms that you can find in:

C:\ActiveReports 12 Server\SDK\Samples\RestApi Sample WinForms

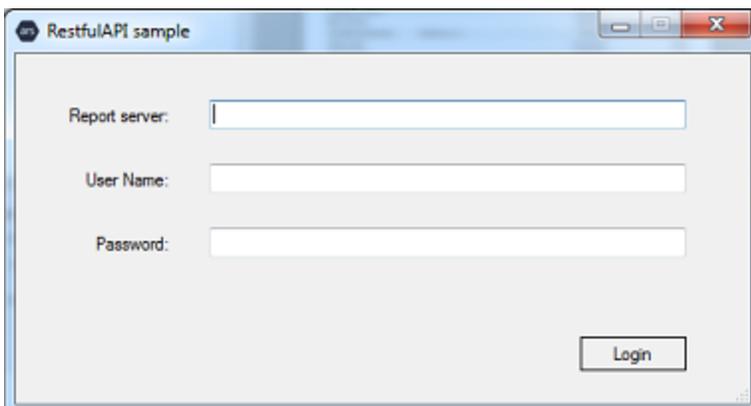
This sample is also part of the ActiveReports Server Samples project that you can find in:

C:\ActiveReports 12 Server\SDK\Samples

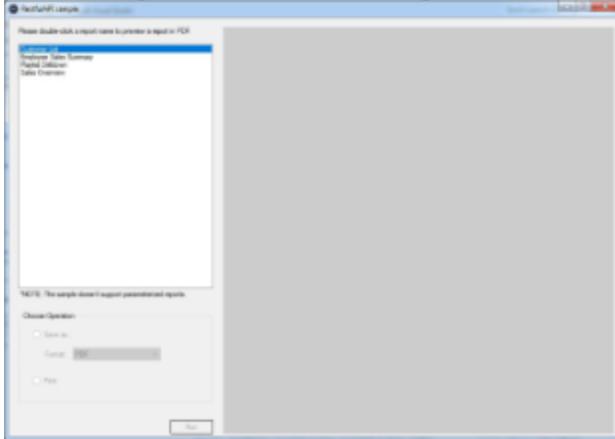
The REST API sample demonstrates how to call the most frequently used REST API methods in your application linked to ActiveReports Server. To open the solution, double-click the WinForms REST API Sample.csproj file.

To run the sample

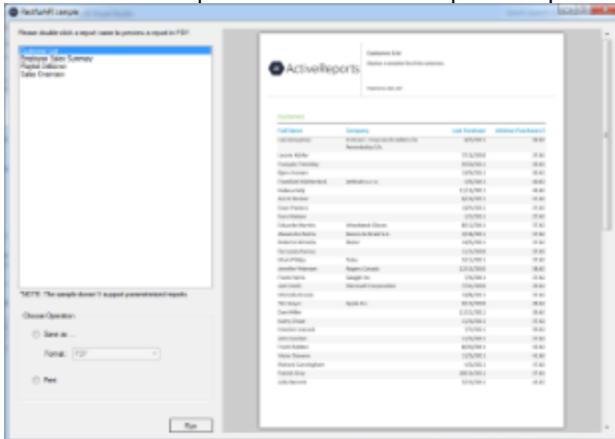
1. When you run the sample, following login screen appears:



2. Enter the login information. Following RestfulAPI sample window appears:



3. Double-click a report from the list of reports to preview it in the right pane.



Note:

- The sample doesn't support parameterized reports.
- Before building the REST API WinForms sample with **NuGet** version lower than 2.7, you need to manually restore the **PDFiumViewer** package. NuGet 2.7 and later versions are automatically restored in Visual Studio.

When a report is open for preview, you can choose one of the following operations to perform on the report.

Save as

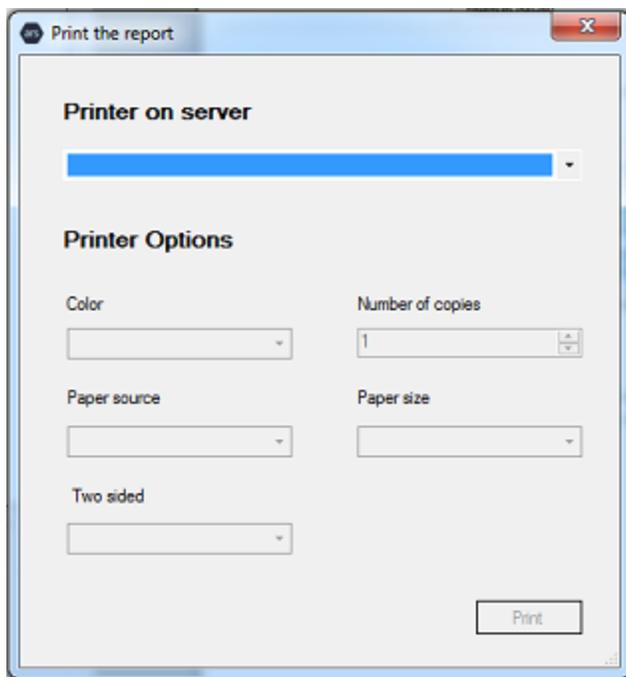
You can choose from the following available formats to save your report. When you click the **Run** button, the report is saved in the selected format.

- PDF. The rendering is performed with the following options.
 - Application: ActiveReports Server
 - Author: ActiveReports Server
 - OptimizeStatic: True
- Word. The rendering is performed with the following options.

- Author: ActiveReports Server
- FileFormat: OOXML
- Image. The rendering is performed with the following options.
 - Compression: Lzw
 - ImageType: TIFF
- HTML. The rendering is performed with the following options.
 - MhtOutput: True
- Excel. The rendering is performed with the following options.
 - MultiSheet: False

Print

When you click the **Run** button with the selected Print option, the following window appears. Select the Server printing options and click **Print**.



For the ActiveReports Server REST API documentation, please see <http://arhelp.grapecity.com/webhelp/AR12Server/WebAPI/index.html>.

REST API HTML5 Sample

The ActiveReports Server installation includes a REST API sample for HTML5 Viewer that you can find in:

C:\ActiveReports 12 Server\SDK\Samples\REST API HTML5 Sample

This sample is also part of the ActiveReports Server Samples sample project that you can find in:

C:\ActiveReports 12 Server\SDK\Samples

The REST API HTML5 sample demonstrates how to call the most frequently used REST API methods in your custom ActiveReports Server application. To open the solution, double-click the REST API HTML5 Sample.csproj file.

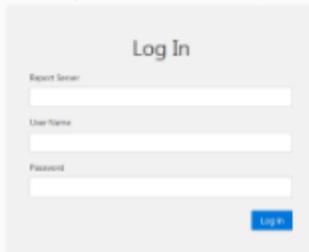
 **Note:** To have the sample work properly, you need to update the ActiveReports Server web-site to accept cross-domain requests. Go to C:\ActiveReports 12 Server\Site path and add the following lines in the **<system.webServer>** section of the **web.config** file:

```
<httpProtocol>
  <customHeaders>
    <add name="Access-Control-Allow-Origin" value="*" />
    <add name="Access-Control-Allow-Headers" value="AuthToken, Authorization, Origin, Content-Type,
Accept, X-Requested-With" />
    <add name="Access-Control-Expose-Headers" value="X-ARS-DocumentId" />
  </customHeaders>
</httpProtocol>
```

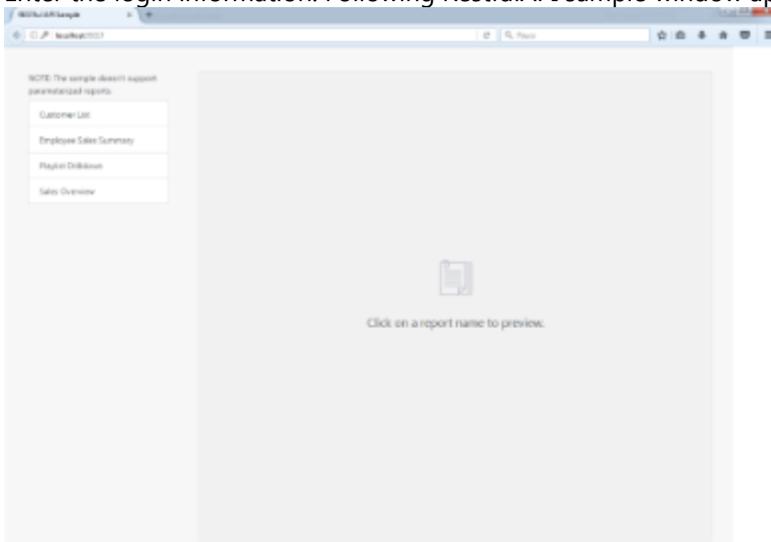
 The sample application requires Internet Explorer 9 or higher.

To run the sample:

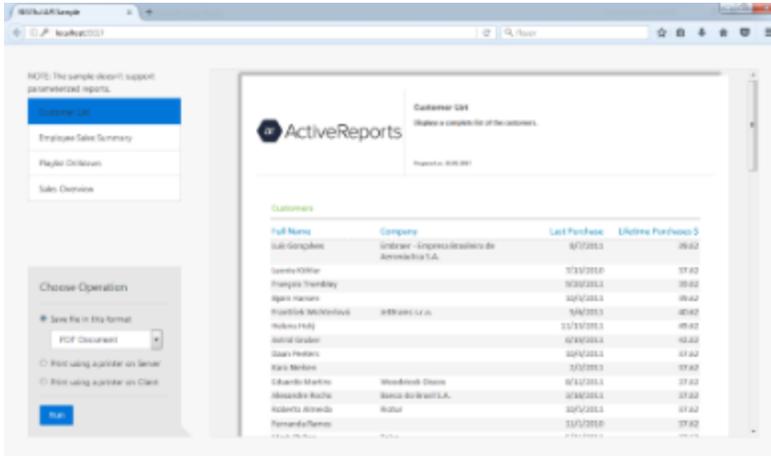
1. When you run the sample, following login screen appears:



2. Enter the login information. Following RestfulAPI sample window appears:



3. Click a report from the list of reports to preview it in the right pane.



When a report is open for preview, you can choose one of the following operations to perform on the report.

Save file in this format

You can choose from the following available formats to save your report. When you click the **Run** button, the report is saved in the selected format.

- PDF Document. The rendering is performed with the following options.
 - Application: ActiveReports Server
 - Author: ActiveReports Server
 - OptimizeStatic: True
- Word Document. The rendering is performed with the following options.
 - Author: ActiveReports Server
 - FileFormat: OOXML
- Image File. The rendering is performed with the following options.
 - Compression: Lzw
 - ImageType: TIFF
- MHTML Web Archives. The rendering is performed with the following options.
 - MhtOutput: True
- Excel Workbook. The rendering is performed with the following options.
 - MultiSheet: False

Print using a printer on Server

When you click the **Run** button with this option selected, the following window appears. Select the Server printing options and click **Print**.



Print using a printer on Client

When you click the **Run** button with this option selected, the report opens. Select the client printing options and click **Print**.

For the ActiveReports Server REST API documentation, please see <http://arhelp.grapecity.com/webhelp/AR12Server/WebAPI/index.html>.

ASP.NET REST API Sample

The ActiveReports Server installation includes an ASP.NET REST API sample that you can find in:

C:\ActiveReports 12 Server\SDK\Samples\ASP.NET REST API Sample

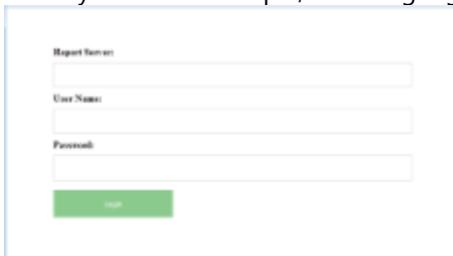
This sample is also part of the ActiveReports Server Samples project that you can find in:

C:\ActiveReports 12 Server\SDK\Samples

The REST API sample demonstrates how to call the most frequently used REST API methods in your application hosted on ActiveReports Server. To open the solution, double-click the ASP.NET REST API Sample.csproj file.

To run the sample:

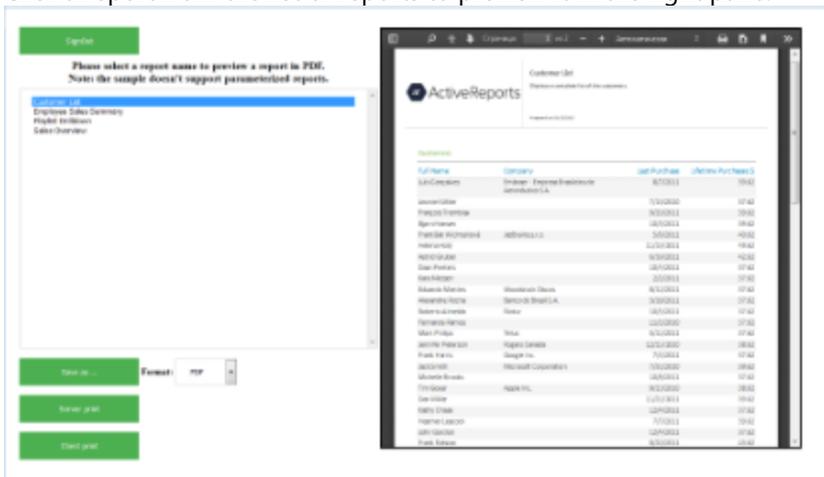
1. When you run the sample, following login screen appears:



2. Enter the login information. Following RestfulAPI sample window appears:



3. Click a report from the list of reports to preview it in the right pane.



NOTE: The sample doesn't support parameterized reports.

When a report is open for preview, you can choose one of the following operations to perform on the report.

Save as

You can choose from the following available formats to save your report. When you click the **Run** button, the report is saved in the selected format.

- PDF. The rendering is performed with the following options.
 - Application: ActiveReports Server
 - Author: ActiveReports Server
 - OptimizeStatic: True
- Word. The rendering is performed with the following options.
 - Author: ActiveReports Server
 - FileFormat: OOXML
- Image. The rendering is performed with the following options.
 - Compression: Lzw
 - ImageType: TIFF
- HTML. The rendering is performed with the following options.
 - MhtOutput: True
- Excel. The rendering is performed with the following options.
 - MultiSheet: False

Server print

When you click the **Server print** button, the following window appears. Select the Server printing options and click **Print**.



Client print

When you click the **Client print** button, the print preview window opens. Select the client printing options and click **Print**.

Project Details

The **Scripts** folder contains the following javascript files and its dependencies required to build this application:

- PrintingService.js
- validation.js

The **Styles** folder contains the StyleSheet.css file that stores styles for the sample.

The **Constants.cs** file contains string values that are required for the REST API methods in the sample.

The **Domain.cs** file contains enumerations and classes used in the sample.

The **ExportReportHandler.cs** file contains code that allows the sample reports to process.

The **LoginPage.aspx** file is the Web page of the sample that shows the login screen.

The **Main.aspx** file is the main Web page with the options that demonstrate the sample features.

The **RestClient.cs** file contains code for the **CustomWebClient API** and the **RestClient API**.

The **SampleResources.resx** file contains the string values for the captions, labels and error messages that are used in the sample.

The **ServerPrint.aspx.cs** file contains code that sets up server-side printing and print properties.

The **Utils.cs** file contains code that sets export settings for each export type.

The **Web.config** file is the configuration file that allows ActiveReports Server to process the sample.

For the ActiveReports Server REST API documentation, please see <http://arhelp.grapecity.com/webhelp/AR12Server/WebAPI/index.html>.

Angular REST API Sample

The ActiveReports Server installation includes a REST API sample for Angular 4 that you can find in:

C:\ActiveReports 12 Server\SDK\Samples\Angular REST API Sample

This sample is also part of the ActiveReports Server Samples project that you can find in:

C:\ActiveReports 12 Server\SDK\Samples

The REST API sample demonstrates how to call the most frequently used REST API methods in your application linked to ActiveReports Server.

