



Fast Report Basic Guide

Index

1. Understand on Toolbar	3
1.1 Report Object	3
1.2 Align Toolbar	4
2. Sales Invoice Bands	5
2.1 Understand on Bands	5
2.2 Sample Layout in Design Mode	6
2.3 Sample Layout on Preview Mode	7
2.4 Print Position	7
2.5 Stop Position vs Print Count	9
3. How to design Simple Sales Invoice?	12
3.1 Add PICTURE	12
3.2 Text Memo	14
3.3 Rich Text Object	15
3.4 System Text	16
3.5 Draw Line	16
3.6 Center Horizontally in Band - Display the object in center horizontal	17
3.7 Align Left / Middle / Right	18
3.8 Save the File	19
4. How to create the Subreport in Report?	21
4.1 Click on Subreport Object	21
4.1.1 Place on Report Page you want to show	21
4.2 System will prompt a new blank page for Subreport	22
4.3 Click on Insert Band to design the layout or insert the data	22
5. Check Box	24
5.1 Simple CheckBox	24
5.2 Query to show Check Box either True to False	28
6. How to do Report Watermark?	29
Frequently Ask Question(FAQ)	32


















Fast Report Basic Guide

1. Unit price is 0, display as FOC	32
2. Document Currency Description Cents change to Sens	32
3. More Description convert RichTextToPlainText	33
4. How to change report paper size?	33
5. if Qty > 10 , text color in red and in bold?	34
6. Why in Report I have place at the position I want, but when preview it will show at bottom? 37	
7. Export to PDF Logo is blur	38
8. How to capture remark1 as url path?	38
9. Payslip to show AL or MC Only	41
10. How to get Net Unit Price	42
11. UOM = UNIT, Qty display without Decimal Point, else with 2 Decimal Point.	42
12. How to Get Supplier Bank in Payment Voucher?	44
13. How to change the Amount in Word to First Character to Upper Case only?	45
14. Long More Description cause report first page is Empty	46

1. Understand on Toolbar













1.1 Report Object



Icon	Name	Description
	Object Selection	standard mode of operation : mouse cursor selects object(s), modifies their sizes, etc.
	Hand	allows dragging of whole report page
	Zoom	allows left-clicking to zoom in (adds 25% if already 25-75%, else adds 100%) or right-clicking to zoom out (subtracts 25% if already 50-100%, else subtracts 100%) holding left mouse button while dragging zooms in to selected area
	Text Editor	allows in-place editing of "Text" object holding left mouse button and moving the cursor creates and sizes a new "Text" object and opens its editor
	Format copying	allows Format copying from one "Text" object to others: select a "Text" object, click Format mode button, select Target "Text" objects in turn exit Format copying mode by clicking any other mode button
	Band	an area on a design page which behaves according to its type (e.g. Header band, Data band)
	Text	displays one or more lines of text within a rectangular area
	Picture	displays a graphic file in "BMP," "JPEG," "ICO," "WMF" or "EMF" format
	SubReport	allows insertion of another report design page(New Page) within the host page.
	System Text	displays either system information (date, time, page number, sum, etc) or aggregate values
	Check Box	displays a checkbox with either a tick or a cross
	Chart	displays data in various chart formats (pie chart, histogram, etc.)
	RichText	displays text in Rich Text Format (RTF)
	Draw	displays a horizontal or vertical line and displays various geometrical shapes (diagonal line, rectangle, rounded rectangle, ellipse, triangle and diamond)
	Barcode	displays data as one of several barcode types

1.2 Align Toolbar



Icon	Name	Description
	Align Left	align left edges (to first selected object)
	Align Middle	align horizontal centres (to first selected
	Align Right	align right edges (to first selected object)
	Align Top	align top edges (to first selected object)
	Align Centre	align vertical centres (to first selected object)
	Align Bottom	align bottom edges (to first selected object)
	Space Horizontally	space equally in horizontal direction
	Space Vertically	space equally in vertical direction
	Centre Horizontally	individually centre each object horizontally in band
	Centre Vertically	individually centre each object vertically in band
	Shrink/Grow Width to Smaller/Larger	set equal widths (same as first selected object)
	Shrink/Grow Height to Smaller/Larger	set equal heights (same as first selected object)

2. Sales Invoice Bands

2.1 Understand on Bands

2.1.1 Group Header

- Grouping Header
- To Print on every page, right click on **Group Header Band**, select **reprint on new page**

2.1.2 Master Data

- The **Main** Dataset of the report
- Normally Bind to Main Dataset
- Each Page allows to have 1 **Main Dataset Only**

2.1.3 Detail Data

- To display all **Item Details**

2.1.4 Group Footer

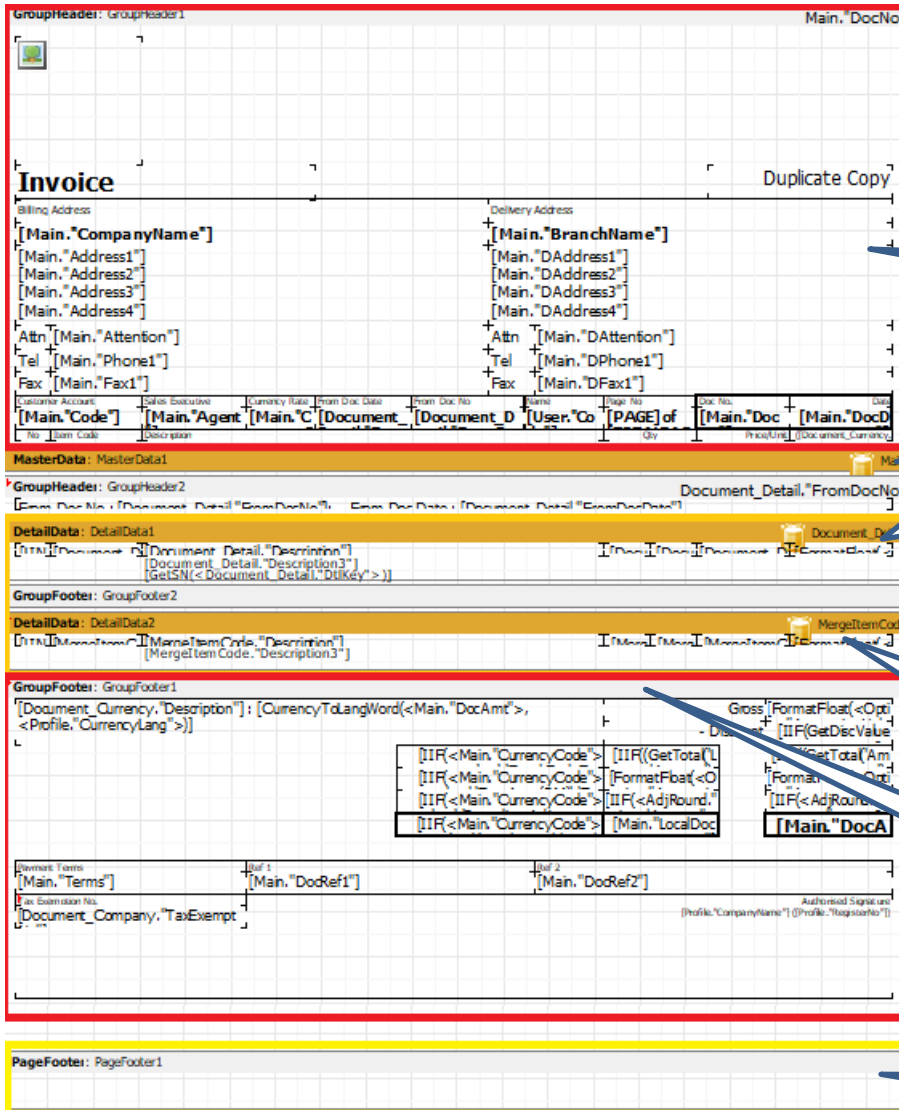
- Grouping Footer
- Display on **Last Page** only

2.1.5 Page Footer

- Display on **Every Pages**

Fast Report Basic Guide

2.2 Sample Layout in Design Mode



The screenshot displays the design mode of a Fast Report for an invoice. The layout is divided into several sections:

- GroupHeader: GroupHeader1** (Red border): Contains the main invoice information, including company name, branch name, addresses, and contact details. It also includes a table for document details with columns for document number, description, and currency.
- MasterData: MasterData1** (Yellow border): A section for master data, currently empty.
- GroupHeader: GroupHeader2** (Yellow border): A section for document details, including description and item code.
- DetailData: DetailData1** (Yellow border): A section for item details, including description and item code.
- GroupFooter: GroupFooter2** (Yellow border): A section for item details, including description and item code.
- GroupFooter: GroupFooter1** (Red border): A section for summary information, including currency, amount, and terms.
- PageFooter: PageFooter1** (Yellow border): A section for page information, including page number and total pages.

