

# Quick Overview on Connecting Crystal Reports with GRIN-Global Data

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## Revision Date

November 14, 2014



This guide gives a brief overview of setting up Crystal Reports reports.

[Change notes](#) pertaining to this document are also summarized in the appendix.

The [Table of Contents](#) contains links to the document's sections.

## Comments/Suggestions:

Please contact [feedback@ars-grin.gov](mailto:feedback@ars-grin.gov) with any suggestions or questions related to this document.

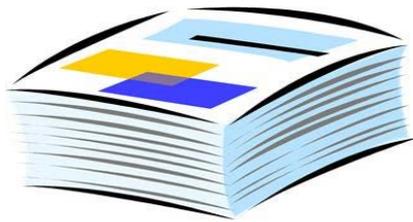
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## INTRODUCTION

Crystal Reports is a popular, commercially-available report generator. Since it works with databases and data stored in spreadsheets, it can be used to design reports using GRIN-Global data.

This document does not provide a step-by-step tutorial on creating the actual report within the Crystal Reports application. Rather, this document discusses how to extract sample data from GRIN-Global as a basis for a report design and then how to eventually connect the report with GRIN-Global for ongoing use.



When you design a report with the Crystal Reports Report designer, you are not just designing a report for one-time use, but rather one that will work with new data as it becomes available within GRIN-Global. As the GG data changes, the report can be applied to the relevant data and the results can be viewed or printed.

Besides data reports, packing labels and other labels can be made this way and then accessed on an ongoing basis by the Curator Tool users. Users do not need to know how to design the reports, but how to access them via the Curator Tool.



If you are not familiar with Crystal Reports, there are many online resources on how to create reports using Crystal Reports – one helpful resource is the YouTube Crystal Reports channel. In google, search for **crystal reports + youtube**.

There are four basic steps to coordinating Crystal Reports and GRIN-Global:

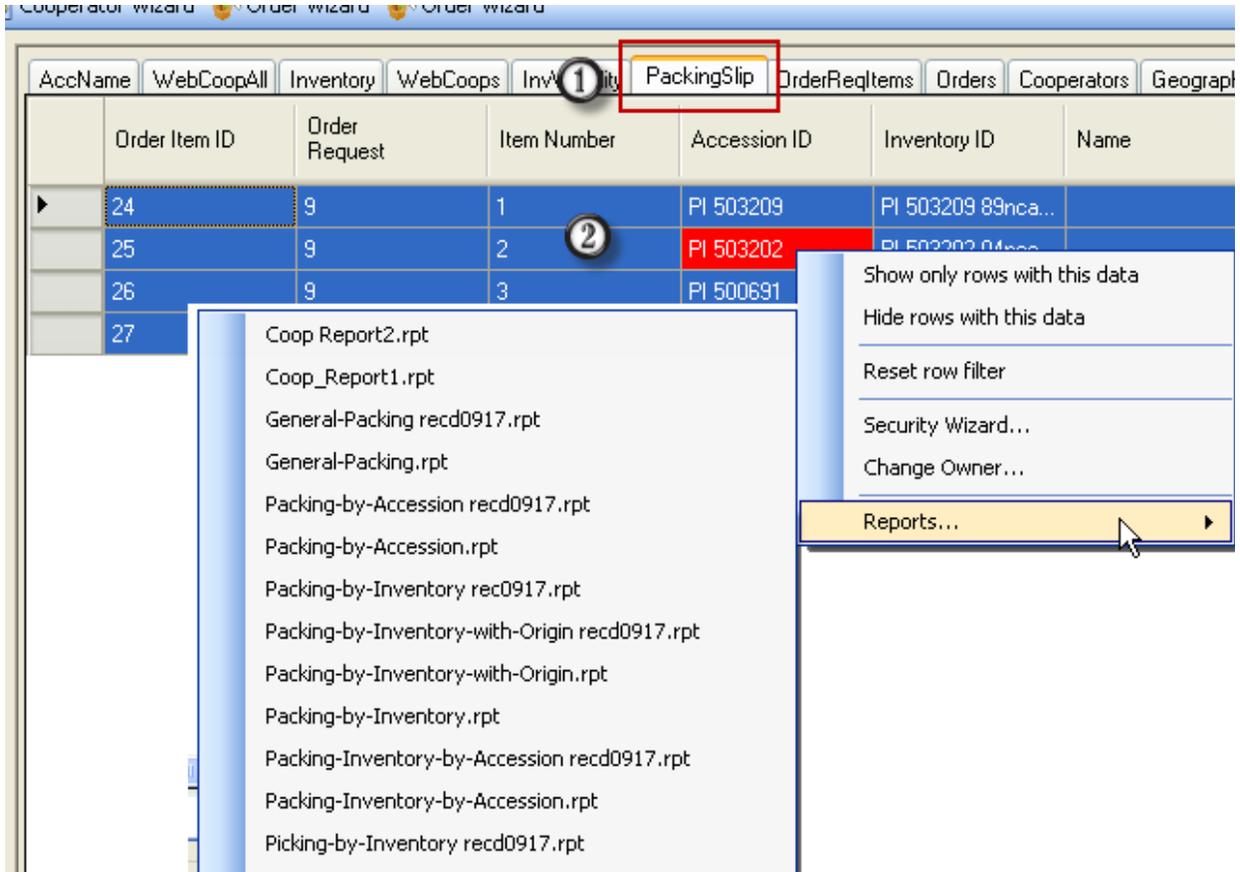
1. In the Curator Tool, select sample data as the basis for the report
2. Using Crystal Reports, use the data from step 1 to design the report
3. Name and save the report (.rpt) file; copy the .rpt file into the GRIN-Global “Reports” folder
4. Using the CT, select data to be included in the report; select the corresponding report