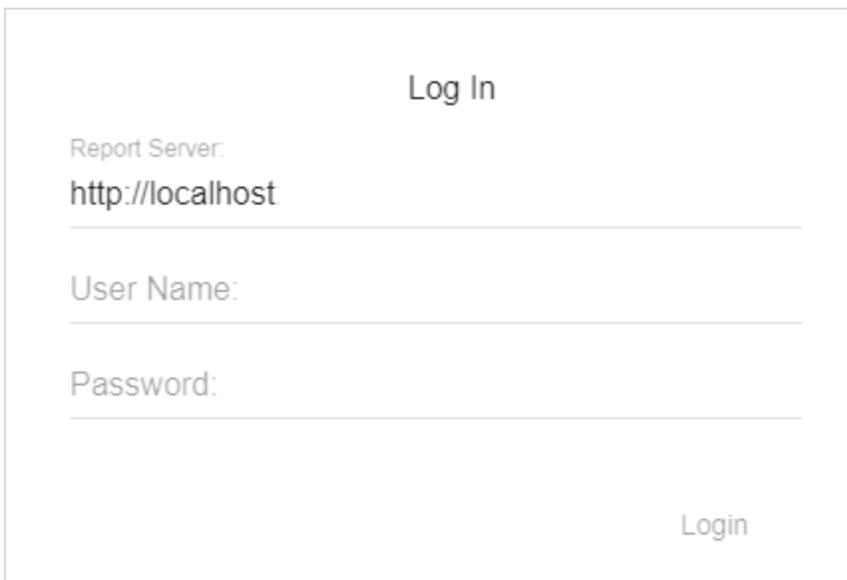
Note: Before you run the Angular REST API sample, you need to follow certain set of instructions that are given in the Prerequisites section in the README.md file. The location of this file is : C:\ActiveReports 12 Server\SDK\Samples\Angular REST API Sample

To run the sample

1. Open the command prompt window, type the following and press enter :
cd C:\ActiveReports 12 Server\SDK\Samples\Angular REST API Sample
2. Execute the below command to start installing the package and link dependencies:
yarn install
3. After the installation is finished, run the following command to compile the package and start the server.
yarn start
4. After the compilation is successful, open <http://localhost:54512/> in browser.

To work with the sample

1. When you open the browser, following login screen appears:



Log In

Report Server:
http://localhost

User Name:

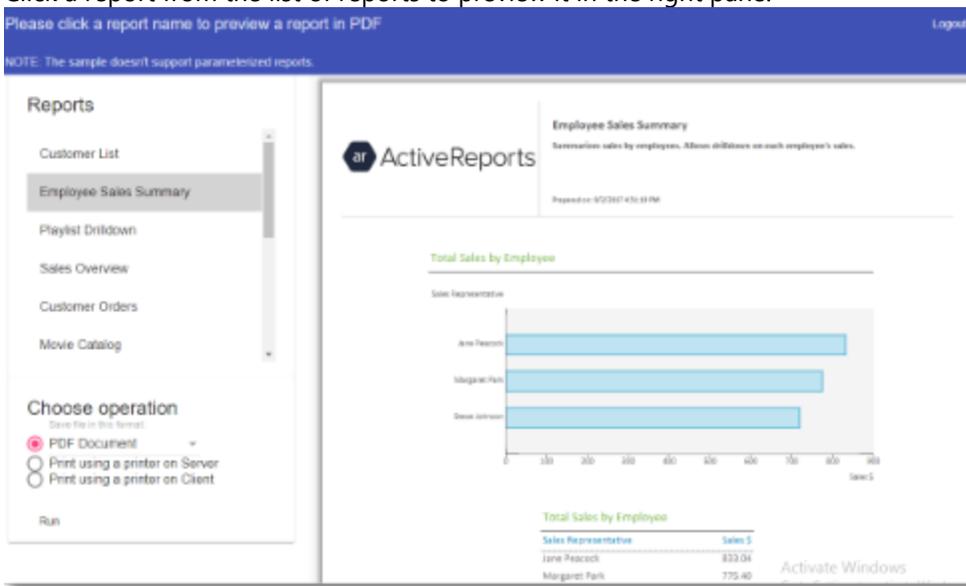
Password:

Login

2. Enter the login information. Following RestfulAPI sample window appears:



3. Click a report from the list of reports to preview it in the right pane.



Note:

- This sample does not support parameterized reports.
- Internet Explorer 9 and 10 browsers are not supported by this sample.

When a report is opened for preview, you can choose one of the following operations to perform on the report.

Save as

You can choose from the following available formats to save your report. When you click the **Run** button, the report is saved in the selected format.

- PDF Document - The rendering is performed with the following options.
 - Application: ActiveReports Server

- Author: ActiveReports Server
- OptimizeStatic: False
- Word Document - The rendering is performed with the following options.
 - Author: ActiveReports Server
 - FileFormat: OOXML
- Image File- The rendering is performed with the following options.
 - Compression: Lzw
 - ImageType: TIFF
- MHTML Web archives - The rendering is performed with the following options.
 - MhtOutput: True
- Excel Workbook - The rendering is performed with the following options.
 - MultiSheet: False

Print using a printer on server

When you click the **Run** button with the selected Print option, the following window appears. Select the Server printing options and click **Print**.

Print on server ✕

Printer on server

Printer 'Canon_GF' on host 'IN-VM-W101511' ▼

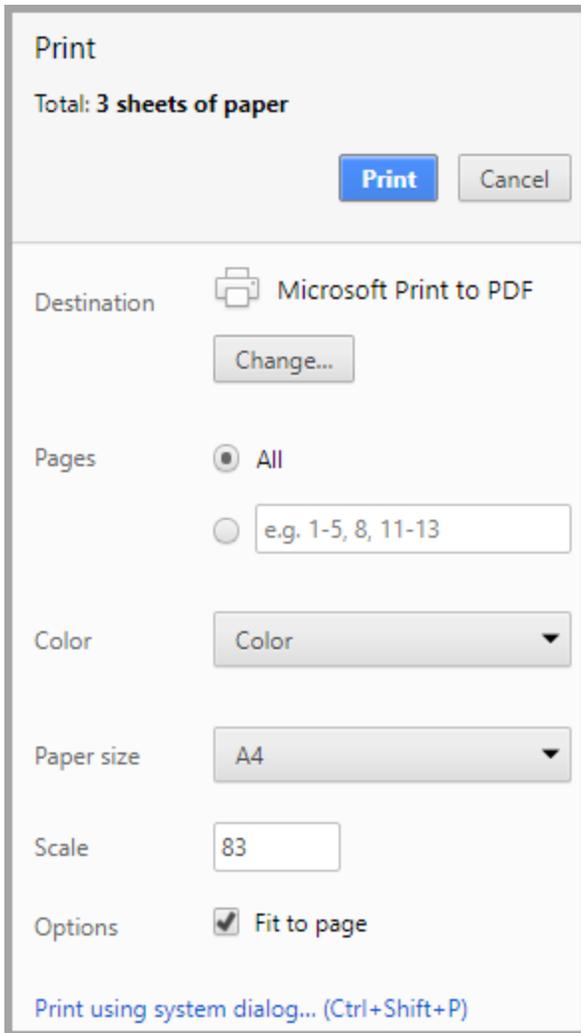
Printer Options

Color	Number of copies
_____ ▼	1 _____ ▼
Paper source	Paper size
Auto _____ ▼	Letter _____ ▼
Two sided	
_____ ▼	

Print

Print using a printer on client

When you click the **Run** button with the selected Print option, the following window appears. Select the Server printing options and click **Print**.



For the ActiveReports Server REST API documentation, please see <http://arhelp.grapacity.com/webhelp/AR12Server/WebAPI/index.html>.

Migration PowerShell Module Sample

ActiveReports Server provides a **Migration PowerShell Module** sample to migrate resources (reports, models, roles, or other resources) from one server to another. This sample provides a list of commands to enable users to choose the resources to migrate. You can find the Migration PowerShell Module sample at the following location.

C:\ActiveReports 12 Server\SDK\Samples\Migration PowerShell Module

To run the sample

1. Open the Windows PowerShell console.
2. Enter the following command:
cd "%\Samples\Migration PowerShell Module"
3. In the PowerShell console, execute the following commands to start using the module:

```
PS C:\> Set-ExecutionPolicy Unrestricted -Scope CurrentUser
PS C:\> Import-Module .\ArsMigration.psd1
```

 Note: A warning message appears on executing the above command: "The names of some imported commands from the module 'ArsMigration' include unapproved verbs that might make them less discoverable. To find the commands with unapproved verbs, run the Import-Module command again with the Verbose parameter. For a list of approved verbs, type Get-Verb." To disable the warning message, execute the following command:

```
PS C:\> Import-Module .\ArsMigration.psd1 -disablenamechecking
```

To get a list of available commands

```
PS C:\> Get-Command -Module ArsMigration
```

Available commands

Export-ArsData

Exports the data from ActiveReports Server.

Syntax	Export-ArsData [[-Types] <String[]>] [-Path] <String> [[-Session] <PSObject>] [<CommonParameters>]
Parameters	<p>-Types <String[]>: The types of resources to export. If not specified all supported resources are exported.</p> <p> Note: To export all the roles, the roles Types parameter should be specified as '\$roles'.</p> <p>-Path <String>: The output file in which to store the exported archive.</p> <p>-Session <PSObject>: The session object for the target server.</p> <p><CommonParameters>: This cmdlet supports these common parameters: Verbose, Debug, ErrorAction, ErrorVariable, WarningAction, WarningVariable, OutBuffer, PipelineVariable, and OutVariable. For more information, see About CommonParameters.</p>
Required Parameter	Path
Examples	<ul style="list-style-type: none"> • Export-ArsData -Types reports,models,themes -Path data.zip • Export-ArsData -Path data.zip • Export-ArsData -Types reports,models,themes -Path data.zip -Session @{uri='http://another-ars-instance'; token='123...'} • Export-ArsData -Types '\$roles' -Path data_roles.zip

Get-ArsList

Retrieves the list of resources of the specified type from ActiveReports Server.

Syntax	Get-ArsList [-Type] <String> [[-Session] <PSObject>] [<CommonParameters>]
Parameters	-Type <String>: The type of resources to list.

	<p>-Session <PSObject>: The session object for the target server.</p> <p><CommonParameters>: This cmdlet supports these common parameters: Verbose, Debug, ErrorAction, ErrorVariable, WarningAction, WarningVariable, OutBuffer, PipelineVariable, and OutVariable. For more information, see About CommonParameters.</p>
Required Parameter	Type
Examples	<ul style="list-style-type: none"> • Get-ArsList -Type Report • Get-ArsList -Type Report -Session @{uri='http://another-ars-instance'; token='123...'}

Get-ArsResource

Retrieves the content of the specified resource.

Syntax	Get-ArsResource [-Id] <String> [-Type] <String> [[-Path] <String>] [-Description] [[-Session] <PSObject>] [<CommonParameters>]
Parameters	<p>-Id <String>: The ID of the resource.</p> <p>-Type <String>: The type of resource.</p> <p>-Path <String>: The path to the output file.</p> <p>-Description [<SwitchParameter>]:</p> <p>-Session <PSObject>: The session object for the target server.</p> <p><CommonParameters>: This cmdlet supports these common parameters: Verbose, Debug, ErrorAction, ErrorVariable, WarningAction, WarningVariable, OutBuffer, PipelineVariable, and OutVariable. For more information, see About CommonParameters.</p>
Required Parameter	Id Type
Examples	<ul style="list-style-type: none"> • Get-ArsResource -id 224234d34234 -Type report • Get-ArsResource -id 224234d34234 -Type report -Path data.rdlx • Get-ArsResource -id 224234d34234 -Type report -Path data.rdlx -Description:\$true

Import-ArsData

Imports the previously exported data from the specified file to the target ActiveReports Server.

Syntax	Import-ArsData [-Path] <String> [[-Session] <PSObject>] [<CommonParameters>]
Parameters	<p>-Path <String>: The path to the exported archive.</p> <p>-Session <PSObject>: The session object for the target server.</p> <p><CommonParameters>: This cmdlet supports these common parameters: Verbose, Debug, ErrorAction, ErrorVariable, WarningAction, WarningVariable, OutBuffer, PipelineVariable, and OutVariable. For more information, see About CommonParameters.</p>

Required Parameter	Path
Examples	<ul style="list-style-type: none"> • Import-ArsData -Path data.zip • Import-ArsData -Path data.zip -Session @{uri='http://another-ars-instance'; token='123...'}

Migrate-ArsResource

Migrates a single resource from one server to another.

Syntax	Migrate-ArsResource [-Type] <String> [-Id] <String> [[-From] <PSObject>] [[-To] <PSObject>] [-SkipValidation] [<CommonParameters>]
Parameters	<p>-Type <String>: The resource type to migrate.</p> <p>-Id <String>: The resource ID of the resource being migrated.</p> <p>-From <PSObject>: The session object specifying the server to migrate data from.</p> <p>-To <PSObject>: The session object specifying the server to migrate data to.</p> <p>-SkipValidation [<SwitchParameter>]</p> <p><CommonParameters>: This cmdlet supports these common parameters: Verbose, Debug, ErrorAction, ErrorVariable, WarningAction, WarningVariable, OutBuffer, PipelineVariable, and OutVariable. For more information, see About CommonParameters.</p>
Required Parameter	Id Type
Examples	<ul style="list-style-type: none"> • Migrate-ARsResource -type report -id 582069eb5302 • \$prodServer=New-ArsSession -User admin -Password 2 -Uri http://another-ars-instance/ Migrate-ArsResource -Type report -Id 5809a9249497eb1298b4486b -To \$prodServer • Migrate-ARsResource -type report -id 582069eb53020c3da8930f0a -To (new-arsession -user admin -password admin -uri http://another-ars-instance) • Migrate-ARsResource -type report -id 582069eb53020c3da8930f0a -from (new-arsession -user admin -password admin -uri http://another-ars-instance) -TO (new-arsession -user admin -password admin -uri http://another-ars-instance)

Migrate-ArsResources

Migrates all resources of the specified type.

Syntax	Migrate-ArsResources [[-Type] <String[]>] [[-From] <PSObject>] [[-To] <PSObject>] [<CommonParameters>]
Parameters	-Type <String[]>: The resource type to migrate.

	<p> Note: To migrate all the roles, the roles Types parameter should be specified as '\$roles'.</p> <p>-From <PSObject>: The session object specifying the server to migrate data from.</p> <p>-To <PSObject>: The session object specifying the server to migrate data to.</p> <p><CommonParameters>: This cmdlet supports these common parameters: Verbose, Debug, ErrorAction, ErrorVariable, WarningAction, WarningVariable, OutBuffer, PipelineVariable, and OutVariable. For more information, see About CommonParameters.</p>
Required Parameter	Null
Examples	<ul style="list-style-type: none"> • \$from = New-ArsSession -User admin -Password 1 -Urihttp://localhost:8080/ \$to = New-ArsSession -User admin -Password 2 -Uri http://another-ars-instance/ Migrate-ArsResources -Type reports,models -From \$from -To \$to • Migrate-ArsResources -Type users,'\$roles' -To (New-ArsSession -User admin -Password 2 -Uri http://another-ars-instance/) • Migrate-ArsResources • Migrate-ArsResources -To (New-ArsSession -User admin -Password 2 -Uri http://another-ars-instance/)

New-ArsResource

Uploads the resource to the ActiveReports Server.

Syntax	<ul style="list-style-type: none"> • New-ArsResource [-Name <String>] -Type <String> -Path <String[]> [-Overwrite] [-SkipValidation] [-Session<PSObject>] [<CommonParameters>] • New-ArsResource [-Name <String>] -Type <String> -Content <Array> [-Overwrite] [-SkipValidation] [-Session<PSObject>] [<CommonParameters>]
Parameters	<p>-Name <String>: The name of the new resource.</p> <p>-Type <String>: The type of the new resource.</p> <p>-Path <String[]>: The path to the file to upload.</p> <p>-Content <Array>: The contents of the resource as an array.</p> <p>-Overwrite [<SwitchParameter>]: Specifies whether to overwrite any existing resource with the same name.</p> <p>-SkipValidation [<SwitchParameter>]</p> <p>-Session <PSObject>: The session object for target server.</p> <p><CommonParameters>: This cmdlet supports these common parameters: Verbose, Debug, ErrorAction, ErrorVariable, WarningAction, WarningVariable, OutBuffer, PipelineVariable, and OutVariable. For more information, see About CommonParameters.</p>
Required	Type

Parameter	Path Content
Examples	<ul style="list-style-type: none"> • <code>New-ArsResource -Type report -Name Invoice -Path invoice.rdlx</code> • <code>New-ArsResource -Type report -Name Invoice -Path invoice.rdlx - Overwrite:\$true</code> • <code>New-ArsResource -Type report -Name Invoice -Path invoice.rdlx - Overwrite:\$true -Session @{uri='http://another-ars-instance'; token='123...'}</code> • <code>New-arsresource -name mymigrationreport -type report -content "<Content>"</code>

New-ArsSession

Creates a session using the specified user credentials and ActiveReports Server URI.

Syntax	<code>New-ArsSession [-User] <String> [-Password] <String> [[-Uri] <String>] [-Default] [<CommonParameters>]</code>
Parameters	<p><code>-User <String></code>: The user name for the session.</p> <p><code>-Password <String></code>: The password of the specified user.</p> <p><code>-Uri <String></code>: The server URI.</p> <p><code>-Default [<SwitchParameter>]</code>: Specifies whether to set the result as the default session for other cmdlets.</p> <p><code><CommonParameters></code>: This cmdlet supports these common parameters: <code>Verbose</code>, <code>Debug</code>, <code>ErrorAction</code>, <code>ErrorVariable</code>, <code>WarningAction</code>, <code>WarningVariable</code>, <code>OutBuffer</code>, <code>PipelineVariable</code>, and <code>OutVariable</code>. For more information, see About CommonParameters.</p>
Required Parameter	User Password
Examples	<ul style="list-style-type: none"> • <code>New-ArsSession -user admin -password admin</code> • <code>New-ArsSession -user admin -password admin -uri http://another-ars-instance</code> • <code>New-ArsSession -user admin -password admin -uri http://another-ars-instance/ -default:\$true</code>

To get help about a specific command

PS C:> `Get-Help <Command> -Full`

To install the module for a current user and enable the module autoload

Place the module files into the following directory:

```
$Home\Documents\WindowsPowerShell\Modules\ArsMigration
```

Walkthroughs

Learn to use ActiveReports Server controls and API in Visual Studio.