Group Header

Master Data

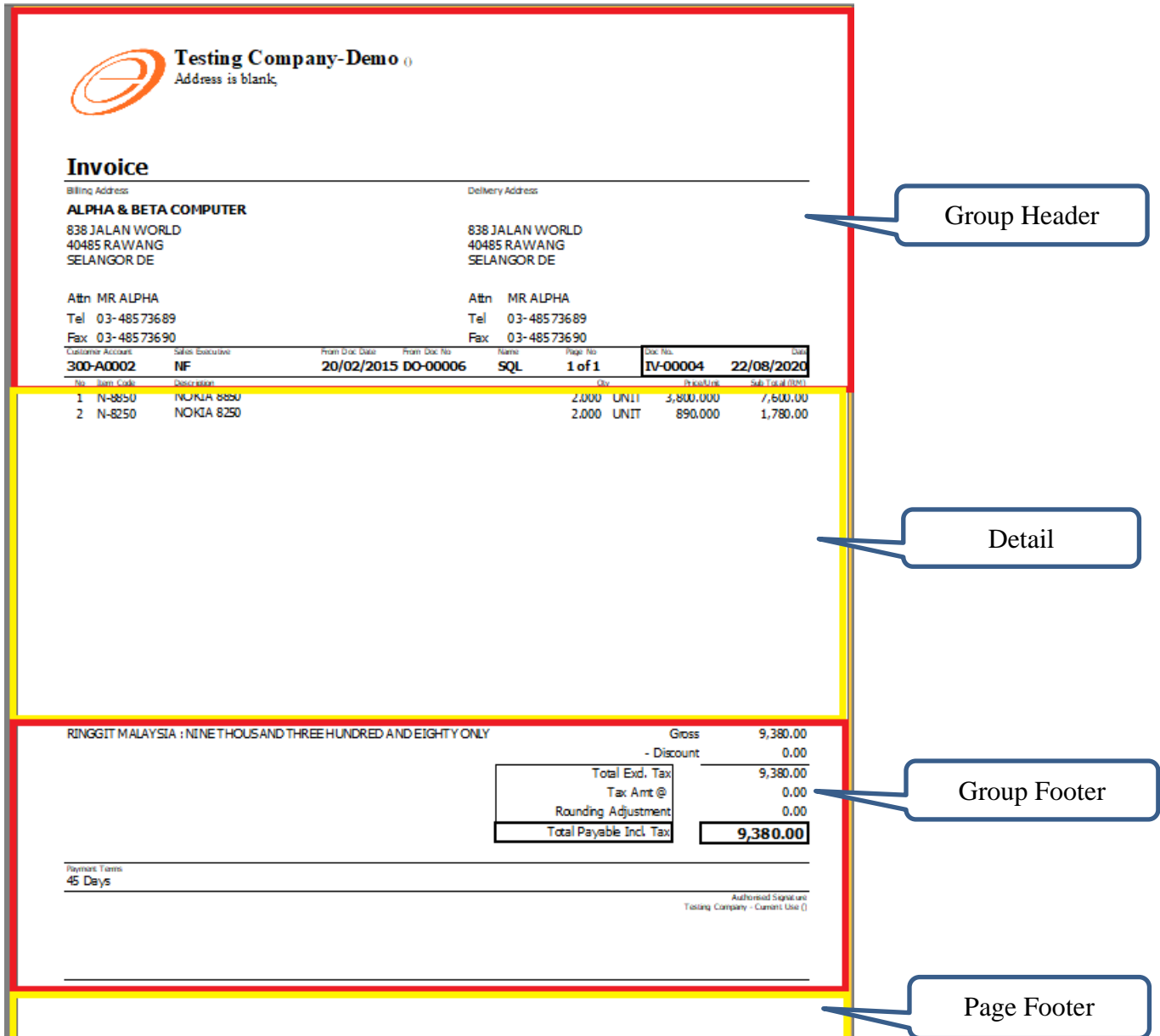
Detail – Without Merge Same Item Code
(Tools -> Option -> Miscellaneous - Unticked)

Detail – Without Merge Same Item Code
(Tools -> Option -> Miscellaneous - Unticked)

Group Footer

Page Footer

2.3 Sample Layout on Preview Mode



Testing Company-Demo
Address is blank

Invoice

Billing Address: **ALPHA & BETA COMPUTER**
838 JALAN WORLD
40485 RAWANG
SELANGOR DE

Delivery Address: 838 JALAN WORLD
40485 RAWANG
SELANGOR DE

Attn: MR ALPHA
Tel: 03-48573689
Fax: 03-48573690

Attn: MR ALPHA
Tel: 03-48573689
Fax: 03-48573690

Customer Account	Sales Executive	From Doc. Date	From Doc. No	Name	Page No	Doc. No.	Date
300-A0002	NF	20/02/2015	DO-00006	SQL	1 of 1	IV-00004	22/08/2020

No	Item Code	Description	Qty	Price/Unit	Sub Total (RM)
1	N-8850	NOKIA 8850	2.000	UNIT 3,800.000	7,600.00
2	N-8250	NOKIA 8250	2.000	UNIT 890.000	1,780.00

RINGGIT MALAYSIA : NINETEEN THOUSAND THREE HUNDRED AND EIGHTY ONLY

Gross	9,380.00
- Discount	0.00
Total Excl. Tax	9,380.00
Tax Amt @	0.00
Rounding Adjustment	0.00
Total Payable Incl. Tax	9,380.00

Payment Terms
45 Days

Authorized Signatory
Testing Company - Current User ()

2.4 Print Position

- Group Footer content will be printed at the pixel value input.
- Higher Value = Higher Footer
- without setting with print position, the group footer will be printed after the document detail records.

