

User Manual: Creating Reports and Subscription

Introduction

This manual will guide you through the process of creating a report and setting up a subscription in our system. Follow the steps below to efficiently perform these actions.

Steps to Create a Report

1. **Access the Reports Section**
 - Log in to your account.
 - Navigate to the **Reports** section in the main menu.
2. **Create a New Report**
 - Click the "**Create New Report**" button.
3. **Select the Type of Report**
 - Choose the type of report you wish to obtain based on the required information.
4. **Select Attributes**
 - Define the attributes of the report by selecting the types of sensors you want to include.
5. **Generate the Report**
 - Click on "**Generate Report**" to create the report with the selected attributes.

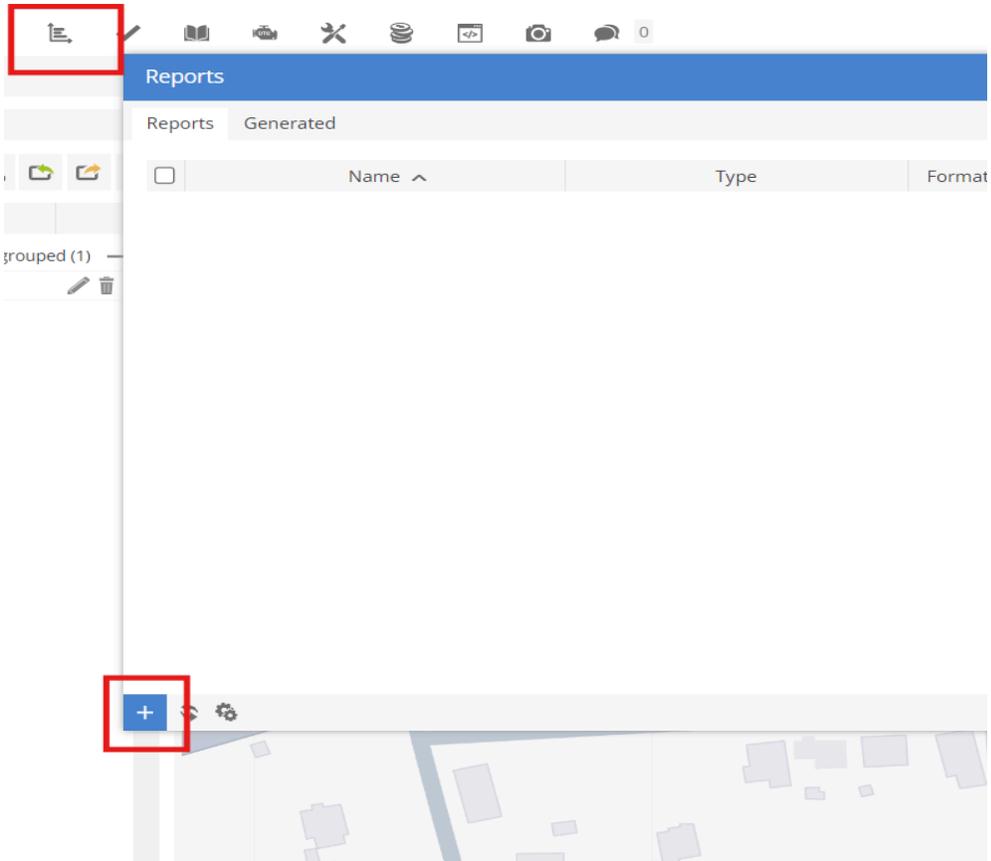
Steps to Subscribe to the Report

You can set up the subscription during the report creation process:

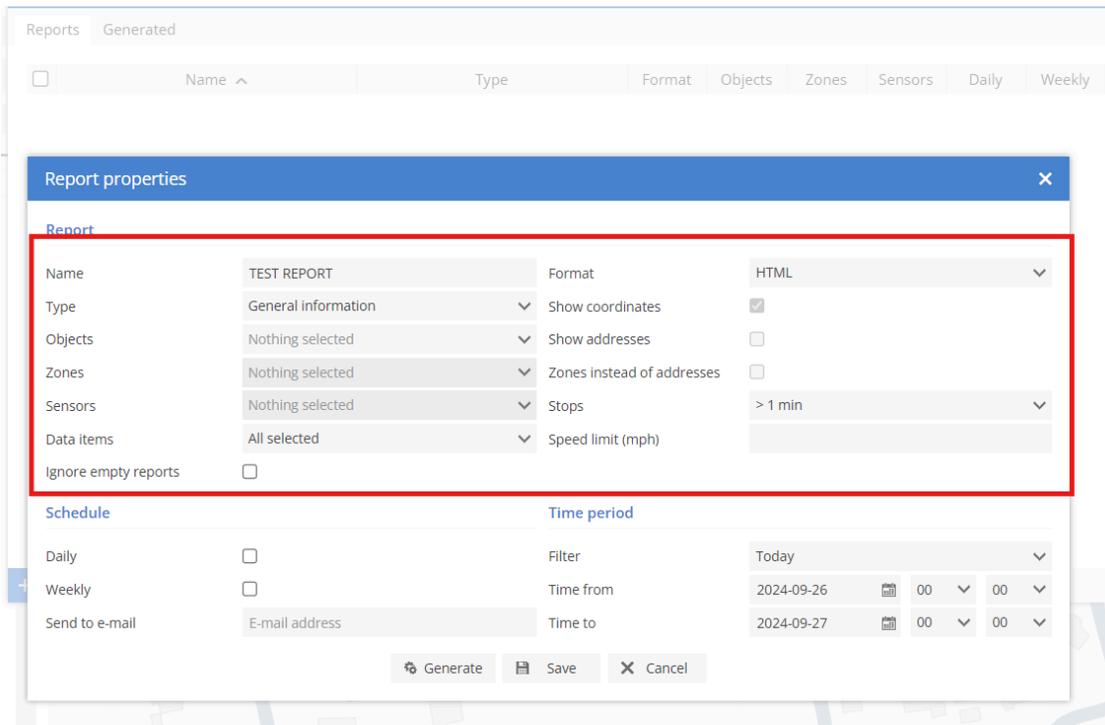
1. **Select Frequency**
 - Choose the **frequency** with which you want to receive the report (Daily or Weekly).
2. **Select Format**
 - Specify the **format** in which you want to receive the report (e.g., PDF, Excel, etc.).
3. **Define Date, Day, and Time**
 - Indicate the **date**, **day**, and **time** you wish to receive the report.

Image for reference

Step 1



Step 2



Creating report subscription:

Schedule		Time period			
Daily	<input type="checkbox"/>	Filter	Today ▼		
Weekly	<input type="checkbox"/>	Time from	2024-09-26	00 ▼	00 ▼
Send to e-mail	<input type="text" value="E-mail address"/>	Time to	2024-09-27	00 ▼	00 ▼

⚙️ Generate 💾 Save ✖ Cancel

Conclusion

By following these simple steps, you will be able to create reports and subscribe to them according to your needs. If you need further assistance, please refer to the support section or contact our team.