[Using the ReportList Web Control](#)

This topic explains how to use the ReportList control on a Web Form.

[Uploading a Code-Based Section Report](#)

This topic explains how to upload a code-based section report by the UploadResource method.

[Rendering a Code-Based Section Report](#)

This topic explains how to render a code-based section report by the RenderReport method.

[Downloading a Code-Based Section Report](#)

This topic explains how to download a code-based section report by the Download method.

[UserContext for Multi-Tenancy](#)

The topic explains how to provide specific report data to the user logged onto the Server by setting the UserContext attribute in ActiveReports report.

Using the ReportList Web Control

You can use the **ReportList** control to retrieve a list of available reports from ActiveReports Server. You can also use it to let your users export reports to PDF, Word, or Excel format. Here is how to retrieve reports from the server by entering credentials in the log-in screen or through the Web.config file.

To create a log-in page



Note: The following steps are not required if you are adding credentials in the Web.config file.

1. In Visual Studio, create a new C# ASP.NET Web Site.
2. Open the Design view of your default Web Form and from the Standard section of the Toolbox, drag the following controls and drop them onto the body section of the Web Form, setting their properties as in the table below.

Controls for the Log In page

Control	Text Property
Label	User Name:
TextBox	?
Label	Password:
TextBox	?
Button	Log In

3. Select **Add New Item** from the Website menu of Visual Studio.
4. In the **Add New Item** dialog that appears, select **Class**, enter SessionStorage.vb/SessionStorage.cs in the name field and click **Add**.
5. Replace the SessionStorage.vb/SessionStorage.cs code with the following code:

Visual Basic

```
Visual Basic (Paste INSIDE SessionStorage.vb)
Imports System
Imports System.Web
```

```

Namespace App_Code
    Public Class SessionStorage

        Private Const SecurityTokenKey As String = "{DEBDB016-040A-48f4-B568-897E6D410919}"

        Public Shared Property SecurityToken() As String
            Get
                Return TryCast(HttpContext.Current.Session(SecurityTokenKey),
String)
            End Get
            Set(value As String)
                HttpContext.Current.Session(SecurityTokenKey) = value
            End Set
        End Property
    End Class
End Namespace

```

C#**C# (Paste INSIDE SessionStorage.cs)**

```

using System;
using System.Web;

namespace App_Code
{
    public static class SessionStorage
    {
        private const string SecurityTokenKey = "{DEBDB016-040A-48f4-B568-897E6D410919}";

        public static string SecurityToken
        {
            get { return HttpContext.Current.Session[SecurityTokenKey] as string; }
            set { HttpContext.Current.Session[SecurityTokenKey] = value; }
        }
    }
}

```

- At the top of Default.aspx.vb/Default.aspx.cs, with the other Imports/using directives, paste the following code to use the Servicing namespace and App_Code namespace.

Visual Basic**Visual Basic (Paste at the top of file)**

```

Imports ActiveReports.Server.ReportControls.Servicing
Imports App_Code

```

C#

C# (Paste at the top of file)

```
using ActiveReports.Server.ReportControls.Servicing;  
using App_Code;
```

 **Note:** An error occurs on the following line until you add the ActiveReports.Server.ReportControls.dll reference using the steps mentioned in **To add the ReportList control to a Web Form**.

```
using ActiveReports.Server.ReportControls.Servicing;
```

7. Double-click the button to create a button click event. The *.cs file for the page appears with the cursor inside the button click event.
8. In the button click event, paste the following code to get the security token from the user's credentials entered in the log-in screen.

Visual Basic

Visual Basic (Paste INSIDE the button click event)

```
Dim username = TextBox1.Text  
Dim password = TextBox2.Text  
  
Dim reportService = New ReportServiceProxy()  
SessionStorage.SecurityToken = Nothing  
  
Dim securityToken = reportService.Login(username, password, Nothing, False)  
  
SessionStorage.SecurityToken = securityToken  
Server.Transfer("Default2.aspx")
```

C#

C# (Paste INSIDE the button click event)

```
var username = TextBox1.Text;  
var password = TextBox2.Text;  
  
var reportService = new ReportServiceProxy();  
SessionStorage.SecurityToken = null;  
  
var securityToken = reportService.Login(username, password, null, false);  
  
SessionStorage.SecurityToken = securityToken;  
Server.Transfer("Default2.aspx");
```

 **Note:** An error occurs on the following line until you add the **ActiveReports.Server.ReportControls.dll** reference using the steps mentioned in **To add the ReportList control to a Web Form**.

```
Dim reportService = New ReportServiceProxy()  
OR
```

```
var reportService = new ReportServiceProxy();
```

9. In the Web.config file, add the following code to enable the compatibility mode.

To enable the ASP.NET compatibility mode

ASP.NET code. Paste BETWEEN the <configSections> tag and </configSections>

```
<system.serviceModel>
  <serviceHostingEnvironment aspNetCompatibilityEnabled="true" />
</system.serviceModel>
```

To create an .svc file for the WCF service

 **Note:** These steps are required when using an ASP.NET website. You do not need to create the .svc file manually in an ASP.NET Web application, as it automatically adds a service file when you drop a ReportList control on the web form.

1. Select **Add New Item** from the **Website** menu of Visual Studio.
2. In the **Add New Item** dialog that appears, select **WCF**, enter **ReportService.svc** in the name field and click **Add**.
3. Replace the ReportService.svc code with the following code:

To create .svc file for WCF service

ASP.NET code

```
<%@ ServiceHost
Service="ActiveReports.Server.ReportControls.Servicing.ReportServiceProxy"
Factory="ActiveReports.Server.ReportControls.Servicing.ReportServiceHostFactory" %>
```

4. In the App_Code file, the following files are added by default. You need to delete these files as they are not required.
 - o IReprotService.cs
 - o ReprotService.cs

To add the ReportList control to a Web Form

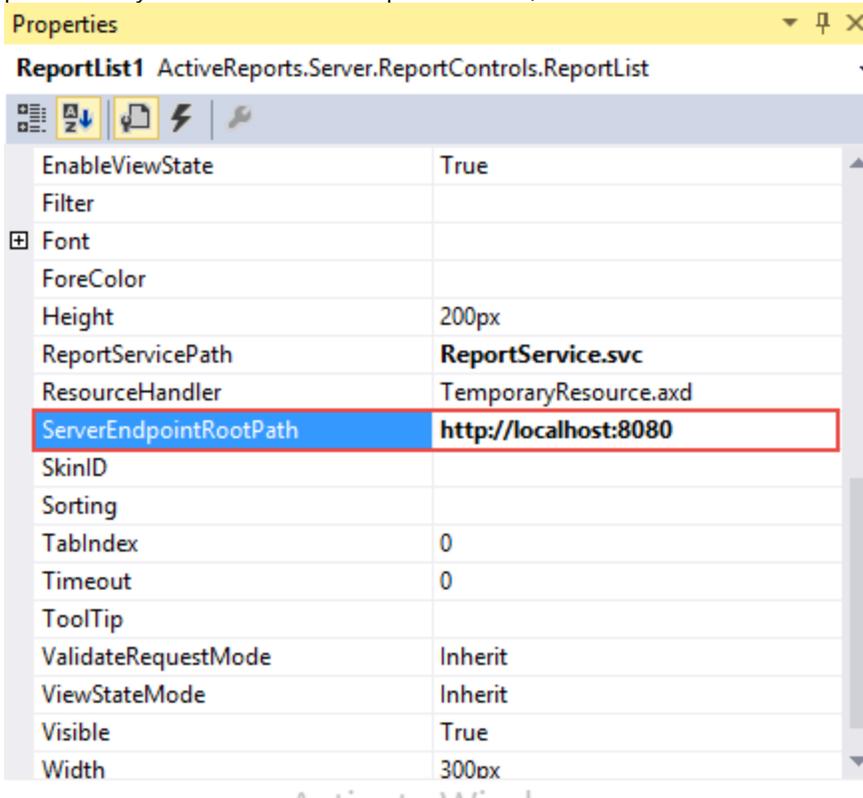
1. Add a second Web Form to your project, **Default2.aspx**. (Use the default Web form if you did not create a Log-in page.)
2. Open the Design view of your Web Form and from the toolbox, drag and drop the ReportList control onto the body section of the Web Form.

If you need to add the control to your toolbox, drop down these steps.

1. Right-click in the General tab and select **Choose items**.
 2. In the Choose Toolbox Items dialog that appears, the .NET Framework Components tab is selected by default. Click the **Namespace** column header to sort by namespace.
 3. The ActiveReports.Server.ReportControls namespace is at or near the top of the list. Select the checkbox next to **ReportList** and click **OK**.
 4. The ReportList control appears in your Visual Studio toolbox.
3. In the message box that appears, click **Yes** to automatically add the .svc file to your Web site to give the report list access to proxy services.

 **Note:** The .svc file is not added automatically in an ASP.NET Website. You need to manually add the **ReportService.svc** file using the steps in **To create an .svc file for the WCF service**.

- In the Properties window, set the **ServerEndpointRootPath** property to the URL that you want to use as the basis for all of the other URLs in your site, which can then be set as relative URLs. (Replace localhost:8080 with the site port where you installed ActiveReports Server)



 **Note:** The **ReportServicePath** property is not automatically set in an ASP.NET website. You need to manually set the file path of ReportService.svc.

- You can resize the control by changing the **Width** property in the Properties grid.

To display the report list on the ReportList control

You can specify the security token and ActiveReports 12 Server host using code in a Global Application Class.

- From the Visual Studio **Website** menu, select **Add New Item**.
- In the Add New Item dialog that appears, select **Global Application Class** and click **Add**.
- Below the Application Language tag at the top of Global.asax, import the Servicing namespace so that you can use the ReportServiceProxy with a directive like the following:

To import the Servicing namespace

ASP.NET code. (Paste on the line BELOW the Application Language line)

```
<%@ Import Namespace="ActiveReports.Server.ReportControls.Servicing" %>
<%@ Import Namespace="App_Code" %>
```

 **Note:** You need to add directives to the Global.asax.vb or Global.asax.cs file when using an ASP.NET Web

application.

Visual Basic (Paste at the top of Global.asax.vb file)

```
Imports ActiveReports.Server.ReportControls.Servicing
Imports App_Code
```

C# (Paste at the top of Global.asax.cs file)

```
using ActiveReports.Server.ReportControls.Servicing;
using App_Code;
```

- Below the Application Start event, create the ResolveRemoteEndpoint event using code like the following, but with your address and security token:

Visual Basic

Visual Basic (Paste in the Global.asax file AFTER the Application_Start event)

```
Private Shared Sub ResolveRemoteEndpoint(remoteEndpoint As RemoteEndpoint)
    remoteEndpoint.Address = "http://localhost:8080"
    remoteEndpoint.SecurityToken = SessionStorage.SecurityToken
End Sub
```

C#

C# (Paste in the Global.asax file AFTER the Application_Start event)

```
static void ResolveRemoteEndpoint(RemoteEndpoint remoteEndpoint)
{
    remoteEndpoint.Address = "http://localhost:8080";
    remoteEndpoint.SecurityToken = SessionStorage.SecurityToken;
}
```

- Provide a handler for the ResolveRemoteEndPoint event using code like the following in the Application Start event:

To provide a handler for the event

C# code. Paste INSIDE the Application_Start event.

```
ReportServiceProxy.ResolveRemoteEndpoint += ResolveRemoteEndpoint;
```

You can also specify the user name, password, and ActiveReports 12 Server host in your web application's web.config file.

 **Note:** Use the following steps to add credentials to the Web.config file without creating a log-in page.

In the web.config file, add credentials using code like the following.

ASP.NET code. Paste in the web.config file AFTER the </configSections> tag.

```
<configSections>
    <sectionGroup name="activerreports.server">
```

```

    <section name="reportServiceProxy"
type="ActiveReports.Server.ReportControls.Configuration.ActiveReportsServerSection,
    ActiveReports.Server.ReportControls, Version=12.x.xxxx.0, Culture=neutral,
PublicKeyToken=d557f2f30a260da2" allowDefinition="Everywhere" />
    </sectionGroup>
</configSections>
<activeresports.server>
    <reportServiceProxy remoteReportServicePath="http://localhost:8080/"
username="MyUserName" password="MyPassword" />
</activeresports.server>

```

 **Note:** Replace "Version=12.x.xxxx.0" with the version number of the installed ActiveReports 12 Server.

At run time, the ReportList control retrieves all of the reports from ActiveReports 12 Server, and provides buttons to export each to PDF, Word, and Excel.

Uploading a Code-Based Section Report

You can upload all types of developer-created ActiveReports to the server using the [UploadResource](#) method. This topic explains how to upload a code-based section report.

1. From the Visual Studio **File** menu, select **New Project**.
2. In the **New Project** dialog that appears, select Visual C# or Visual Basic from the template list, click Windows and select **Console Application**.
3. Rename the project to **UploadReport** and click **OK**.

 **Note:** The target framework of the project must be set to .NET Framework 4.5 or above.

4. From the Visual Studio **Project** menu, select **Add Service Reference**.
5. In the **Add Service Reference** dialog that appears, enter the following address in the **Address** field.

Paste in the Address box, replacing 8080 with the site port where you installed ActiveReports 12 Server.

```
http://localhost:8080/ReportService.svc
```

6. Click **Go**, and when the ReportService appears in the Services pane, you can expand it and select the service interface to reveal its available operations in the pane to the right.
7. Rename the Namespace that you want to use to **ReportService** and click **OK**. The reference appears in the Solution Explorer.
8. Open the app.config file and in the address attribute of the endpoint element, check whether the service address set in step 5 is correct. Replace the address if it is not correct.

Confirm the value of address attribute in the endpoint element of the app.config file

```

<client>
  <endpoint address="http://localhost:8080/ReportService.svc"
    binding="wsHttpBinding" bindingConfiguration="WSHttpBinding_IReportService"
    contract="ReportService.IReportService" name="WSHttpBinding_IReportService" />
</client>

```

 **Note:** The service address may not get updated automatically by the server configuration of the installed ActiveReports Server.

9. In Program.cs or Module1.vb, add the following statements to the using/Imports statements at the top of the code.

Visual Basic

Visual Basic code (Add to the list of Imports statements at the top of the code.)

```
Imports System.IO
Imports UploadReport.ReportService
```

C#

C# code(Add to the list of using statements at the top of the code.)

```
using System.IO;
using UploadReport.ReportService;
```

10. In Program.cs or Module1.vb, add the following code into the Main method.

Visual Basic

Visual Basic code (Paste the following code into the Main method of the Module1 module declaration)

```
Dim filepath As String = "C:\section_report.rpx"
Dim serverUserName = "USER"
Dim serverUserPwd = "PASS"
Dim uploadOptions = New UploadOptions() With { _
    .Overwrite = True _
}
Dim reportService = New ReportServiceClient("WSHttpBinding_IReportService")
Dim securityToken = reportService.Login(serverUserName, serverUserPwd, Nothing, True)

' Name: Report name to display after the upload.
' ReportType: Type of the report to upload.
' ClassName: Class name. Specify while uploading code-based section report.
' AssemblyResourceId: Assembly Resource ID. Specify while uploading code-based section
report.
Dim reportDescription As New ReportDescription()
With reportDescription
    .Name = "Test Report"
    .ReportType = ReportType.SectionReport
    .ClassName = Nothing
    .AssemblyResourceId = Nothing
End With
reportService.UploadResource(securityToken, ReportDescription,
Convert.ToBase64String(File.ReadAllBytes(filepath)), UploadOptions)
```

C#

C# code (Paste the following code into the Main method of the Program class declaration)

```
string filepath = @"C:\section_report.rpx";
var serverUserName = "USER";
var serverUserPwd = "PASS";
var uploadOptions = new UploadOptions { Overwrite = true };
var reportService = new ReportServiceClient("WSHttpBinding_IReportService");
var securityToken = reportService.Login(serverUserName, serverUserPwd, null, true);

// Name: Report name to display after the upload.
// ReportType: Type of the report to upload.
// ClassName: Class name. Specify while uploading code-based section report.
// AssemblyResourceId: Assembly Resource ID. Specify while uploading code-based section
```

```

report.
var reportDescription = new ReportDescription()
{
    Name = "Test Report",
    ReportType = ReportType.SectionReport,
    ClassName = null,
    AssemblyResourceId = null
};
reportService.UploadResource(securityToken, reportDescription,
Convert.ToBase64String(File.ReadAllBytes(filepath)), uploadOptions);

```

11. Run the project.

UserContext in Multi-Tenant Reports

The topic demonstrates different ways how to provide specific report data to a current user by setting the UserContext attribute in a report.