- Example Source Code:

if Engine.FreeSpace < (GroupFooter1.Height + PageFooter1.Height + 30) then
Engine.NewPage;

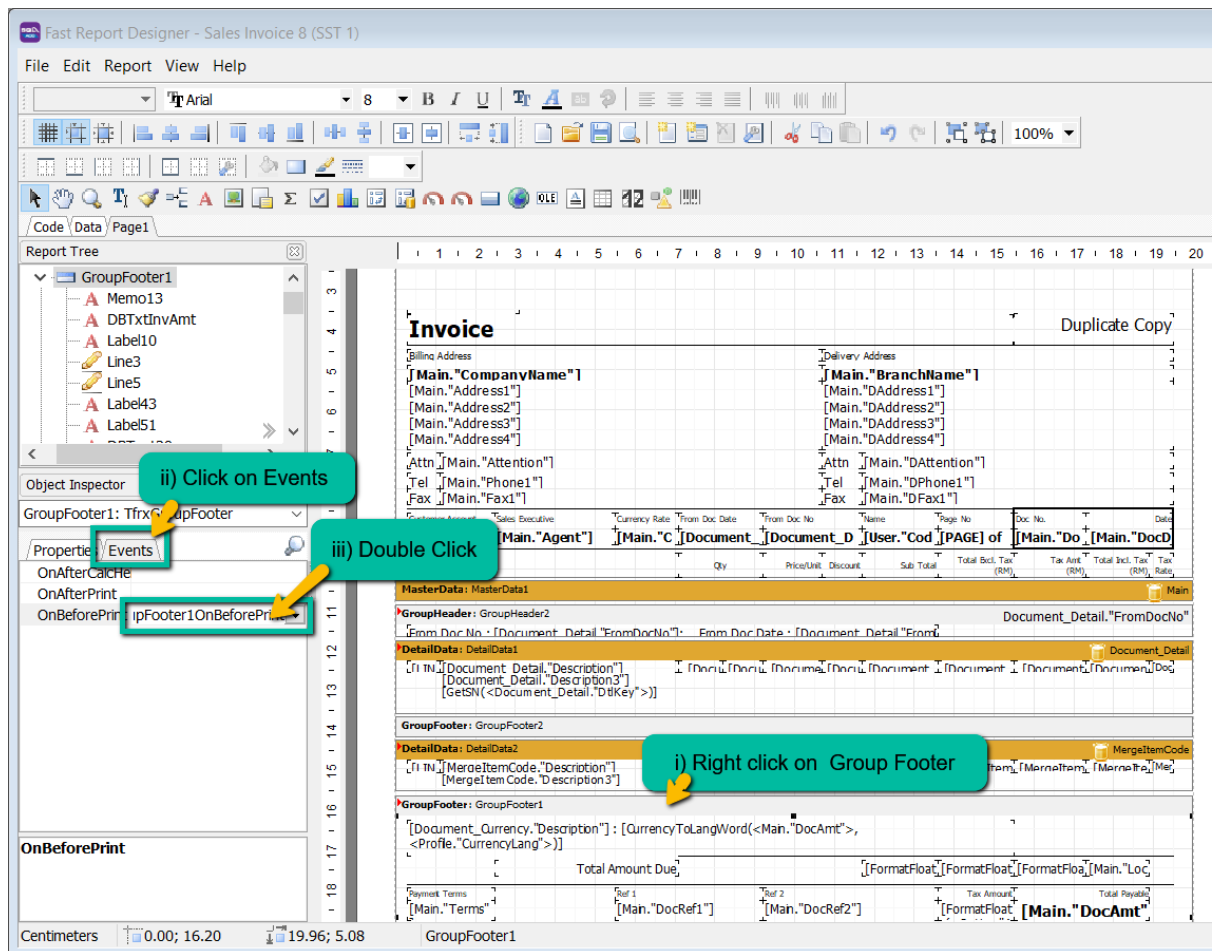
Engine.CurY := Engine.PageHeight - GroupFooter1.Height - PageFooter1.Height -60 ;

2.4.1 How to do the Print Position setting in

Higher Value = Higher Footer

2.4.1.1 Click on Group Footer -> Click on Properties

Event Name



The screenshot shows the Fast Report Designer interface for a sales invoice report. The report tree on the left shows a 'GroupFooter1' component. The Object Inspector on the right shows the 'OnBeforePrint' event for this component. Three annotations are present: 'i) Right click on Group Footer' pointing to the GroupFooter1 in the report tree, 'ii) Click on Events' pointing to the 'Events' tab in the Object Inspector, and 'iii) Double Click' pointing to the 'OnBeforePrint' event in the Object Inspector.

2.4.1.2 Adjust the value

```

• procedure GroupFooter1OnBeforePrint (Sender: TfrxComponent);
• begin
275 if Engine.FreeSpace < (GroupFooter1.Height + PageFooter1.Height + 30) then Engine.NewPage;
•     Engine.CurY := Engine.PageHeight - GroupFooter1.Height - PageFooter1.Height - 60;
• end;

```

Higher Value, higher Footer

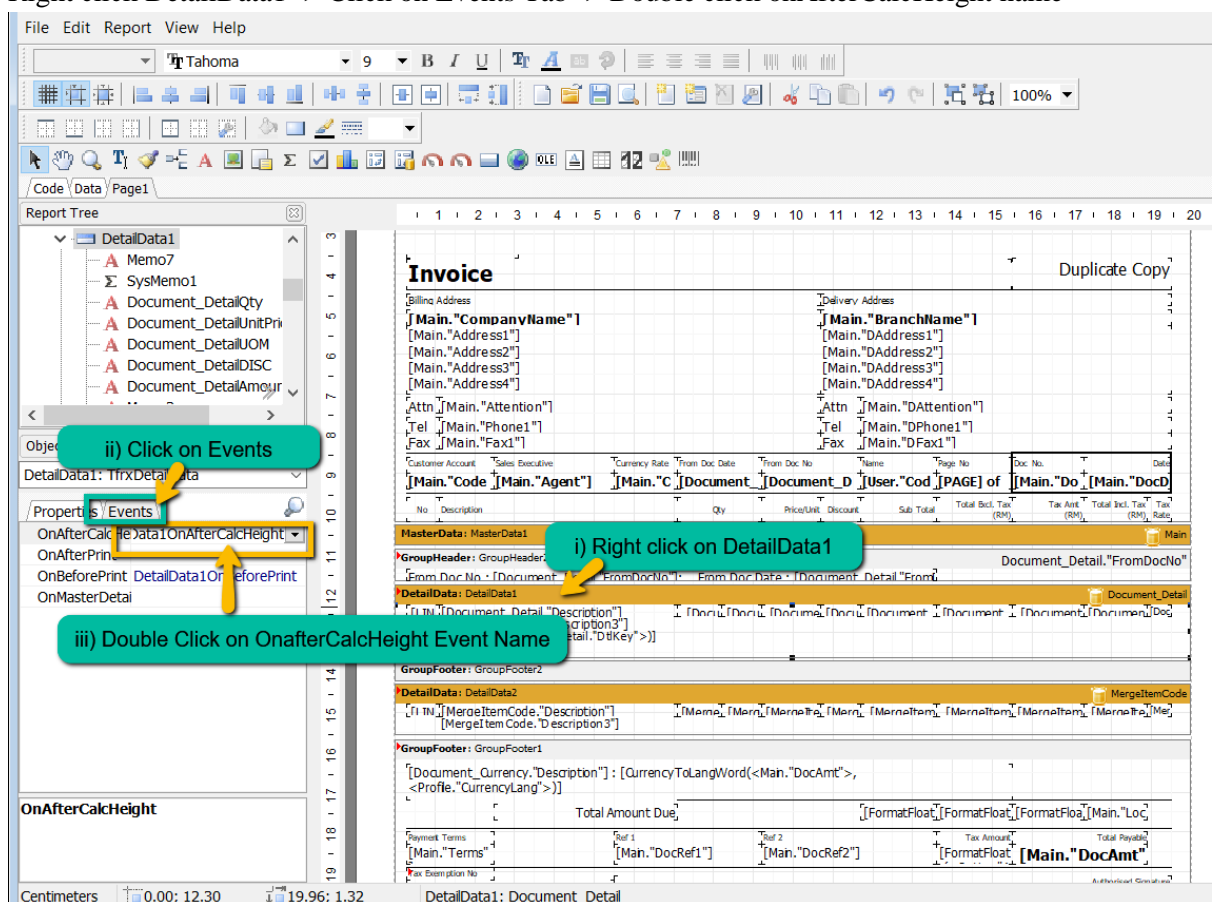
- 60;

2.5 Stop Position vs Print Count

Stop Position	Print Count
Details will stop at the input value	Details will stop by number of records inputs
Recommend Value in Pixel	Not recommend if using More Description Number of Records

2.5.1 How to do the Stop Position in Report?

2.5.1.1 Right click DetailData1 -> Click on Events Tab -> Double click onAfterCalcHeight name



The screenshot shows the Fast Report software interface. On the left, the Report Tree shows a hierarchy with 'DetailData1' selected. The 'Events' tab is active, and 'OnAfterCalcHeight' is double-clicked. In the center, a report preview for an 'Invoice' is shown. Annotations with arrows point to: i) 'DetailData1' in the Report Tree, ii) the 'Events' tab, and iii) the 'OnAfterCalcHeight' event name.