## Using an Existing Report

In the Curator Tool, a menu displays when a user right-clicks in the dataview grid. One of the menu items listed is **Reports...** If the user selects the **Reports...** option, a list of *all* existing reports displays. However, not all of the reports displayed necessarily work with the currently displayed dataview.



The reports have been designed to work with specific database fields so it is important that users learn which dataview to display in order to access the respective reports. All of the initial reports bundled with GRIN-Global require the **Get Packing Slip** dataview.



In the following example, the user was viewing the **Get Packing Slip** dataview and then selected the **General Packing** report.

**Report Form v2.0.4078.30082**

Main Report

 **Inventory Packing List with Origin** Order: 9

From: Mrducks Mrducks  
 10300 Baltimore Avenue  
 BARC-West  
 Bville , Maryland 21050  
 USA

To: Mrducks Mrducks  
 10300 Baltimore Avenue  
 BARC-West  
 Bville , Maryland 21050  
 USA

Final Destination:  
 Mrducks Mrducks  
 10300 Baltimore Avenue  
 BARC-West  
 Bville , Maryland 21050  
 USA

Item	Inventory	Accession	Name	Country
1	PI 503209 89ncai01 SD	PI 503209		
2	PI 503202 04ncei01 SD	PI 503202		
3	PI 500691 88ncai01 SD	PI 500691		
4	PI 500000 00 01 SD	PI 500000		

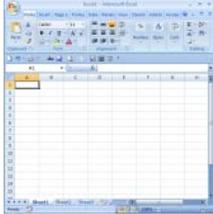
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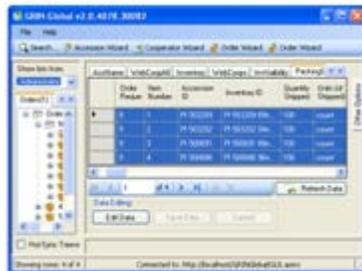
## Connecting Crystal Reports with GRIN-Global Data

### Step 1: Select a Sample Data Source in GRIN-Global

- a) Open Microsoft Excel (or another spreadsheet application); start a blank spreadsheet.