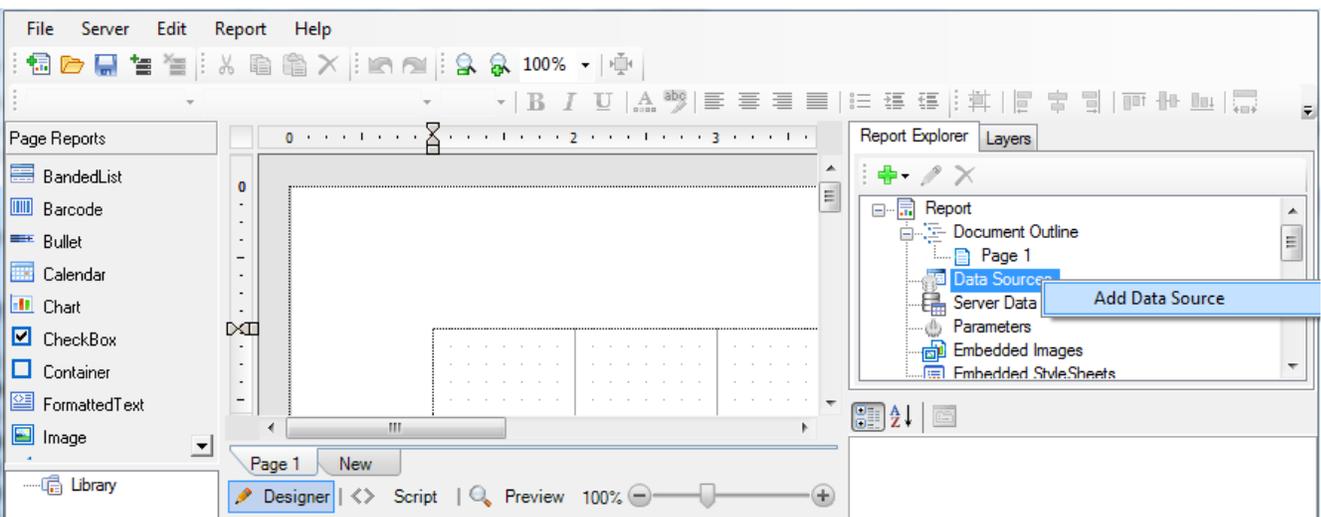
In the developer version of ActiveReports, you can set the UserContext attribute in Page, RDL, and Section report, then upload the report to ActiveReports Server. On the Server, the UserContext attribute filters report data to display only data specific to the current user. The UserContext attribute is particularly helpful when you have multiple tenants, logging into the same portal and you want to restrict the data available to each tenant.

Note: The topic uses the Chinook database as a custom security provider. For information about the Chinook database, see <https://github.com/lerocha/chinook-database>.

To set the UserContext attribute as a parameter in a static query

To create a report for multiple tenants using the Chinook database

1. In the ActiveReports Designer, under **File**, click **New**.
2. In the **Create New Report** wizard, select Page Report and click **OK**.
3. To connect to a data source, in the Report Explorer, right-click the Data Sources node and select the **Add Data Source** option.

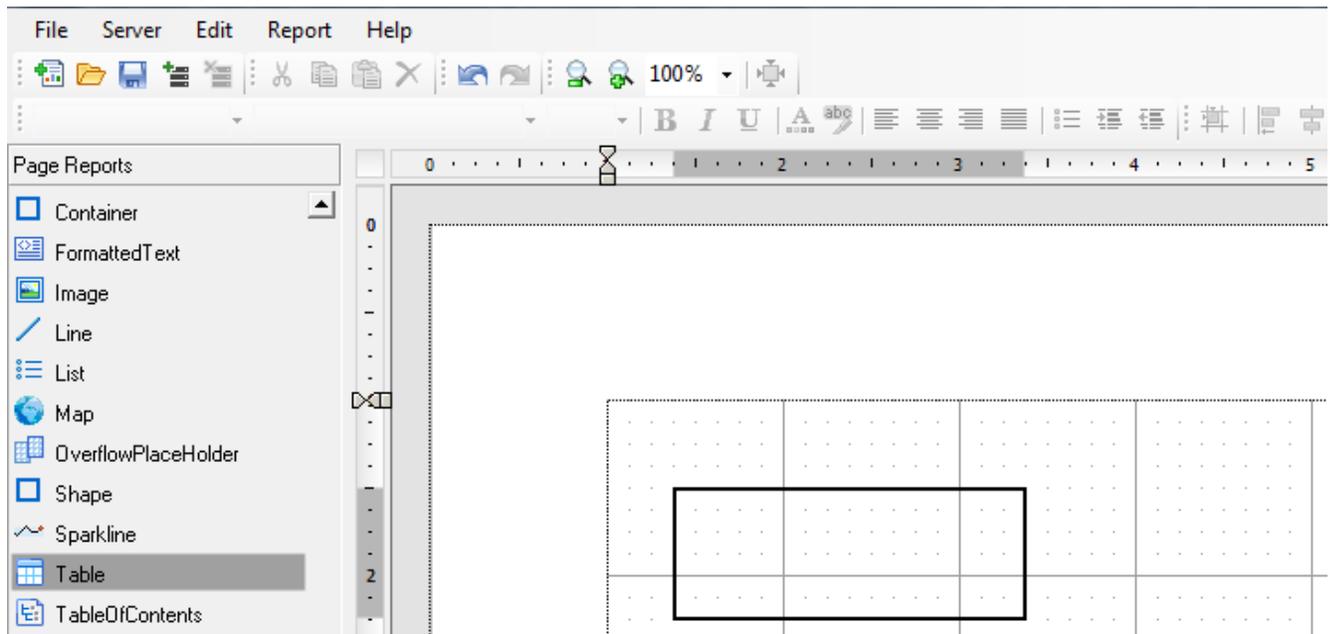


4. In the **Report Data Source** dialog, create a connection to the Chinook database. For information, see [Connect to a Data](#)

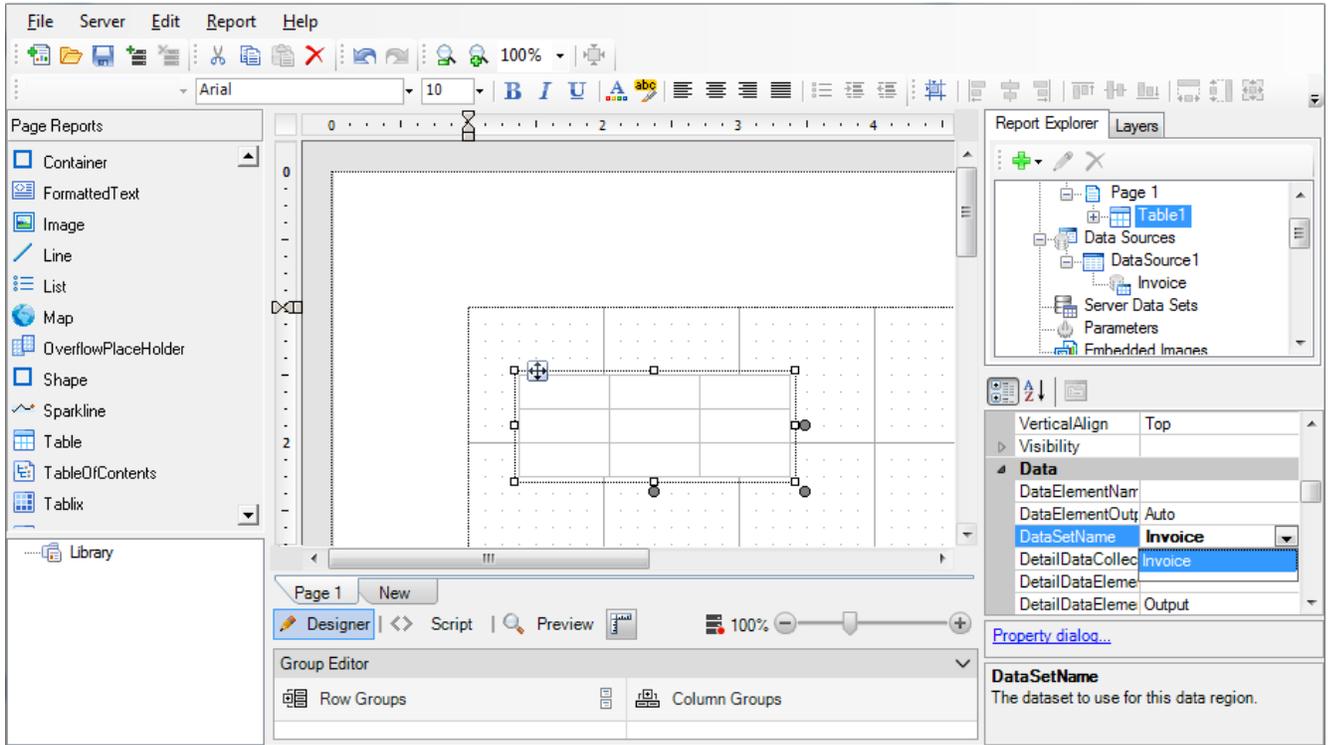
Source.

5. To add a dataset, in the Report Explorer, right-click the Data Sources node and select the **Add Data Set** option.
 - o In the **DataSet** dialog, on the **General** page, enter **Invoice** as the name of the dataset.
 - o On the **Query** page of this dialog, in the **Query** field enter the following SQL query.

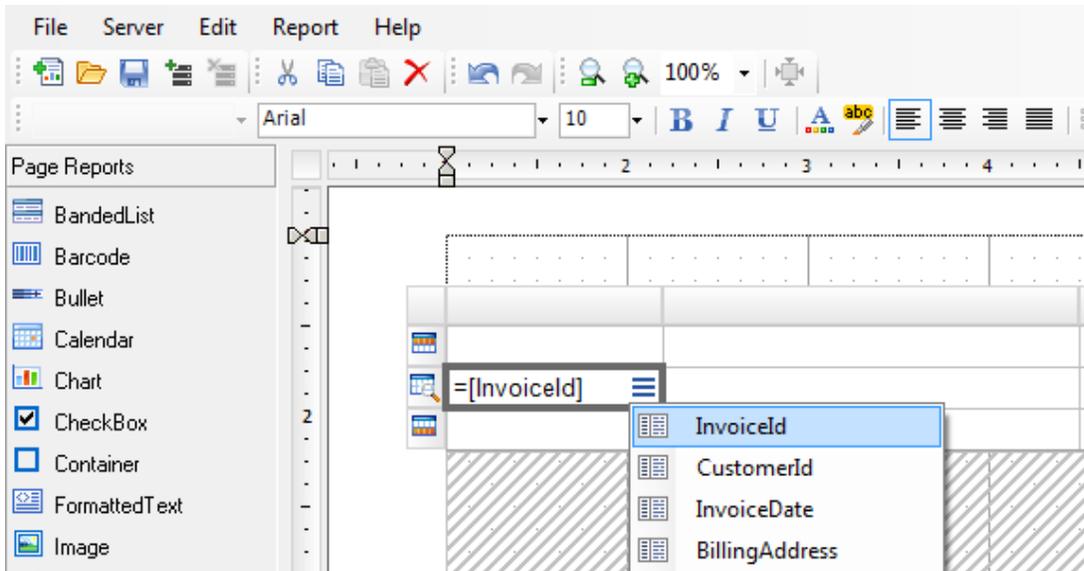
```
SQL Query  
Select * from Invoice where CustomerID=@Invoice
```
 - o On the **Parameters** page of this dialog, click the **Add** button.
 - o In the **Name** field, enter **Invoice** and set its value to **=[@Customer]**.
 - o Click **OK** to close the dialog.
6. From the Toolbox, drag the **Table** control onto the Design surface.



7. Select the **Table** control and in the **Properties** window, set the **DataSetName** property to **Invoice**.



8. In the Table's detail row, click the adorer in each cell to show a list of available fields from the data set and add the following fields to the cells.



Cell	Field
Left Cell	InvoiceID
Middle Cell	InvoiceDate
Right Cell	Total

To set the UserContext attribute

The UserContext attribute is set in the report parameter that will retrieve specific information for the user that is logged into the server. See [Add Parameters](#) for detailed information about parameters in a page report.

1. In the Report Explorer, right-click the Parameters node and select **Add Parameter**. The **Report Parameters** dialog appears.
2. On the **General** tab, set the Name to **Customer**, set the Data type to **Integer** and select the **Hidden** box.
3. On the **Available Values** tab, select **Non-queried** and in the **Value** field, enter = **Code.UserContext.GetValue("CustomerID")**.
4. Click **OK**.

To format the table (optional)

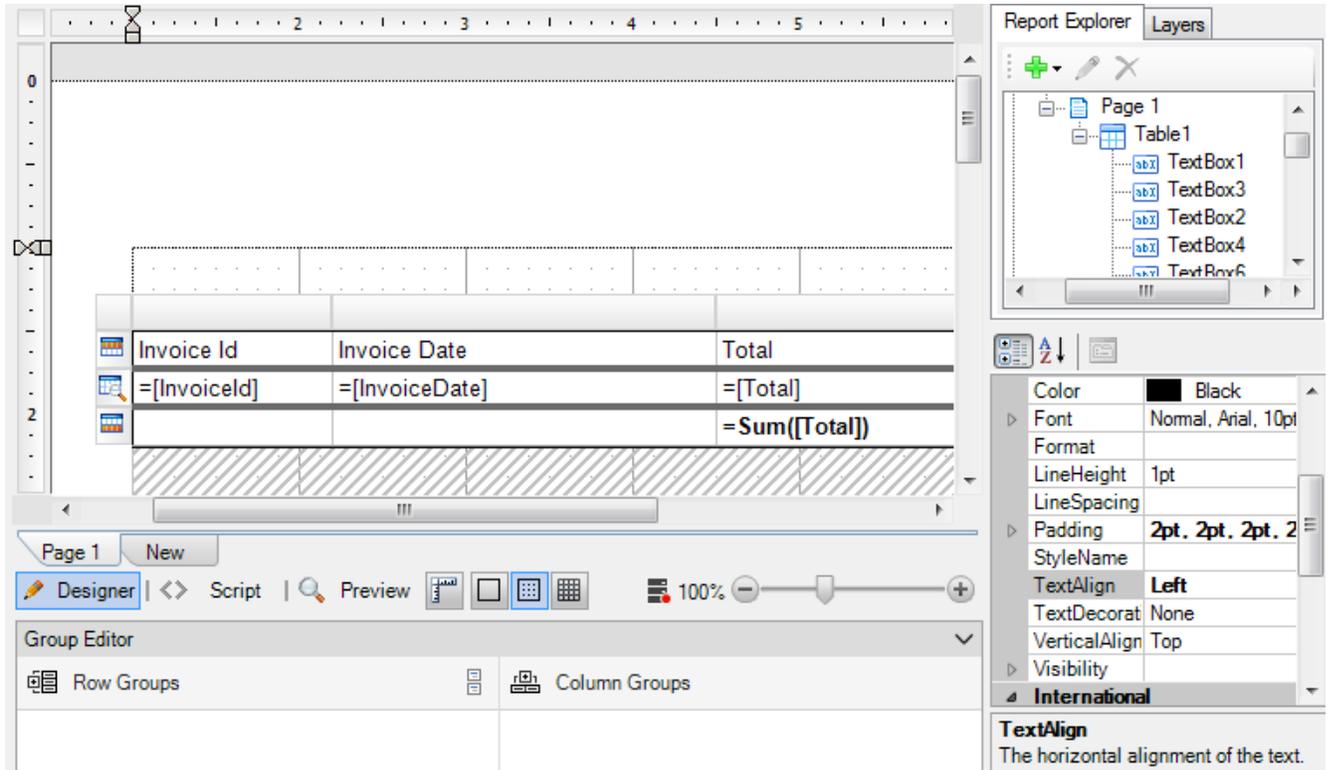
There are many ways you can format the table that you have added to the report in ActiveReports Designer. See [Table](#) in the ActiveReports User Guide for more information on the formatting possibilities.

Invoice Id	Invoice Date	Total
98	Thursday, March 11, 2010	\$3.98
121	Sunday, June 13, 2010	\$3.96
143	Wednesday, September 15, 2010	\$5.94
195	Friday, May 06, 2011	\$0.99
316	Saturday, October 27, 2012	\$1.98
327	Friday, December 07, 2012	\$13.86
382	Wednesday, August 07, 2013	\$8.91
		\$39.62

1. Select the **Table** control and go to the Properties window to set the following properties.

FixedSize	6.5in, 7in
Location	0in, 0.5in
RepeatHeaderOnNewPage	True
Size	6.4in, 0.7in

2. Select the Table's detail row and in the Properties window set the **TextAlign** property to **Left** and the **BorderStyle** property to **Solid**.