2.5.1.2 Setting the stop position

```

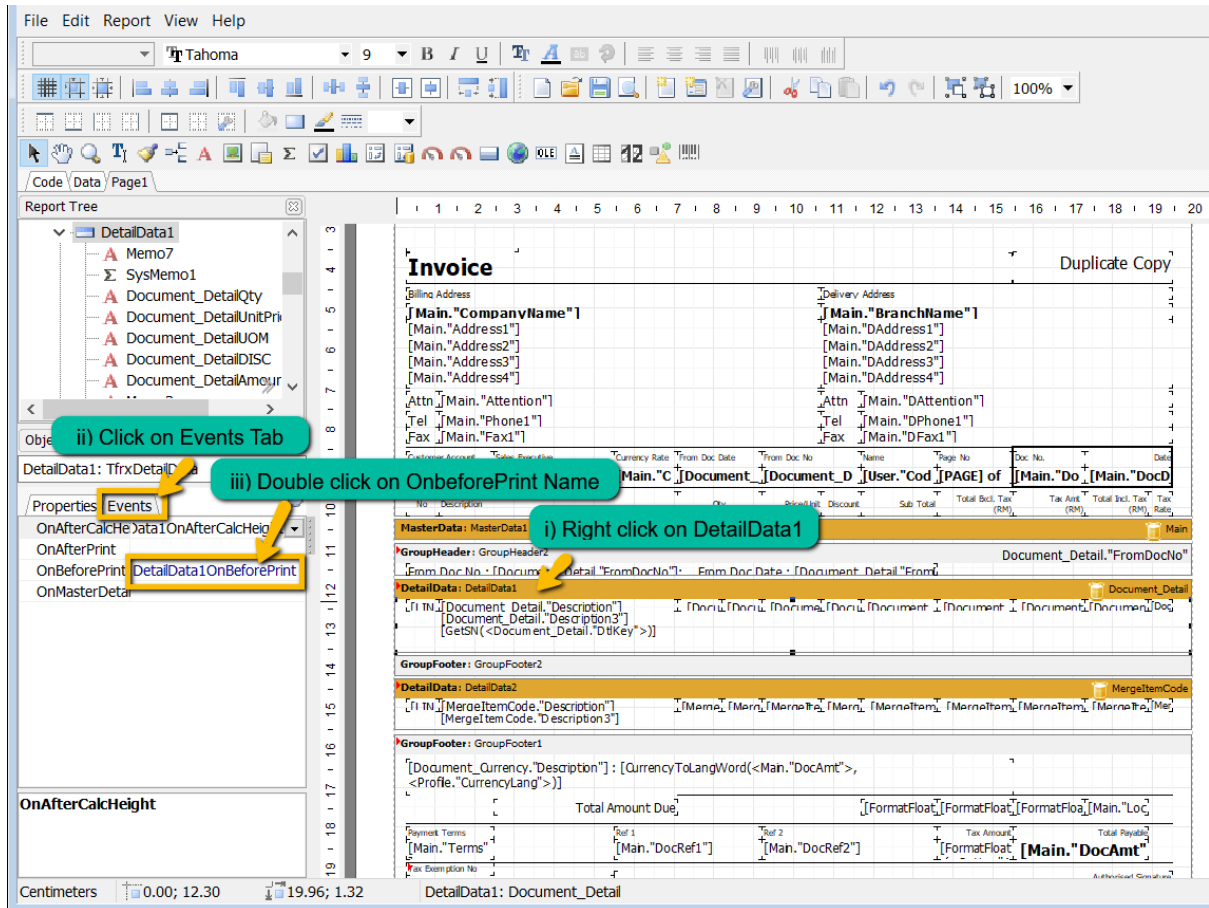
• procedure DetailData1OnAfterCalcHeight(Sender: TfrxComponent);
• begin
305 // Example Stop position on 9.5 inch * 96 = 912
•   if TfrxDetailData(Sender).Visible and (Engine.CurY + DetailData1.Height >= 912) then Engine.NewPage;
• end;

```

Annotation: iv) value in Pixel, example if you want to stop on 9.5 Inch, use 9.5 x 96 = 912

2.5.2 How to do the Print Count setting in Report?

2.5.2.1 Right click DetailData1 -> Click on Events Tab -> Double click onAfterCalcHeight name



The screenshot shows the Fast Report software interface. The main window displays an invoice report titled "Invoice" with fields for Billing Address, Delivery Address, and various company details. The Report Tree on the left shows a hierarchy of data objects, including DetailData1. The Events Tab is selected, and the OnBeforePrint event for DetailData1 is highlighted. Annotations with arrows point to specific actions: ii) Click on Events Tab, iii) Double click on OnbeforePrint Name, i) Right click on DetailData1, and iv) Set number of record.

2.5.2.2 Set number of records

```


• procedure DetailData1OnBeforePrint (Sender: TfrxComponent);
280 begin
•   DetailData1.Visible := <Option."MergeSameItemCode"> = False;
•   DetailData2.Visible := <Option."MergeSameItemCode"> = False;
•
•   // For Print Count 20
285 if TfrxDetailData(Sender).Visible and (<Line#> mod 20 = 1) and (<Line#> > 1) then Engine.NewPage;
• end;

```

Small Tips :

- i) Set Either Print Count or Stop Position
- ii) use // to disable the command
- iii) When you set both Print Count and Stop Position, system will capture Print Count.

2.5.3 Sample on Print Position / Stop Position



Testing Company - Sample Report (1)
 No 1, 2nd Floor, Jalan Setia Dagang AK U13/AK, Setia Alam, 40170 Shah Alam, Selangor, Malaysia.
 Phone: 03-78901300

Tax Invoice

Billing Address: TEST Contra **Delivery Address:**

Attn:
Tel:
Fax:

Attn:
Tel:
Fax:

Customer Account	Sales Description	Name	Page No	Doc No.	Date
300-T0007	---	ADMIN	1 of 1	IV-00100	11/11/2020

No	Description	Qty	Unit	Price/Unit	Discount	Sub Total	Total Incl. Tax (RM)	Tax Amt. (RM)	Total Incl. Tax (RM)	Tax Rate
1	ANTENNA	1.00	LNIT	4,001.00		4,001.00	4,001.00	0.00	4,001.00	