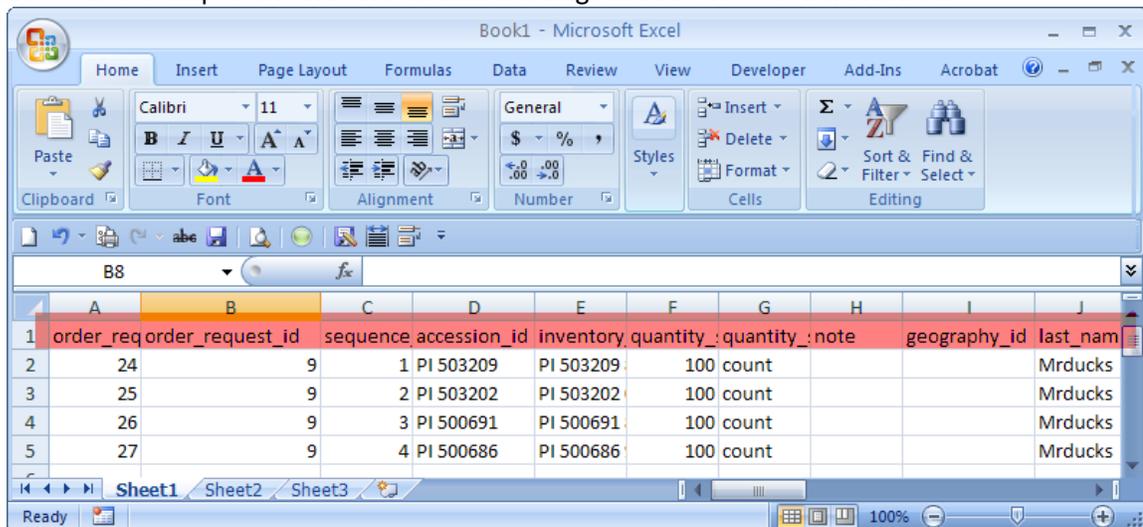


- b) In the Curator Tool, display data for which the report will be designed. (Open the respective dataview.)  
 c) Select some (or all) of the rows in the dataview.



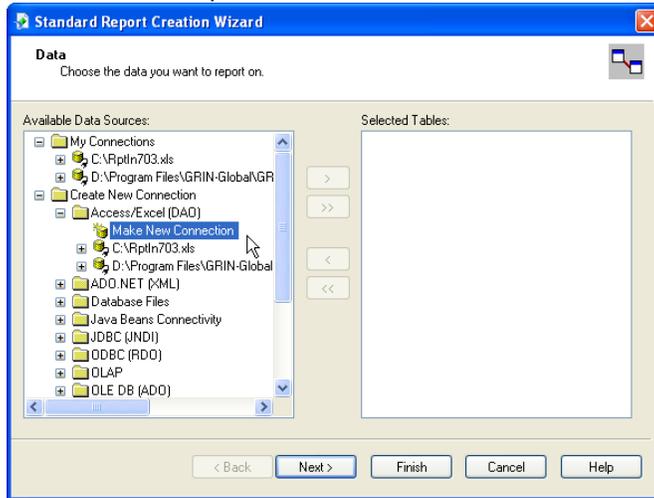
- d) Press the **Ctrl** key, and while holding it, drag the selected data into Excel.  
 e) Save the spreadsheet to your hard drive. (Save the spreadsheet in the **.xls** format.)

Note that it is important that the column headings include the true field names.



## Step 2: Using Crystal Reports, Use the Data from Step 1 to Design the Report

- a) Start the Crystal Reports designer.
- b) Create a new, empty report.
- c) Using the Crystal Report Database Expert, create a new Database Connection (choose the one that provides Excel support – in VS2008 it is called “Access/Excel (DAO)”) and connect it to the file created in Step 1.



- d) Design the report.
- e) When the design is complete, save the report.

## Step 3: Copy the Report (.rpt) File into the GRIN-Global “Reports” Folder

- a) Copy the Crystal Report .rpt file created in Step 2 to your **Reports** directory for the Curator Tool (a typical path is **C:\Program Files\GRIN-Global\GRIN-Global Curator Tool\Reports**)

## Step 4: Using the CT, Select Data and the Corresponding Report

- a) In the CT, *use the same dataview* that was used to create the report.
- b) Select all or some of the rows in the dataview. (Only data from selected rows will be displayed in the report.)



- c) Right-click on any of the highlighted rows and select **Reports...** at the bottom of the menu.
- d) Select your new report to see the results.



## Step 5: Mapping the Report to the Curator Tool User's Settings

As of November, 2014, the Curator Tool uses three user files that are stored individually for each CT user on a PC.

When the GRIN-Global Curator Tool is installed on a User's PC, several files are installed on the PC's hard drive which affect user settings. The advantage of these files is that they can be configured by a GG administrator (or a user). The disadvantage is they are .txt files – a GUI is being considered to manage these files.

The three files are:

File	Purpose
AppSettings.txt	Controls certain CT user settings such as application-level settings for the GUI controls
ReportsMapping.txt	Associates a .report file (".rpt") with a dataview file (".dataview")
WebServiceURL.txt	This file indicates the servers available to the CT.

Please refer to the GG Admin Guide for information on establishing the connections for the Crystal Reports using the ReportsMapping.txt.

## Appendix: Change Notes

– *November 14, 2014*

- added brief info regarding mapping the Reports to the CT User's settings