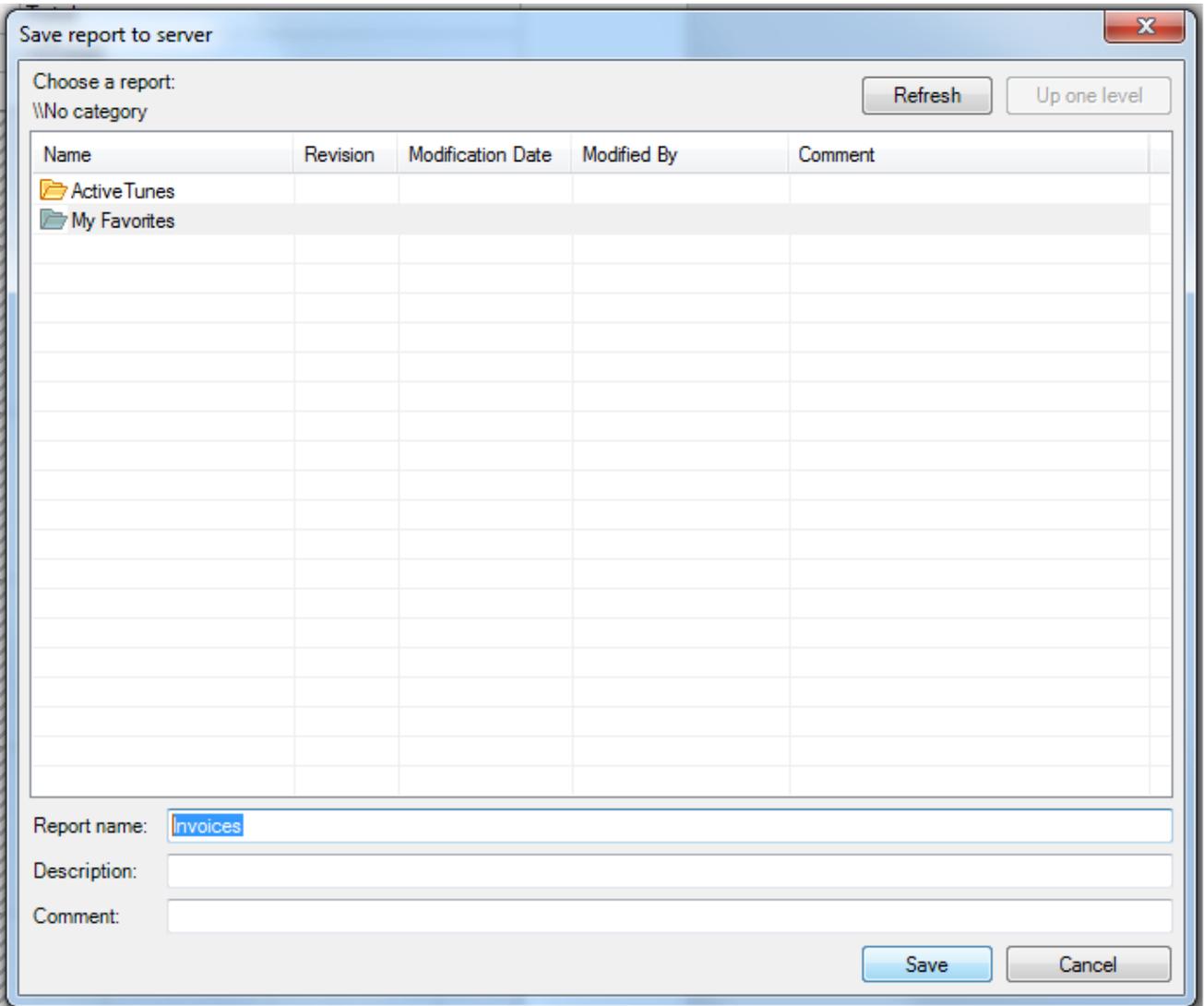


3. Select the middle cell (InvoiceDate) of the details row and in the Properties window set the **Format** property to **d**.
4. Select the right cell of the Table Footer and go to the Properties window to set the following properties.

Format	c
Value	=Sum(Fields!Total.Value)

To upload the report to ActiveReports Server

1. Connect to ActiveReports Server as described in [Connecting to ActiveReports Server](#).
2. Select the directory in the folders tree to choose the location in which to save the report on the server.
3. Enter the report name in the Report name field as **Invoices** and click **Save**.



To set up the custom security provider

This topic uses the sample custom security provider project installed with ActiveReports Server. By default, this sample is in the following folder.

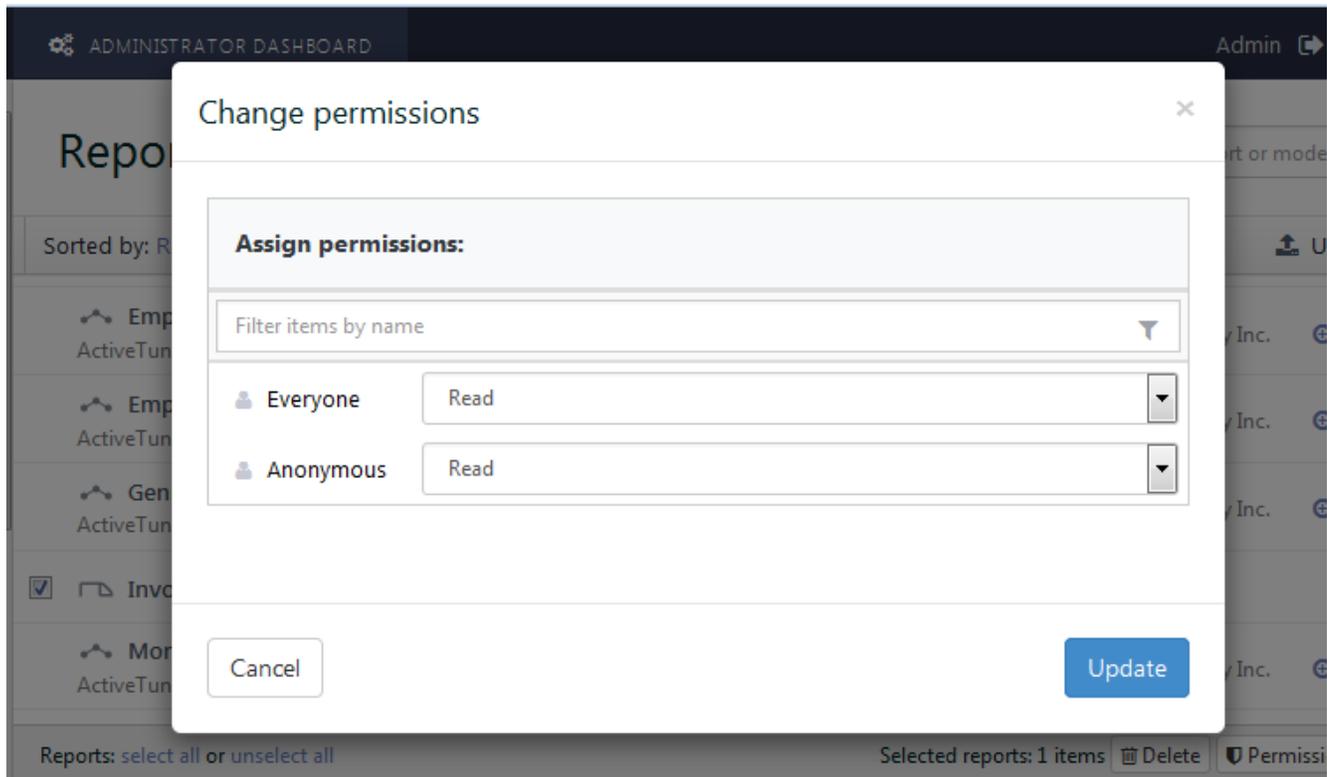
C:\ActiveReports 12 Server\SDK\ActiveTunes.SecurityProvider

For detailed steps on how to set up the custom security provider, see [Deploy the Custom Security Provider for Debugging](#).

To set permissions for the report on ActiveReports Server

On ActiveReports Server, the report permissions have to be modified so that its multiple users can read it.

See [To Manage Permissions to a Report](#) on how to grant the Read permissions on the report.



To preview the report on ActiveReports Server

1. Open the ActiveReports 12 Server **Report Portal**.
2. On the Login screen that appears, in the **User Name** field, enter a customer ID, for example, luisg@embraer.com.br.
3. In the **Password** field, enter 1 (for the luisg@embraer.com.br customer ID).
4. Click **Login**.
5. In the ActiveReports Server **Report Portal (on-line documentation)** that appears, click the **Preview report** button for the **Invoices** report to see all invoices for the logged-in user.

Report Name	Date	User	Actions
Cascading Prompts Example	2/18/2016, 6:00:00 AM	GrapeCity Inc.	Preview report
Invoices	2/18/2016, 5:35:31 PM	Admin	Preview report
Playlist Drilldown	2/18/2016, 6:00:00 AM	GrapeCity Inc.	Preview report

To set the UserContext attribute in a dynamic query

To add a user to the Administrator role

You must add a user from the ActiveTunes security provider to the Administrator role to enable this user modify the report's Server Shared Data Source dialog and filter the report's data with the UserContext attribute.

This topic uses the sample custom security provider project installed with ActiveReports Server. By default, this sample is in the following folder.

C:\ActiveReports 12 Server\SDK\Samples\ActiveTunes.SecurityProvider

1. In Visual Studio, open the **ActiveTunes.SecurityProvider** project.
2. In the **Constants.cs** file, change the following string

```
public readonly string Employees = "ActiveTunes.Employee";
```

to

```
public readonly string Employees = "Administrator";
```
3. From the Build menu, select **Build Solution**.
4. From your project bin\Debug\ folder, copy the **ActiveTunes.SecurityProvider.dll** file and paste it into C:\ActiveReports 12 Server\SecurityProviders\ to make the security provider and debugging file available to ActiveReports 12 Server.

To set up the custom security provider

This topic uses the sample custom security provider project installed with ActiveReports Server. By default, this sample is in the following folder.

C:\ActiveReports 12 Server\SDK\Samples\ActiveTunes.SecurityProvider

For detailed steps on how to set up the custom security provider, see [Deploy the Custom Security Provider for Debugging](#).

To create a report for multiple tenants using the Chinook database

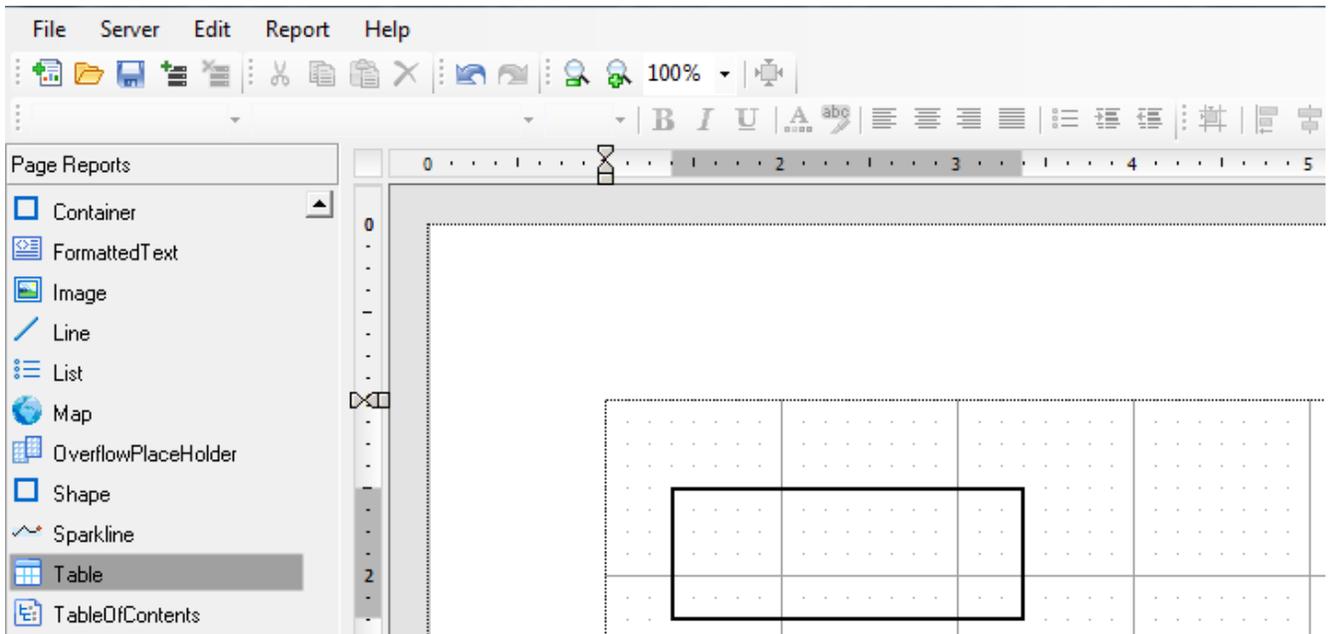
1. In the ActiveReports Designer, under **File**, click **New**.
2. In the **Create New Report** wizard, select Page Report and click **OK**.
3. To connect to a data source, in the **Server** menu, select **Edit Shared Data Sources**. You will be asked to connect to ActiveReports Server.
4. Enter the user credentials from the ActiveTunes security provider to connect. In the **User name** field, enter `steve@chinookcorp.com` and in the **Password** field enter 5.
5. Click **Connect** and then, in the **Edit Shared Data Sources** dialog, click **Add**.
6. In the **Report Data Source** dialog, create a connection to the Chinook database. For information, see [Connect to a Data Source](#).
7. To add a dataset, in the **Server** menu, select **Edit Shared Data Sets** and click **Add**.
 1. In the **DataSet** dialog, on the **General** page, enter **Invoice** as the name of the dataset.
 2. On the **Query** page of this dialog, in the **Query** field enter the following SQL query.

 **Note:** You can use the **Visual Query Designer** to build your dynamic query. See [Visual Query Designer](#) in the ActiveReports 12 documentation for details.

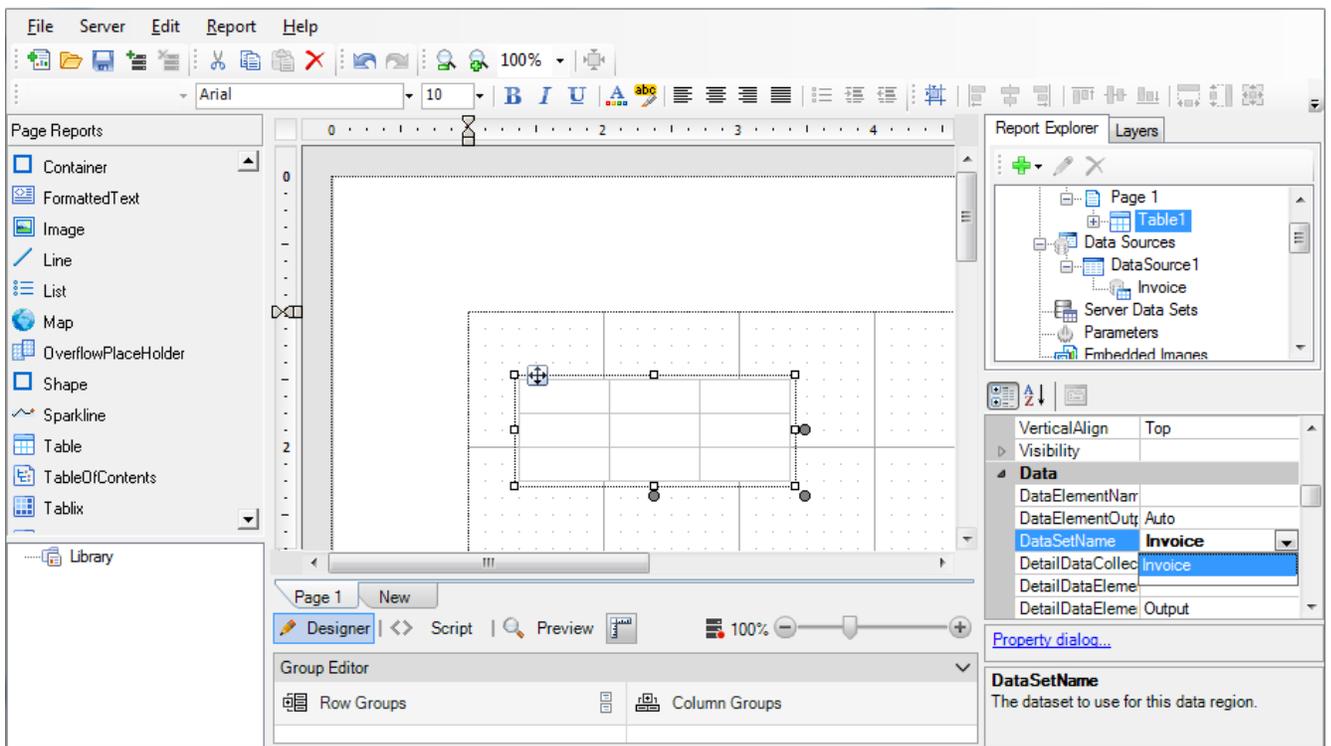
SQL Query

```
= "select * from Invoice where CustomerID = " +  
Code.UserContext.GetValue("CustomerID")
```