Stop Position - Calc from Top to the arrow down

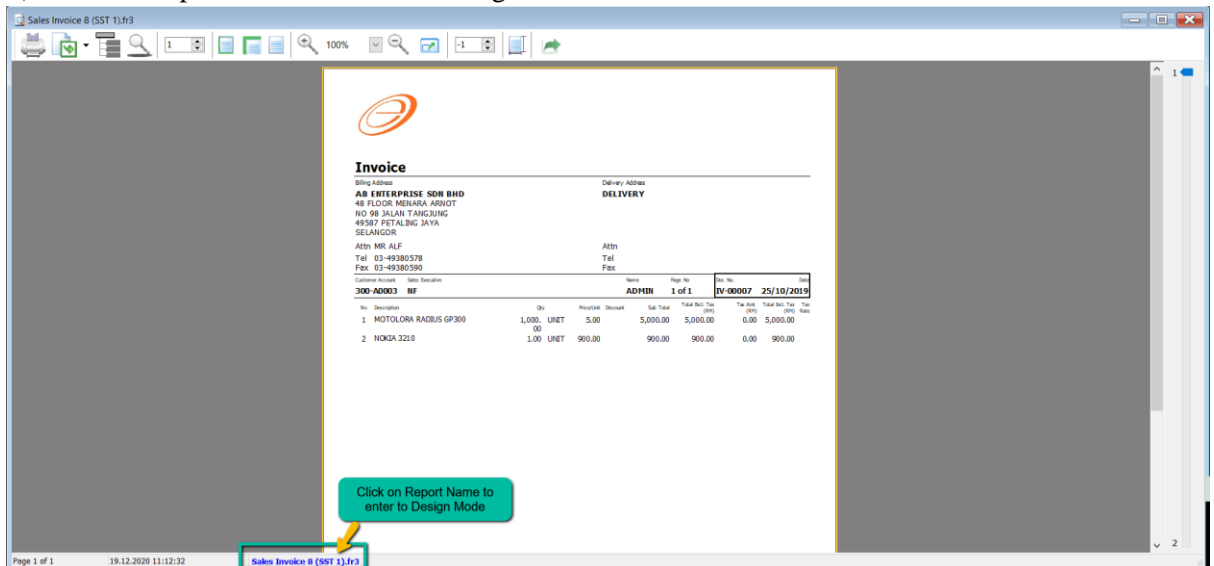
ROKONGIT MALAYSIA : FOUR THOUSAND AND ONE ONLY

Total Amount Due	4,001.00	4,001.00	0.00	4,001.00
Payment Terms: 30 Days	Tax Amount (RM)	Total Tax Able (RM)		
	0.00	4,001.00		

Print Position - Calc start from the Arrow up

3. How to design Simple Sales Invoice?

- ➔ i) Preview Invoice
- ➔ ii) Click on Report Name to enter to Design Mode

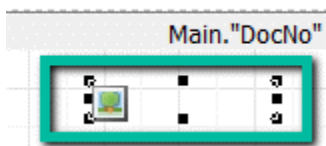


3.1 Add PICTURE

3.1.1 Click on Picture Object



3.1.2 Place on Report Page



i) Fix Picture

3.1.3 Click on Load

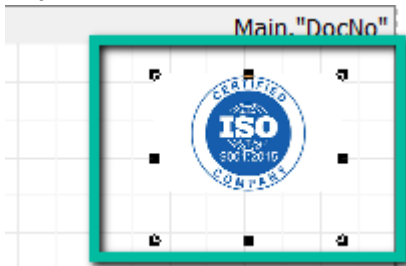


3.1.4 Select the Picture on your local drive

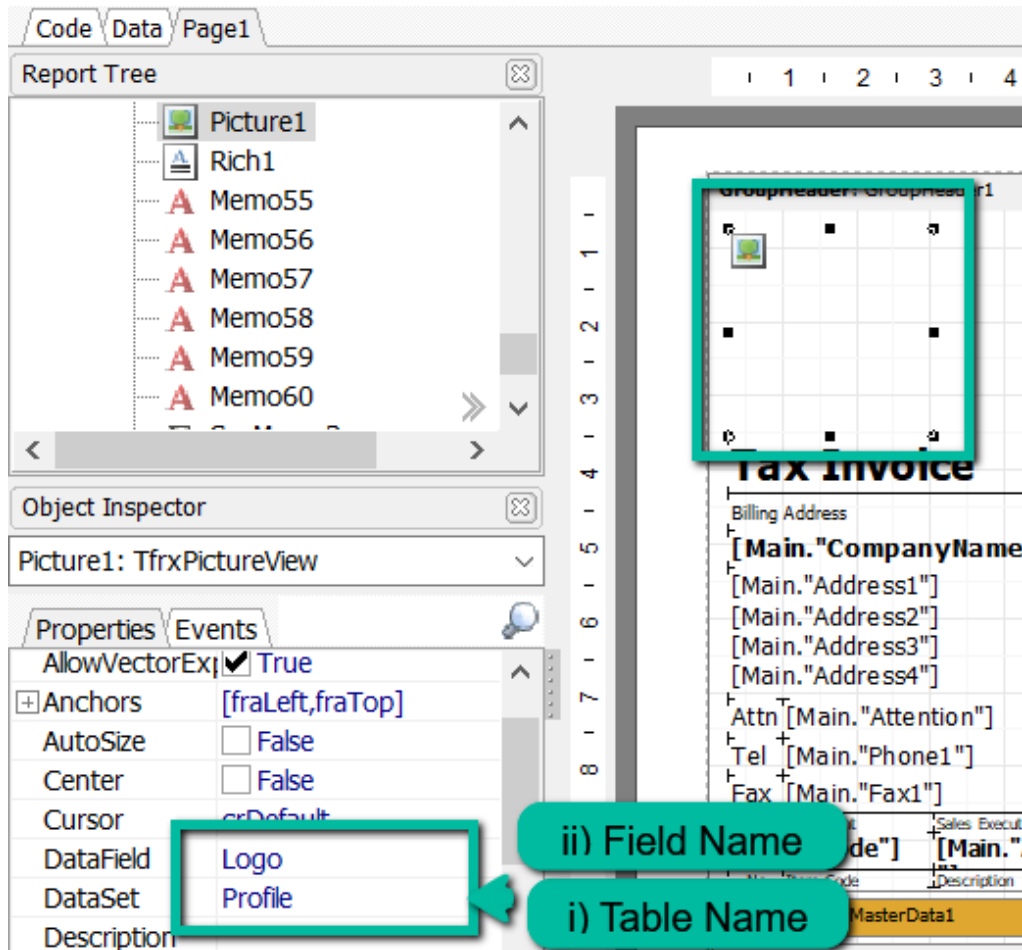
3.1.5 Click on ✓



3.1.6 Adjust to the desire size



ii) Capture Picture from Report Dataset



3.2 Text Memo

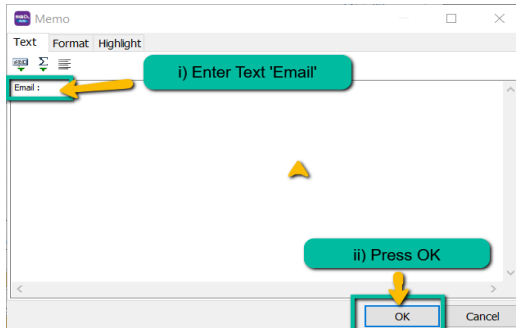
- Add Customer Email Address

3.2.1 Click on Text Memo



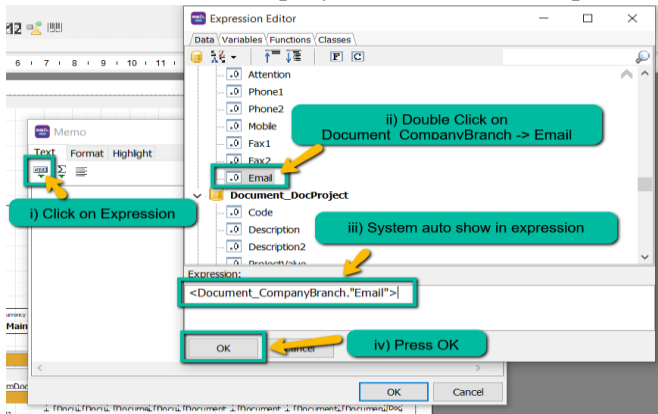
3.2.2 Place on Report Page

3.2.3 Enter Text : Email



3.2.4 Repeat Step 3.2.1 & 3.2.2

3.2.5 Select Document_CompanyBranch -> Email Expression



3.3 Rich Text Object

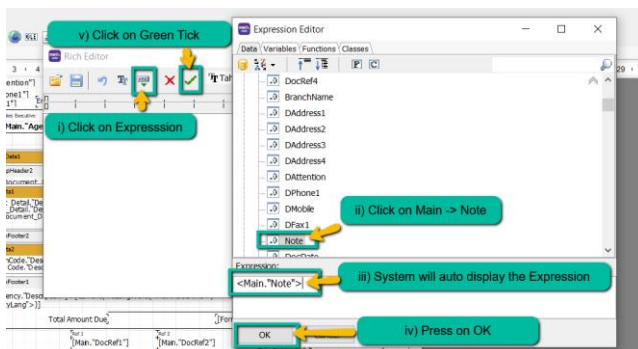
- Add Note

3.3.1 Click on RichText Object



3.3.2 Place on Report Page

3.3.3 Select Main -> Note



3.4 System Text

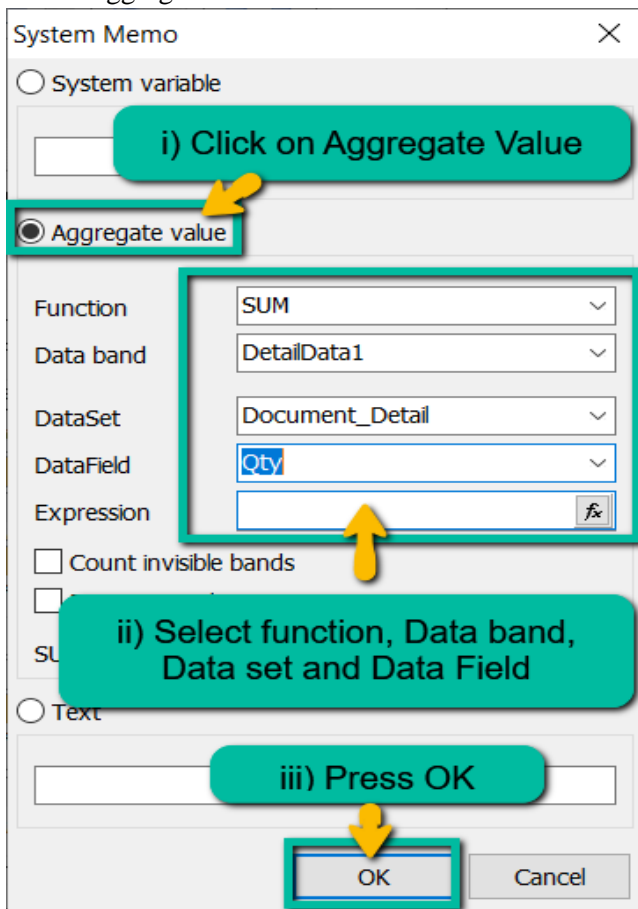
- Add Sum Qty

3.4.1 Click on System Text Object



3.4.2 Place on the Report Page

3.4.3 Select Aggregate value



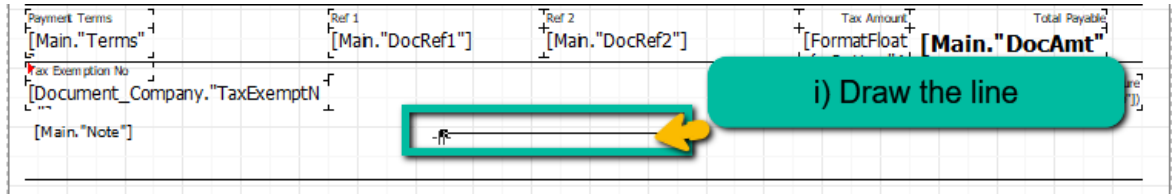
3.5 Draw Line

3.5.1 Click on Line



3.5.2 Place on the Report Page

3.5.3 Draw a line

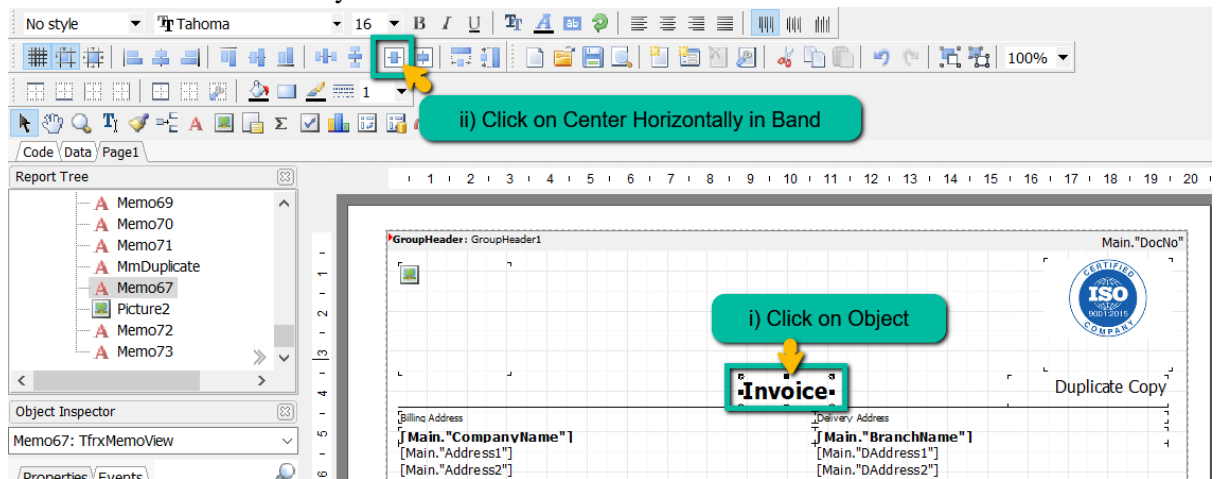


3.6 Center Horizontally in Band

- Display the object in center horizontal

3.6.1 Click on Object you want to show in center horizontal

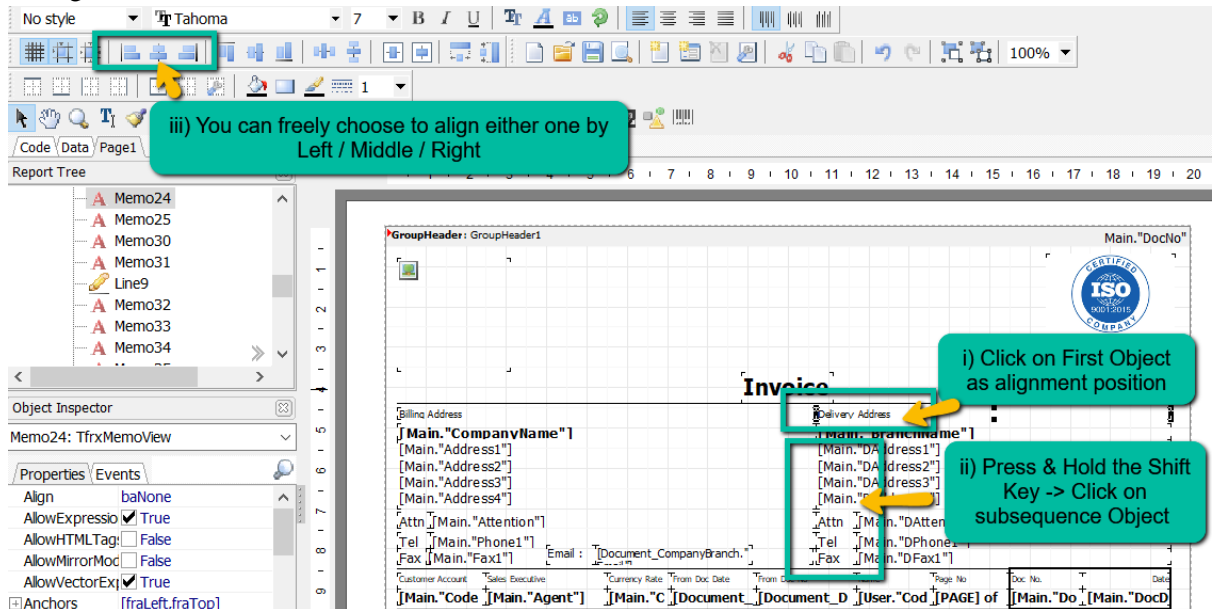
3.6.2 Click on Center Horizontally In Band



3.6.3 Done

3.7 Align Left / Middle / Right

3.7.1 Click on the multiple Object to Align as same alignment. System will follow the first object as alignment



The screenshot shows the Fast Report software interface. At the top, there is a toolbar with various alignment icons. A red box highlights the alignment icons, and a callout box says: "iii) You can freely choose to align either one by Left / Middle / Right". Below the toolbar is the Report Tree, Object Inspector, and Properties panels. The main area shows a report design for an invoice. A red box highlights the 'Delivery Address' object, and a callout box says: "i) Click on First Object as alignment position". Another red box highlights the 'Main.' object, and a callout box says: "ii) Press & Hold the Shift Key -> Click on subsequence Object".