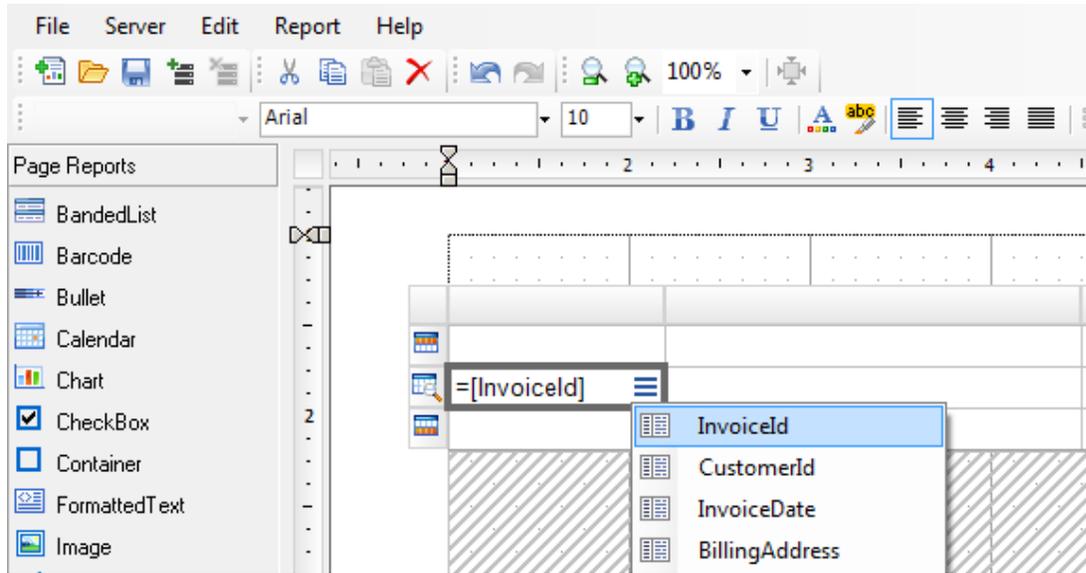
8. Click the **Validate** button to validate the query.
9. Click **Save** to add the shared data set to the server.
10. In the Report Explorer, right-click **Server Data Sets** and select **Add Data Set**.
11. In the **Add Server Data Set** dialog, select **Invoice** and click **OK**.
12. From the Toolbox, drag the **Table** control onto the Design surface.



13. Select the **Table** control and in the **Properties** window, set the **DataSetName** property to **Invoice**.



14. In the Table's detail row, click the adorer in each cell to show a list of available fields from the data set and add the following fields to the cells.



Cell	Field
Left Cell	InvoiceID
Middle Cell	InvoiceDate
Right Cell	Total

To format the table (optional)

There are many ways you can format the table that you have added to the report in ActiveReports Designer. See [Table](#) in the ActiveReports User Guide for more information on the formatting possibilities.

Invoice Id	Invoice Date	Total
98	Thursday, March 11, 2010	\$3.98
121	Sunday, June 13, 2010	\$3.96
143	Wednesday, September 15, 2010	\$5.94
195	Friday, May 06, 2011	\$0.99
316	Saturday, October 27, 2012	\$1.98
327	Friday, December 07, 2012	\$13.86
382	Wednesday, August 07, 2013	\$8.91

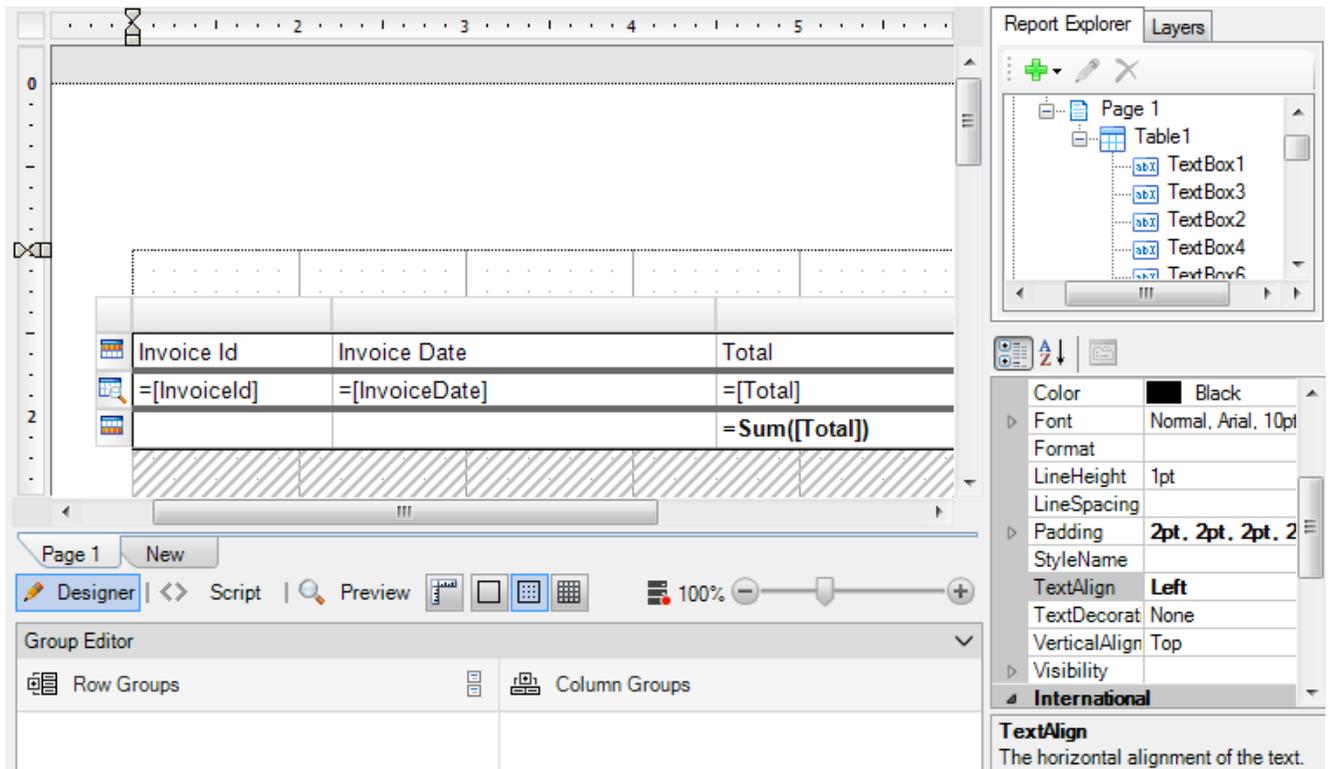
\$39.62

1. Select the **Table** control and go to the Properties window to set the following properties.

FixedSize	6.5in, 7in
Location	0in, 0.5in
RepeatHeaderOnNewPage	True
Size	6.4in, 0.7in

2. Select the Table's detail row and in the Properties window set the **TextAlign** property to **Left** and the **BorderStyle**

property to **Solid**.



3. Select the middle cell (InvoiceDate) of the details row and in the Properties window set the **Format** property to **d**.
4. Select the right cell of the Table Footer and go to the Properties window to set the following properties.

Format	c
Value	=Sum(Fields!Total.Value)

To upload the report to ActiveReports Server

1. Connect to ActiveReports Server as described in [Connecting to ActiveReports Server](#).
2. Select the directory in the folders tree to choose the location in which to save the report on the server.
3. Enter the report name in the Report name field as **Invoices** and click **Save**.

Rendering a Code-Based Section Report

You can render reports hosted on ActiveReports Server to PDF or Excel format using the [RenderReport](#) method. This topic explains how to render an XML-based section report to PDF format.

 **Note:** You can also render a code-based section report or a page report to PDF format using the same steps.

1. From the Visual Studio **File** menu, select **New Project**.
2. In the **New Project** dialog that appears, select Visual C# or Visual Basic from the template list, click Windows and select **Console Application**.
3. Rename the project to **RenderReport** and click **OK**.

 **Note:** The target framework of the project must be set to .NET Framework 4.5 or above.

4. From the Visual Studio **Project** menu, select **Add Service Reference**.
5. In the **Add Service Reference** dialog that appears, enter the following address in the **Address** field.

Paste in the Address box, replacing 8080 with the site port where you installed ActiveReports 12 Server.

```
http://localhost:8080/ReportService.svc
```

6. Click **Go**, and when the ReportService appears in the Services pane, you can expand it and select the service interface to reveal its available operations in the pane to the right.
7. Rename the Namespace that you want to use to **ReportService** and click **OK**. The reference appears in the Solution Explorer.
8. Open the app.config file and in the address attribute of the endpoint element, check whether the service address set in step 5 is correct. Replace the address if it is not correct.

Confirm the value of the address attribute in the endpoint element of the app.config file

```
<client>
  <endpoint address="http://localhost:8080/ReportService.svc"
    binding="wsHttpBinding" bindingConfiguration="WSHttpBinding_IReportService"
    contract="ReportService.IReportService" name="WSHttpBinding_IReportService"
  />
</client>
```

 **Note:** The service address may not get updated automatically by the server configuration of the installed ActiveReports Server.

9. In Program.cs or Module1.vb, add the following statements to the using/Imports statements at the top of the code.

Visual Basic

Visual Basic code (Add to the list of Imports statements at the top of the code.)

```
Imports System.IO
Imports System.Net
Imports RenderReport.ReportService
```

C#

C# code(Add to the list of using statements at the top of the code.)

```
using System.IO;
```

```
using System.Net;
using RenderReport.ReportService;
```

10. In Program.cs or Module1.vb, add the following code into the Main method.

Visual Basic

Visual Basic code (Paste the following code into the Main method of the Module1 module declaration)

```
Dim serverUserName = "USER"
Dim serverUserPwd = "PASS"
Dim reportService = New ReportServiceClient("WSHttpBinding_IReportService")
Dim securityToken = reportService.Login(serverUserName, serverUserPwd, Nothing,
True)
' Get the report list from internal storage.
Dim description = reportService.[Select](securityToken, New Query())
' Get the report description of output target.
Dim TargetRepDescription As New ReportDescription()
For Each des As ReportDescription In description
    If des.Name = "Payment Slip" Then
        TargetRepDescription = des
        Exit For
    End If
Next
' Output into PDF
Dim result = reportService.RenderReport(securityToken, TargetRepDescription, New
RenderOptions() With {.Extension = "PDF"})
Dim info As RequestInfo
Do
    info = reportService.GetRequestStatus(securityToken,
Result.Info.RequestId).Info
Loop While info.State = RequestState.Pending OrElse info.State =
RequestState.Running
If info.State = RequestState.Accomplished Then
    Using client = New WebClient()
        client.DownloadFile(http://localhost:8080/cache/ + info.PrimaryUrl,
"C:\work\test.pdf")
    End Using
End If
```

C#

C# code (Paste the following code into the Main method of the Program class declaration)

```
var serverUserName = "USER";
var serverUserPwd = "PASS";
var reportService = new ReportServiceClient("WSHttpBinding_IReportService");
var securityToken = reportService.Login(serverUserName, serverUserPwd, null, true);
// Get the report list from internal storage.
var description = reportService.Select(securityToken, new Query());
```

```
// Get the report description of output target.
ReportDescription TargetRepDescription = new ReportDescription();
foreach (var des in description)
{
    if (des.Name == "Payment Slip")
    {
        TargetRepDescription = des;
        break;
    }
}
// Output into PDF
var result = reportService.RenderReport(securityToken, TargetRepDescription, new
RenderOptions { Extension = "PDF" });
RequestInfo info;
do
{
    info = reportService.GetRequestStatus(securityToken,
result.Info.RequestId).Info;
} while (info.State == RequestState.Pending || info.State == RequestState.Running);
if (info.State == RequestState.Accomplished)
{
    using (var client = new WebClient())
    {
        client.DownloadFile("http://localhost:8080/cache/" + info.PrimaryUrl,
@"C:\work\test.pdf");
    }
}
```

11. Run the project.

Downloading a Code-Based Section Report

You can download the reports uploaded in the ActiveReports Server using the [Download](#) method and can save it into report definition format. This topic explains how to download an XML-based section report to PDF format.

 **Note:** You can also download a page report or an RDL report using the same steps.

1. From the Visual Studio **File** menu, select **New Project**.
2. In the **New Project** dialog that appears, select Visual C# or Visual Basic from the template list, click Windows and select **Console Application**.
3. Rename the project to **RenderReport** and click **OK**.

 **Note:** The target framework of the project must be set to .NET Framework 4.5 or above.

4. From the Visual Studio **Project** menu, select **Add Service Reference**.
5. In the **Add Service Reference** dialog that appears, enter the following address in the **Address** field.

Paste in the Address box, replacing 8080 with the site port where you installed ActiveReports Server.

```
http://localhost:8080/ReportService.svc
```

6. Click **Go**, and when the ReportService appears in the Services pane, you can expand it and select the service interface to reveal its available operations in the pane to the right.
7. Rename the Namespace that you want to use to **ReportService** and click **OK**. The reference appears in the Solution Explorer.
8. Open the app.config file and in the address attribute of the endpoint element, check whether the service address set in step 5 is correct. Replace the address if it is not correct.

Confirm the value of the address attribute in the endpoint element of the app.config file

```
<client>
  <endpoint address="http://localhost:8080/ReportService.svc"
    binding="wsHttpBinding" bindingConfiguration="WSHttpBinding_IReportService"
    contract="ReportService.IReportService" name="WSHttpBinding_IReportService"
  />
</client>
```

 **Note:** The service address may not get updated automatically to the server configuration of the installed ActiveReports Server.

9. In the app.config file, add a maxReceivedMessageSize attribute inside the binding element and set an appropriate value. If you want to send or receive large amount of data in a WCF service, you need to customize this value. In the following example, the value is set to 10 MB.

Add INSIDE the binding element of the app.config file

```
<bindings>
  <wsHttpBinding>
    <binding name="WSHttpBinding_IReportService"
maxReceivedMessageSize="10000000">
      <security mode="None" />
    </binding>
  </wsHttpBinding>
</bindings>
```

10. In Program.cs or Module1.vb, add the following statements to the using/Imports statements at the top of the code.

Visual Basic

Visual Basic code (Add to the list of Imports statements at the top of the code.)

```
Imports System.IO
Imports DownloadReport.ReportService
```

C#

C# code(Add to the list of using statements at the top of the code.)

```
using System.IO;
using DownloadReport.ReportService;
```

11. In Program.cs or Module1.vb, add the following code into the Main method.

Visual Basic

Visual Basic code (Paste the following code into the Main method of the Module1 module declaration)

```

Dim serverUserName As String = "USER"
Dim serverUserPwd As String = "PASS"
Dim reportService As New ReportServiceClient("WSHttpBinding_IReportService")
' Get the security token using Login method
Dim securityToken As String = reportService.Login(serverUserName, serverUserPwd,
Nothing, True)
' Get the list information of the uploaded form
Dim query As New ReportService.Query()
Dim description As ReportDescription() = reportService.[Select](securityToken,
query)

' Get the report description of the output target
Dim TargetRepDescription As New ReportDescription
For Each des As ReportDescription In description
    If des.Name = "Payment Slip" Then
        TargetRepDescription = des
        Exit For
    End If
Next
' Get the encoded form data
Dim result As DataResult = reportService.Download(securityToken,
TargetRepDescription.Id)
' Return to byte array
Dim s As String = result.Data
Dim bs As Byte() = System.Convert.FromBase64String(s)

' Specify the target folder
Dim outFileName As String = "C:\work\PaymentSlip.rpx"
Dim outFile As New System.IO.FileStream(outFileName, System.IO.FileMode.Create,
System.IO.FileAccess.Write)
outFile.Write(bs, 0, bs.Length)
outFile.Close()

```

C#

C# code (Paste the following code into the Main method of the Program class declaration)

```

var serverUserName = "USER";
var serverUserPwd = "PASS";
var reportService = new ReportServiceClient("WSHttpBinding_IReportService");
var securityToken = reportService.Login(serverUserName, serverUserPwd, null, true);
// Get the report list from internal storage
var description = reportService.Select(securityToken, new Query());
// Get the report description of the output target
ReportDescription TargetRepDescription = new ReportDescription();
foreach (var des in description)
{
    if (des.Name == "Payment Slip")

```

```
        {
            TargetRepDescription = des;
            break;
        }
    }
    // Get the encoded form data
    var result = reportService.Download(securityToken, TargetRepDescription.Id);
    // Return to byte array
    string s = result.Data;
    byte[] bs = System.Convert.FromBase64String(s);
    // Specify the target folder
    string outFileName = @"C:\work\PaymentSlip.rpx";
    System.IO.FileStream outFile = new System.IO.FileStream(outFileName,
        System.IO.FileMode.Create, System.IO.FileAccess.Write);
    outFile.Write(bs, 0, bs.Length);
    outFile.Close();
```

12. Run the project.

Troubleshooting

Here you can find solutions to issues that you may encounter while working with ActiveReports Server. Click a description below to view the symptoms, cause, and solution.