3.7.2 Done



Fast Report Basic Guide

3.8 Save the File

1. File -> Save As -> Enter Report Name -> Save
2. Preview and see the result

Result:

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3.1 Picture →

3.2 Text Memo → Email : info@ab.com.my

3.3 Rich Text → AND NINE HUNDRED ONLY

3.4 RichText → 1001

3.5 Line → _____

3.6 Center Horizontally → Invoice

3.7 Align Left → DELIVERY

Billing Address:
AB ENTERPRISE SDN BHD
 48 FLOOR MENARA A
 NO 98 JALAN TANGI
 49587 PETALING JAY
 SELANGOR
 Attn MR ALF
 Tel 03-49380578
 Fax 03-49380590

DELIVERY Address:
 DELIVERY
 Attn
 Tel
 Fax

No	Description	Qty	Price/Unit	Discount	Sub Total	Total Excl. Tax (RM)	Tax Amt (RM)	Total Incl. Tax (RM)	Tax Rate
1	MOTOLORA RADIUS GP300	1,000.00	UNIT	5.00	5,000.00	5,000.00	0.00	5,000.00	
2	NOKIA 3210	1.00	UNIT	900.00	900.00	900.00	0.00	900.00	

Customer Account: 300-A0003 NF Name: ADMIN Page No: 1 of 1 Doc No: IV-00007 Date: 25/10/2019

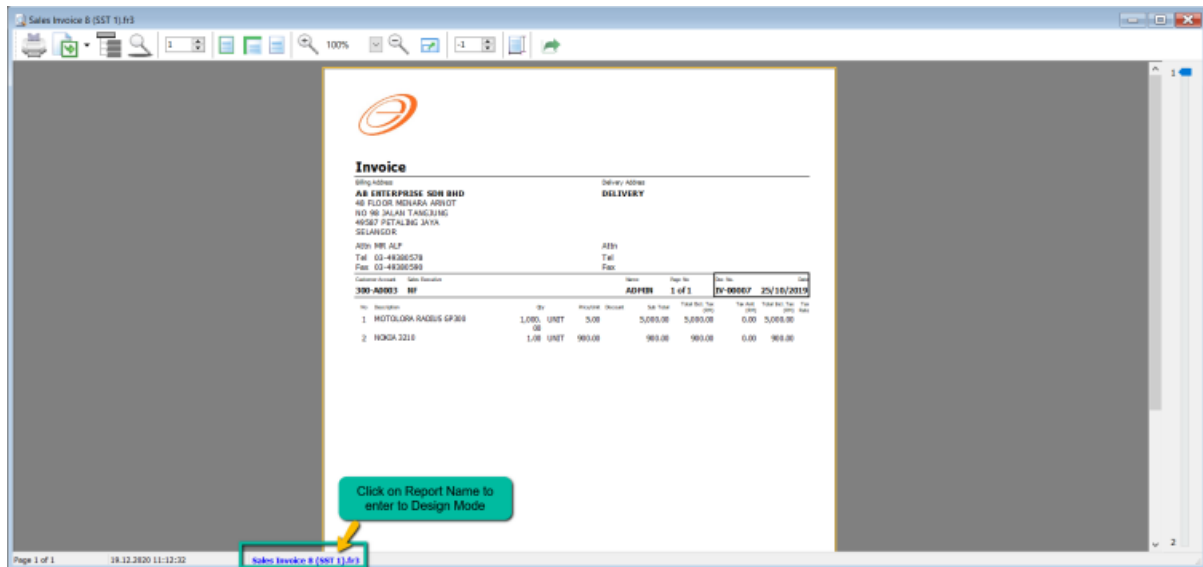
Payment Terms: 30 Days Tax Amount (RM): 0.00 Total Payable (RM): 5,900.00

Authorized Signature: _____
 Printing Company: _____

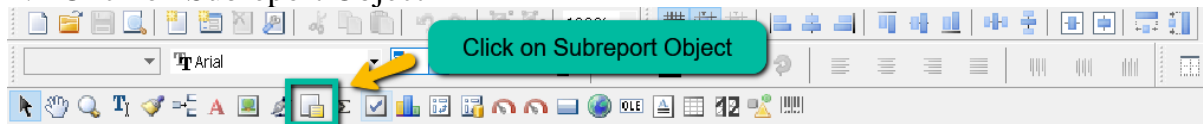
4. How to create the Subreport in Report?