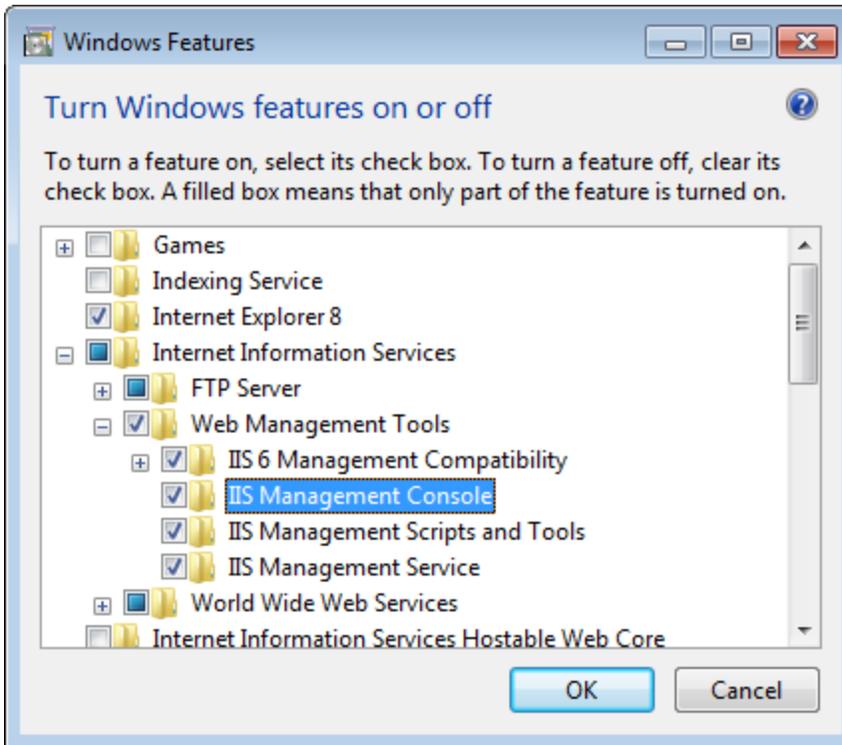
When trying to open the Report Portal page, you get the Server Error "Could not connect to endpoint DesignerService.svc on the server."

Symptoms: The Report Portal page will not open. Instead, you get a Server Error that reads: "Could not connect to endpoint DesignerService.svc on the server. Please verify connectivity to the server and check the server configuration. HTTP request error"

Causes: The IIS Management Console is turned off by default, or WCF is not configured on your machine.

Solution 1: Turn on the IIS Management Console.

1. Open Control Panel and select **Programs and Features**.
2. On the left, select **Turn Windows features on or off**.
3. In the Windows Features window that appears, expand the **Internet Information Services** node, then the **Web Management Tools** node.
4. Ensure that the check box next to the **IIS Management Console** is selected and click **OK**.



Solution 2: Configure WCF on your machine.

1. From the Start menu, open a command prompt (cmd.exe).
2. In the command window, enter **cd %SystemRoot%\Microsoft.Net\Framework\v3.0\Windows Communication Foundation** to change to the directory where the ServiceModel Registration Tool is installed.
3. For Framework 4 or 4.5, enter the command: **ServiceModelReg.exe -ia** to run the tool to install all WCF and WF components. (For Framework 3 or 3.5, the command is: **ServiceModelReg.exe -ir**.)

Solution 3: Add features to WCF Services on the server.

1. From the Start menu, select **Server Manager**.
2. On the Manage menu, select **Add Roles and Features**.
3. In the Add Roles and Features window, select the **Features** tab.
4. Under Features, expand the .NET Framework 4.5 (Installed) node, then the **WCF Services (Installed)** node.
5. Under WCF Services (Installed), select the following three features:
 - o HTTP Activation
 - o Named Pipe Activation
 - o TCP Activation
6. Click the **Install** button.

When trying to open the Administrator Dashboard or Report Portal page, you get HTTP Error 503 Service Unavailable.

Symptoms: The Administrator Dashboard and Report Portal pages will not open. Instead, you get HTTP Error 503.

Cause: The application pool for the service is stopped.

Solution: Restart the application pool.

1. Open IIS and expand your localhost node.

2. Select **Application Pools**.
3. In the Application Pools page that appears, find **ASP.NET v4.0 AR_AppPool** and check its Status.
4. If the Status is Stopped, right-click **ASP.NET v4.0 AR_AppPool** and select **Start**.

When trying to reinstall, you get the error: "Service 'ActiveReports Server' failed to start. Verify that you have sufficient privileges to start system services."

Symptoms: The service will not start when you try to reinstall. Instead, you get "Service 'ActiveReports 12 Server' failed to start."

Cause: The previous version did not uninstall completely.

Solution: Uninstall the remnants of the previous version before reinstalling.

1. In Windows Explorer, delete the directory C:\ActiveReports 12 Server.
2. Open IIS, expand the localhost, then the **Sites** node, and delete the **ActiveReports 12 Server** site.
3. Right-click the installer and select **Run as administrator** and follow the installation instructions.

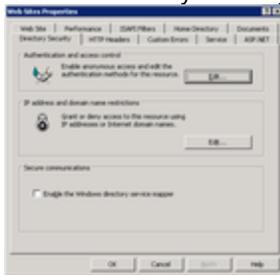
The reports list is not displayed on the sample web page

Symptoms: The report list is not displayed on the sample web page.

Cause: When deploying samples, two access options in the Internet Information Services (IIS) settings are selected: "Enable anonymous access" and "Integrated Windows authentication."

Solution: Change the IIS settings to use only a single authentication scheme, "Enable anonymous access."

1. In the Control Panel, open **Administrative Tools**, then **Internet Information Services Manager**.
2. In the **Internet Information Services** window that appears, expand the tree view in the left pane until you see the **Web sites/sample** node.
3. Right-click **Web Sites/sample** to open the **Web Sites Properties** dialog.
4. On the Directory Security tab, in the **Authentication and access control** section, click **Edit**.



5. In the Authentication Methods dialog that appears, ensure that only one authentication scheme is selected in the corresponding checkbox.



6. Click **OK** to apply the changes, and **OK** again to close the dialog.
7. Back in Visual Studio, run the sample again.

When trying to install a remote agent on Azure, the error "Service 'ActiveReports 12 Agent' (ActiveReports.Agent)

failed to start" is displayed

Symptoms: The service does not start when you try to install the agent. Instead, you get the "Service 'ActiveReports 12 Agent' failed to start" error.

Cause: You are using an IP address to connect a remote agent to a controller.

Solution: You must enter a server name "**(server-name):4040**" into the server list box.

1. Locate the agent installer **ActiveReport 12 Server Agent** in **C:\ActiveReports 12 Server\Site\Admin**.
2. Run the installer on Azure VM and follow the installation instructions.
3. On the **Report Runner Agent Installation** page, enter the server URL as "**<server-name>:4040**".
4. Complete the installation.

How to preview ActiveReports reports with custom tile provider

Symptoms: An ActiveReports report with a custom tile provider does not open in ActiveReports Server.

Cause: The ActiveReports Server does not consider a custom tile provider as a full trust assembly.

Solution: You must configure a custom tile provider to have full trust permission.

1. Create or use an existing custom tile provider, for example, **MyCustomProvider**.
2. Run Visual Studio and open the **MyCustomProvider** project.
3. Go to **Project > MyCustomProvider Properties**.
4. Go to **Signing** and sign the assembly with the public key.
5. Rebuild the project.
6. Copy the **MyCustomProvider.dll** from the project folder to the ActiveReports Server Agent folder located at **C:\ActiveReports 12 Server\Agent**.
7. Add the custom tile provider to GrapeCity.ActiveReports.configuration file located at **C:\Program Files (x86)\Common Files\GrapeCity\ActiveReports 12** and copy it to **C:\ActiveReports 12 Server\Agent**.
8. Open the Visual Studio command prompt and navigate to **C:\ActiveReports 12 Server\Agent**.
9. Type **sn -Tp MyCustomProvider.dll**.
10. Copy the code you get.
11. Open the ActiveReports.Server.Agent.exe configuration file.
12. In the configuration file, add the following code to the **<appSettings>** section. Replace X with the code you get in the step 10.

Add this code to the <appSettings> section

```
<add key="RunnerService.FullTrustAssemblies" value="MyCustomProvider, 1.0.0.0, X"/>
```

13. Save and close the ActiveReports.Server.Agent.exe configuration file.
14. Restart the ActiveReports agent.

Support Options

We provide a number of technical support options to help you succeed with our products.

Free Community Support

Our [community web site](#) is available free of charge. Community members and ActiveReports Server team members provide answers to your most common questions.

In addition, we offer the following support options:

Annual Maintenance Package

Customers who purchase annual maintenance can benefit from the full suite of technical support services for one year. These benefits include:

1. **All major releases.**
2. **All service releases and minor upgrades.**
3. **Email support**

For e-mail support, please submit your request on [this page](#) of the ActiveReports Server web site. Please include the build number, the environment you are using, and a detailed description of the problem. This will help speed up the support process.

4. **Phone support**

Support telephone number: (425) 952-6362

Support hours: Monday through Friday, 9:00 am-5:00 pm US Pacific Standard Time (PST)

When contacting support, please be prepared to provide your serial number, a complete description of the problem, as well as hardware and operating environment specifications.

Web Service Library

The Web Service Library contains documentation and syntax for the ActiveReports Server ReportService.

Service

ReportService

Checks user credentials and creates a security token if the credentials are valid.

Objects

DataResult Object

Represents an object containing the status of an IReportService operation.

EMailDistribution Object

Defines e-mail options to use in distributing the report.

ExceptionDetail Object

Defines detailed exception information for an IReportService request operation error.

ItemDescription Object

Contains descriptive information about stored resources.

ItemDescriptionsResult Object

Represents an object that is returned as a result of an Upload operation and contains an array of item descriptions.

Query Object

Defines a query used to find reports in the Select operation.

RenderOptions Object

Defines options for how to render a report.

ReportDescription Object

Contains descriptive information about stored reports.

ReportParameter Object

Defines a parameter for the report.

[RequestInfo Object](#)

Defines status information for an IReportService request operation.

[RequestResult Object](#)

Represents an object containing the status, or result contract, of an IReportService request operation.

[Result Object](#)

Represents an object that is returned as a result of an IReportService operation.

[UploadOptions Object](#)

Defines options for how to upload a resource.

[UserCapabilities Object](#)

Represents a user capabilities object that is contained in a result from an IReportService get user capabilities operation.

[UserCapabilitiesResult Object](#)

Represents a user capabilities result object that is returned as a result of an IReportService get user capabilities operation.

Enumerations

[ModelPermission Enumeration](#)

Specifies the byte value of the enumerated level of permissions granted for the model associated with the report.

[ReportParameterDomain Enumeration](#)

Specifies the byte value of the enumerated report parameter domain.

[ReportType Enumeration](#)

Specifies the byte value of the enumerated report type for all supported reports.

[RequestState Enumeration](#)

Specifies the state of an IReportService request operation for a RequestInfo object.

ReportService

Checks user credentials and creates a security token if the credentials are valid.

Syntax

```
C#
```

```
public interface IReportService
```

Parameters

username

A string representing the user name to validate.

password

A string representing the password for the specified user.

custom

A string representing the value or values to validate in addition to user name and password, if any.

isPersistent

A Boolean value that indicates whether the security token remains valid across sessions.

Return Value

A security token if user credentials are valid; otherwise, **null**.

IReportService Methods

	Name	Description
	CancelRequest Method	Cancels the specified request.
	Delete Method	Deletes the report specified in the ID parameter.
	Download Method	Downloads the specified report from storage.
	GetRequestStatus Method	Retrieves the status of the specified request.
	GetUserCapabilities Method	Retrieves the capabilities of the user with the specified security token.
	IsLoggedIn Method	Determines whether the security token is valid.
	Login Method	Checks user credentials and creates a security token if the credentials are valid.
	Logout Method	Recalls the security token.
	RenderReport Method	Renders the report specified in the description using the specified options.
	ResolveParameters Method	Populates the parameters for the specified report.
	Select Method	Retrieves an array of report descriptions matching the criterion defined by the specified query.
	SendReportEmail Method	Renders the specified report and sends it via email according to the specified options.
	Upload Method	Uploads the specified report to storage.
	UploadResource Method	Uploads the specified resource to storage.

CancelRequest Method

Cancels the specified request.

Syntax

C#
<pre>Result CancelRequest(string token, string id);</pre>

Parameters

token

The security token to use.

id

The identifier of the request to cancel.

Return Value

A [Result](#) object.

Delete Method

Deletes the report specified in the ID parameter.

Syntax

```
C#
DataResult Delete(string token, string id);
```

Parameters

token

The security token to use.

id

The identifier of the report to delete.

Return Value

A [DataResult](#) object containing the status of the delete operation.

Download Method

Downloads the specified report from storage.

Syntax

```
C#
DataResult Download(string token, string id);
```

Parameters

token

The security token to use.

id

The identifier of the report to download.

Return Value

A [DataResult](#) object containing the report downloaded by the operation.

GetRequestStatus Method

Retrieves the status of the specified request.

Syntax

```
C#  
RequestResult GetRequestStatus(string token, string requestId);
```

Parameters

token

The security token to use.

id

The identifier of the request for which to return a status.

Return Value

A [Result](#) object.

GetUserCapabilities Method

Retrieves the capabilities of the user with the specified security token.

Syntax

```
C#  
UserCapabilitiesResult GetUserCapabilities(string token);
```

Parameters

token

The security token to use.

Return Value

A [UserCapabilitiesResult](#) Object.

IsLoggedIn Method

Determines whether the security token is valid.

Syntax

```
C#  
bool IsLoggedIn(string token);
```

Parameters

token

The security token to use.

Return Value

A Boolean value indicating whether the security token is valid.

Login Method

Checks user credentials and creates a security token if the credentials are valid.

Syntax

```
C#  
string Login(string username, string password, string custom, bool isPersistent);
```

Parameters

username

A string value indicating the user name to validate.

password

A string value indicating the password for the specified user.

custom

Other string values to validate in addition to the user name and password, if any.

isPersistent

A Boolean value indicating whether the security token remains valid across sessions.

Return Value

A string value containing the security token if the user credentials are valid; otherwise, **null**.

Logout Method

Recalls the security token.

Syntax

C#

```
void Logout(string token);
```

Parameters

token

The security token to recall.

RenderReport Method

Renders the report specified in the description using the specified options.

Syntax

C#

```
RequestResult RenderReport(string token, ReportDescription description, RenderOptions options);
```

Parameters

token

The security token to use.

description

The [ReportDescription](#) object containing information about the report.

options

The [RenderOptions](#) object containing information about how to render the report.

Return Value

A [RequestResult](#) object.

ResolveParameters Method

Populates the parameters for the specified report.

Syntax

C#

```
RequestResult ResolveParameters(string token, ReportDescription description, RenderOptions options);
```

Parameters

token

The security token to use.

description

The [ReportDescription](#) object containing information about the report.

options

The [RenderOptions](#) object containing information about how to render the report.

Return Value

A [RequestResult](#) Object.

Select Method

Retrieves an array of report descriptions matching the criterion defined by the specified query.

Syntax

C#

```
ReportDescription[] Select(string token, Query query);
```

Parameters

token

The security token to use.

query

The [Query](#) object to use in finding reports to select.

Return Value

A array of [ReportDescription](#) objects.

SendReportEmail Method

Renders the specified report and sends it via email according to the specified options.

Syntax

C#

```
Result SendReportEmail(string token, ReportDescription description, RenderOptions options, EMailDistribution distribution);
```

Parameters

token

The security token to use.

description

The [ReportDescription](#) object containing information about the report.

options

The [RenderOptions](#) object containing information about how to render the report.

distribution

The [EMailDistribution](#) object containing information about how to distribute the report.

Return Value

A [Result](#) object.

Upload Method

Uploads the specified report to storage.

Syntax

C#

```
ItemDescriptionsResult Upload(string token, ReportDescription description, string data);
```

Parameters

token

The security token to use.

description

The [ReportDescription](#) object containing information about the report to upload.

data

The string value representing the report data encoded in base 64 digits to upload.

Return Value

An [ItemDescriptionsResult](#) object.

UploadResource Method

Uploads the specified resource, a valid .NET assembly containing compiled ActiveReports, to storage.

Syntax

C#

```
ItemDescriptionsResult UploadResource(string token, ItemDescription description, string data, UploadOptions options);
```

Parameters

token

The security token to use.

description

The [ItemDescription](#) object containing information about the resource to upload.

data

The string value representing the resource data encoded in base 64 digits to upload.

options

The [UploadOptions](#) object containing optional settings such as Overwrite and SkipResourceValidation.

Return Value

An [ItemDescriptionsResult](#) object.

DataResult Object

Represents an object containing the data returned by an IReportService operation.

Object Properties

	Name	Description
	Data Property	Gets the base 64 encoded data returned by the operation.

EmailDistribution Object

Defines e-mail options to use in distributing the report.

Object Properties

	Name	Description
	To Property	Gets or sets the string containing the address collection that contains the e-mail recipients.
	Subject Property	Gets or sets the string containing the subject for the e-mail.
	MessageBody Property	Gets or sets the string containing the message body of the e-mail.
	AsLink Property	Gets or sets a Boolean value indicating whether to add a link to the report within the e-mail.
	AsAttachment Property	Gets or sets a Boolean value indicating whether to attach the report to the e-mail.
	BaseUri Property	Gets or sets the base URI to use for the report link in the e-mail.

ExceptionDetail Object

Defines detailed exception information for an IReportService request operation error.

Object Properties

	Name	Description
	HelpLink Property	Gets the string for the help link from the exception.
	InnerException Property	Gets the ExceptionDetail object that represents the inner exception.
	Message Property	Gets the string message from the exception.
	StackTrace Property	Gets the string stack trace information from the exception.
	Type Property	Gets the string representing the type of the exception.

ItemDescription Object

Contains descriptive information about uploaded resources.

Object Properties

	Name	Description
	CreatedBy Property	Gets the string containing the name of the user who uploaded the resource.
	CreationDate Property	Gets the DateTime object containing the date on which the resource was uploaded.
	Id Property	Gets the string containing the ID for the resource.
	ModifiedBy Property	Gets the string containing the name of the user who last modified the resource.
	ModifiedDate Property	Gets the DateTime object containing the date on which the resource was last modified.
	Name Property	Gets the string value representing the name of the resource.
	Permissions Property	Gets the byte value representing the permissions for the resource.

ItemDescriptionsResult Object

Represents an object that is returned as a result of an Upload operation and contains an array of item descriptions.

Object Properties

	Name	Description
	isAuthenticated Property	Gets the Boolean value indicating whether the user has been authenticated.

Query Object

Defines a query used to find reports in the Select operation.

Object Properties

	Name	Description
	FilterBy Property	Gets the string containing the comma-separated role values by which to filter reports.
	OrderBy Property	Gets the string representing the property name to use in ordering the report descriptions returned by the Select operation.

RenderOptions Object

Defines options for how to render a report.

Object Properties

	Name	Description
	Extension Property	Gets the string value representing the rendering extension to use.
	ReportParameters Property	Gets any ReportParameter objects associated with the report.
	ReportId Property	Gets the string containing the identity of the report to render.
	Name Property	Gets the string containing the name of the preview file to render.
	ReportType Property	Gets the enumerated ReportType value for the report to render.

ReportDescription Object

Contains descriptive information about stored reports.

Object Properties

	Name	Description
	CreatedBy Property	Gets the string containing the name of the user who created the report.
	CreationDate Property	Gets the <code>DateTime</code> object containing the date on which the report was created.
	Description Property	Gets the string containing a description of the report.
	IsBroken Property	Gets the Boolean value indicating whether the report is broken by recent model version changes.
	IsParametrized Property	Gets the Boolean value indicating whether the report contains parameters.

	MasterReportIds Property	Gets the string value representing any master report used by the report. For internal use only.
	ModelId Property	Gets the string containing the identity of the model associated with the report.
	ModelName Property	Gets the string containing the name of the model associated with the report.
	ModelPermissions Property	Gets the enumerated ModelPermission value for the model associated with the report
	ModelVersion Property	Gets the int value for the history version of the model associated with the report.
	ModifiedBy Property	Gets the string containing the name of the user who last modified the report.
	ModifiedDate Property	Gets the DateTime object containing the date on which the report was last modified.
	Name Property	Gets the string value representing the name of the report.
	Permissions Property	Gets the byte value representing the permissions for the report.
	Id Property	Gets the string value representing the ID of the report.
	ReportType Property	Gets the enumerated ReportType value for the report.
	SubReportIds Property	Gets the string value representing any subreport used by the report. For internal use only.
	ThemeId Property	Gets the int value representing the theme used by the report.

ReportParameter Object

Defines a parameter for the report.

Object Properties

	Name	Description
	Name Property	Gets the string containing the name of the report parameter.
	Domain Property	Gets the enumerated ReportParameterDomain value for the report parameter.
	Values Property	Gets the string representing values to supply for the report parameter.

RequestInfo Object

Defines status information for an IReportService request operation.

Object Properties

	Name	Description
	Exception Property	Gets the ExceptionDetail object containing error information for the request.

	PrimaryUrl Property	Gets the URL of a primary resource for execution results.
	RequestId Property	Gets the string that identifies the request.
	State Property	Gets the enumerated RequestState value signifying the current request state.

RequestResult Object

Represents an object containing the status, or result contract, of an IReportService request operation.

Object Properties

	Name	Description
	Info Property	Gets the RequestInfo object containing status information for a request.

Result Object

Represents an object that is returned as a result of an IReportService operation.

Object Properties

	Name	Description
	Error Property	An Error object that represents an error that occurs during operation execution.
	IsAuthenticated Property	A Boolean value that indicates whether the request has been authenticated.

UploadOptions Object

Defines options for how to upload a resource.

Object Properties

	Name	Description
	ConnectionString Property	Gets the string value representing the connection string to use.
	Overwrite Property	Gets the Boolean value indicating whether to overwrite existing resources.
	SkipResourceValidation	Gets the Boolean value indicating whether to validate that all requirements are met for using the uploaded resource to serve compiled reports.

UserCapabilities Object

Represents a user capabilities object that is contained in a result from an IReportService get user capabilities operation.

Object Properties

	Name	Description
	Email Property	A string value that represents the e-mail address of the user.
	IsAdministrator Property	A Boolean value indicating whether the user is the administrator.
	IsEvaluationVersion Property	A Boolean value indicating whether the system is in evaluation mode.
	IsSBEVersion Property	A Boolean value indicating whether the system is the small business edition.
	IsSchedulePermitted Property	A Boolean value indicating whether the user has permission to scheduling.
	IsUploadPermitted Property	A Boolean value indicating whether the user has permission to upload reports.

UserCapabilitiesResult Object

Represents a user capabilities result object that is returned as a result of an IReportService get user capabilities operation.

Object Properties

	Name	Description
	Capabilities Property	A UserCapabilities object that contains the capabilities for the user.

ModelPermission Enumeration

Specifies the byte value of the enumerated level of permissions granted for the model associated with the report.

Enumeration Members

Member	Description
None	The indicated security token has no permission to access the data model.
Read	The indicated security token has only read access to the data model.
CreateReport	The indicated security token has both read and reporting access to the data model.

ReportParameterDomain Enumeration

Specifies the byte value of the enumerated report parameter domain.

Enumeration Members

Member	Description
SpecifiedValues = 0	Indicates that the parameter values are specified in the value collection.
SelectAll = 1	Indicates that all valid values are set.
AcceptingDynamicValues = 2	Indicates that the specified values include values to be evaluated dynamically at run time.

ReportType Enumeration

Specifies the byte value of the enumerated report type for all supported reports.

Enumeration Members

Member	Description
Unknown = 0	Indicates that the report type is unknown.
SW = 1	Indicates a semantic report, created with ActiveReports Server.
AR = 2	Indicates an ActiveReports developer report.
DDR = 3	Indicates a Data Dynamics Reports developer report.

RequestState Enumeration

Specifies the state of an IReportService request operation for a RequestInfo object.

Enumeration Members

Member	Description
Accomplished	Indicates that the request operation completed successfully.
Cancelled	Indicates that the request operation was cancelled.
Pending	Indicates that the request operation is in a request queue.
Rejected	Indicates that the request operation was rejected.
Running	Indicates that the request operation execution has started, but has not yet completed.
Unavailable	Indicates that no request status information is available due to connection problems or other issues.

Section 508 Compliance

Section 508 requires that when Federal agencies develop, procure, maintain, or use electronic and information technology, Federal employees with disabilities have access to and use of information and data that is comparable to the access and use by Federal employees without disabilities, unless an undue burden would be imposed on the agency. Section 508 also requires that individuals with disabilities seeking information or services from a Federal agency have access to and use of information and data that is comparable to that provided to the general public, unless an undue burden would be

imposed on the agency.

Accessibility Summary:

All major features of ActiveReports software are accessible via keyboard navigation.

DISCLAIMER:

GRAPECITY MAKES NO WARRANTIES, EXPRESS OR IMPLIED, IN THIS DOCUMENT. The following information reflects the general accessibility features of GrapeCity software components as related to the Section 508 standards. If you find that the information is not accurate, or if you have specific accessibility needs that our products do not meet, please contact us and we will attempt to rectify the problem, although we cannot guarantee that we will be able to do so in every case.

ActiveReports Server Administrator and Designer controls

Section 1194.21 Software applications and operating systems

Criteria	Status	Remarks
(a) When software is designed to run on a system that has a keyboard, product functions shall be executable from a keyboard where the function itself or the result of performing a function can be discerned textually.	Supported with exceptions	ActiveReports Server partially supports navigation using the keyboard. However, a user cannot execute report functions by using only the keyboard on Administrator and Designer sites.
(b) Applications shall not disrupt or disable activated features of other products that are identified as accessibility features, where those features are developed and documented according to industry standards. Applications also shall not disrupt or disable activated features of any operating system that are identified as accessibility features where the application programming interface for those accessibility features has been documented by the manufacturer of the operating system and is available to the product developer.	Supported	The controls do not disrupt or disable industry standard accessibility features of other products.
(c) A well-defined on-screen indication of the current focus shall be provided that moves among interactive interface elements as the input focus changes. The focus shall be programmatically exposed so that Assistive Technology can track focus and focus changes.	Supported with exceptions	Some elements in the Report Designer, Viewer, Admin site, and Report Portal do not provide focus information to Assistive Technology.
(d) Sufficient information about a user interface element including the identity, operation and state of the element shall be available to Assistive Technology. When an image represents a program element, the information conveyed by the	Supported with exceptions	ActiveReports Server supports images

<p>image must also be available in text.</p>		<p>for representing some user interface elements, and also provide a textual conveyance of the information.</p>
<p>(e) When bitmap images are used to identify controls, status indicators, or other programmatic elements, the meaning assigned to those images shall be consistent throughout an application's performance.</p>	<p>Supported</p>	<p>Any images used to identify a programmatic element have a consistent meaning throughout the controls.</p>
<p>(f) Textual information shall be provided through operating system functions for displaying text. The minimum information that shall be made available is text content, text input caret location, and text attributes.</p>	<p>Not Applicable</p>	<p>Operating system functions for displaying text are not supported in ActiveReports Server.</p>
<p>(g) Applications shall not override user selected contrast and color selections and other individual display attributes.</p>	<p>Supported with exceptions</p>	<p>ActiveReports Server does not override contrast and color in Internet Explorer 11 and Firefox. Google Chrome requires an extension to be installed.</p>
<p>(h) When animation is displayed, the information shall be displayable in at least one non-animated presentation mode at the option of the user.</p>	<p>Supported with exceptions</p>	<p>ActiveReports Server provides textual information for some animated elements.</p>
<p>(i) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.</p>	<p>Supported</p>	<p>ActiveReports Server does not have any feature or text that conveys any information or message using color coding.</p>
<p>(j) When a product permits a user to adjust color and contrast settings, a variety of color selections capable of producing a range of contrast levels shall be provided.</p>	<p>Supported</p>	<p>ActiveReports Server supports a wide variety of colors, range of contrast levels, themes and styles that can be applied to controls in</p>

		a report.
(k) Software shall not use flashing or blinking text, objects, or other elements having a flash or blink frequency greater than 2 Hz and lower than 55 Hz.	Supported	The controls do not use flashing or blinking text or objects.
(l) When electronic forms are used, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.	Supported	Any form-type dialogs or windows associated with the controls provide Assistive Technology with access to information on all directions, cues, field elements, and functionality required for completion.

Section 1194.22 Web-based Internet information and applications

Criteria	Status	Remarks
(a) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).	Supported with exceptions	Some of the non-text element has a text equivalent.
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	Not Applicable	There is no multimedia presentation associated with the software.
(c) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.	Supported	By default, no information is conveyed with color.
(d) Documents shall be organized so they are readable without requiring an associated style sheet.	Supported with exceptions	Some elements are not visible on the Admin site and the HTML5 Report Portal when styles are disabled.
(e) Redundant text links shall be provided for each active region of a server-side image map.	Not Applicable	There are no server-side image maps associated with the software.
(f) Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.	Not Applicable	There are no client-side image maps associated with the software.
(g) Row and column headers shall be identified for data tables.	Not Supported	By default, there are no data tables associated with the software.
(h) Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row	Not Supported	By default, there are no data tables associated with the

or column headers.		software.
(i) Frames shall be titled with text that facilitates frame identification and navigation.	Not Applicable	By default, there are no frames associated with the software.
(j) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Supported	The software does not cause the screen to flicker outside the recommended range.
(k) A text-only page, with equivalent information or functionality, shall be provided to make a web site comply with the provisions of this part, when compliance cannot be accomplished in any other way. The content of the text-only page shall be updated whenever the primary page changes.	Not Applicable	Text-only page is not available in ActiveReports Web Viewer or Web controls.
(l) When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by Assistive Technology.	Supported	The ActiveReports HTML5 Viewer control uses scripting that is supported by Assistive Technology.
(m) When a web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with §1194.21(a) through (l).	Supported	ActiveReports provides a link to install the Silverlight plug-in when an application using ActiveReports Silverlight viewer control is executed.
(n) When electronic forms are designed to be completed on-line, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.	Supported with exceptions	The components used in ActiveReports have been configured for maximum compliance. However, some form controls do not support assistive technology.
(o) A method shall be provided that permits users to skip repetitive navigation links.	Not Applicable	By default, the software contains no repetitive navigation links.
(p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Not Applicable	No timed responses are required with ActiveReports.

ActiveReports

Section 1194.31 Functional Performance Criteria

Criteria	Status	Remarks
(a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for assistive technology used by people who are blind or visually impaired shall be provided.	Supported with exceptions	ActiveReports provide partial support to assistive technologies like screen readers.
(b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be	Supported	ActiveReports does not require visual acuity greater than 20/70.

provided in audio and enlarged print output working together or independently, or support for assistive technology used by people who are visually impaired shall be provided.		Also, it is exposed to magnification tools like "Screen Magnifier" thus magnifying the screen for ease of use.
(c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for assistive technology used by people who are deaf or hard of hearing shall be provided.	Not Applicable	ActiveReports does not use any sound output and hearing is not necessary to use the product.
(d) Where audio information is important for the use of a product, at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided.	Not Applicable	ActiveReports does not provide functionalities that require audio or video aids.
(e) At least one mode of operation and information retrieval that does not require user speech shall be provided, or support for assistive technology used by people with disabilities shall be provided.	Not Applicable	ActiveReports does not provide any functionality that use user speech.
(f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided.	Supported	ActiveReports does not provide any functionality that requires fine motor control or simultaneous action.

Documentation

Section 1194.41 Information, Documentation, and Support

Criteria	Status	Remarks
(a) Product support documentation provided to end-users shall be made available in alternate formats upon request, at no additional charge.	Supported	Documentation is available in four formats: HTML(Web), *.chm, *.PDF, and Help3(Visual Studio help content)
(b) End-users shall have access to a description of the accessibility and compatibility features of products in alternate formats or alternate methods upon request, at no additional charge.	Supported	ActiveReports provides information about accessibility and compatibility features in the documentation. Also, documentation is exposed to screen readers.
(c) Support services for products shall accommodate the communication needs of end-users with disabilities.	Supported	Support services such as telephone, email and forum support are provided to the customers.

Glossary

A

attribute tree

Displays the attributes that are associated with the entity selected under the **entity tree**. For example, the

Customer entity has attributes like Address, Phone, Country, etc. If no entity is selected, the attribute tree is empty.

D

drill down

Allows users to expand collapsed table rows to reveal more data. See also drill through.

drill through

Allows users to click links to reports with more detailed data. Located in the Design tab toolbar, the Drilldown button is enabled when you select a table cell or chart data point. Specify parameters in the target report to supply relevant detail data.

R

report design surface

Visible on the Design tab and the Report tab, it is a visual page designer where you can drag and drop entities and attributes to create tables and charts and design your reports.

Report Info

An insert that you can add to a textbox to show page numbering, report name, or run time. Located in the Report tab toolbox, it is enabled when you click inside a textbox.

role root category

Role Root Category is a system category that is set as the top level category for a User Role. All the sub-categories under this level are available to the users in the user role. Role Root Category is a system category that is set as the top level category for a User Role. All the sub-categories under this level are available to the users in the user role.