-> Preview Invoice

-> Click on Report Name to enter to Design Mode



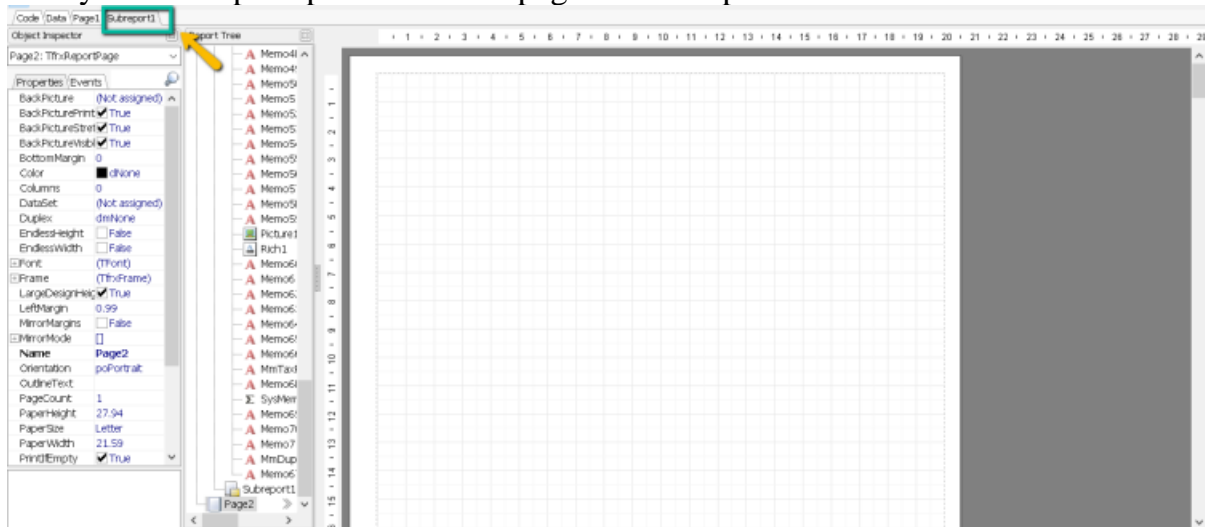
4.1 Click on Subreport Object



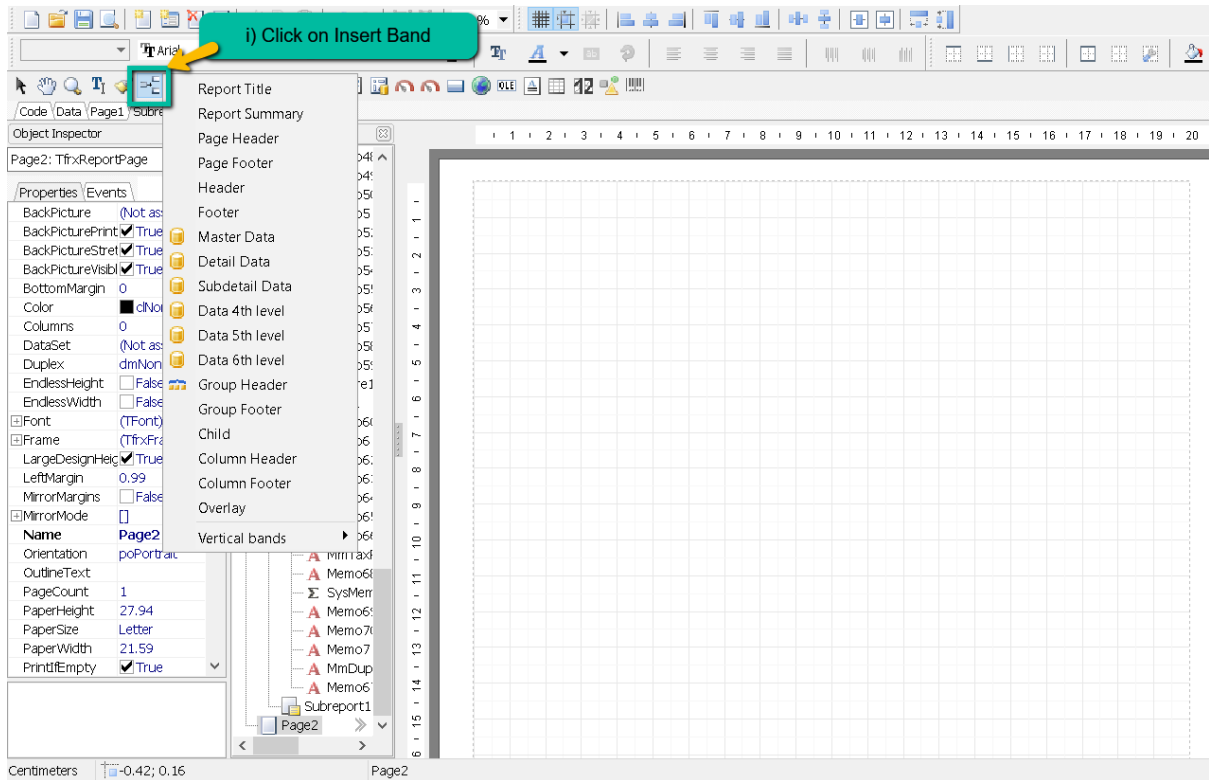
4.1.1 Place on Report Page you want to show.

Invoice										Duplicate Copy	
Billing Address					Delivery Address						
[Main."CompanyName"]					[Main."BranchName"]						
[Main."Address1"]					[Main."DAddress1"]						
[Main."Address2"]					[Main."DAddress2"]						
[Main."Address3"]					[Main."DAddress3"]						
[Main."Address4"]					[Main."DAddress4"]						
Attn [Main."Attention"]					Attn [Main."DAttention"]						
Tel [Main."Phone1"]					Tel [Main."DPhone1"]						
Fax [Main."Fax1"]					Fax [Main."DFax1"]						
Customer Account	Sales Executive	Currency Rate	From Doc Date	From Doc No	Name	Page No	Doc No.	Date			
[Main."Code"]	[Main."Agent"]	[Main."C"]	[Document_	[Document_D	[User."Cod	[PAGE] of	[Main."Do	[Main."DocD			
No	Description	Qty	Price/Unit	Discount	Sub Total	Total Incl. Tax (RM)	Tax Amt (RM)	Total Incl. Tax (RM)	Tax Rate		
MasterData: MasterData1											
GroupHeader: GroupHeader2											
From Doc No : [Document_Detail "FromDocNo"] From Doc Date : [Document_Detail "FromD											
DetailData: DetailData1											
[! TM] [Document_Detail."Description"] [Document_Detail."Description3"] [GetSN(<Document_Detail."DtKey">)]											
GroupFooter: GroupFooter2											
DetailData: DetailData2											
[! TM] [MergeItemCode."Description"] [MergeItemCode."Description3"]											

4.2 System will prompt a new blank page for Subreport



4.3 Click on Insert Band to design the layout or insert the data

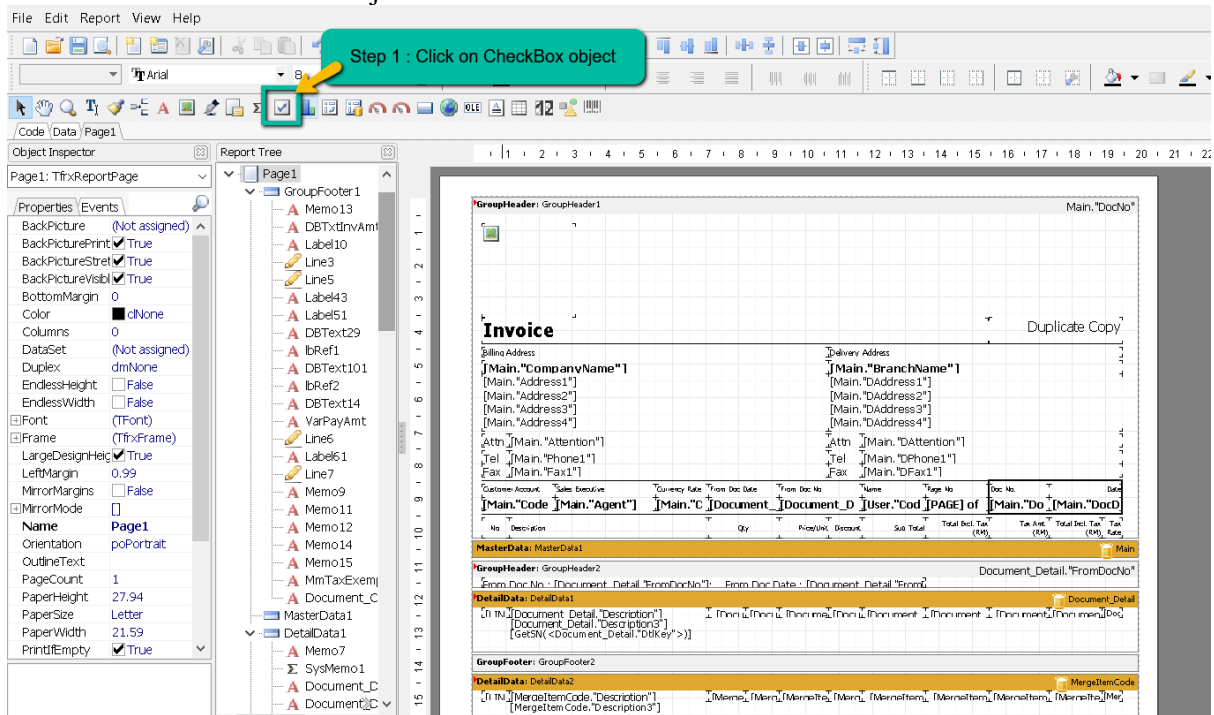


***May refer 2.1 Understand Bands at Page 4 on what band to use*

5. Check Box

5.1 Simple CheckBox

5.1.1 Click on CheckBox object



The screenshot shows the Fast Report software interface. A green callout box points to the checkbox icon in the toolbar, with the text "Step 1: Click on CheckBox object". The Object Inspector on the left shows the properties of the selected checkbox object. The Report Tree on the right shows the structure of the report, including a GroupHeader1 and a DetailData1. The preview window on the right shows an invoice report with various fields and a table of items.

5.1.2 Place on the place you want to show.

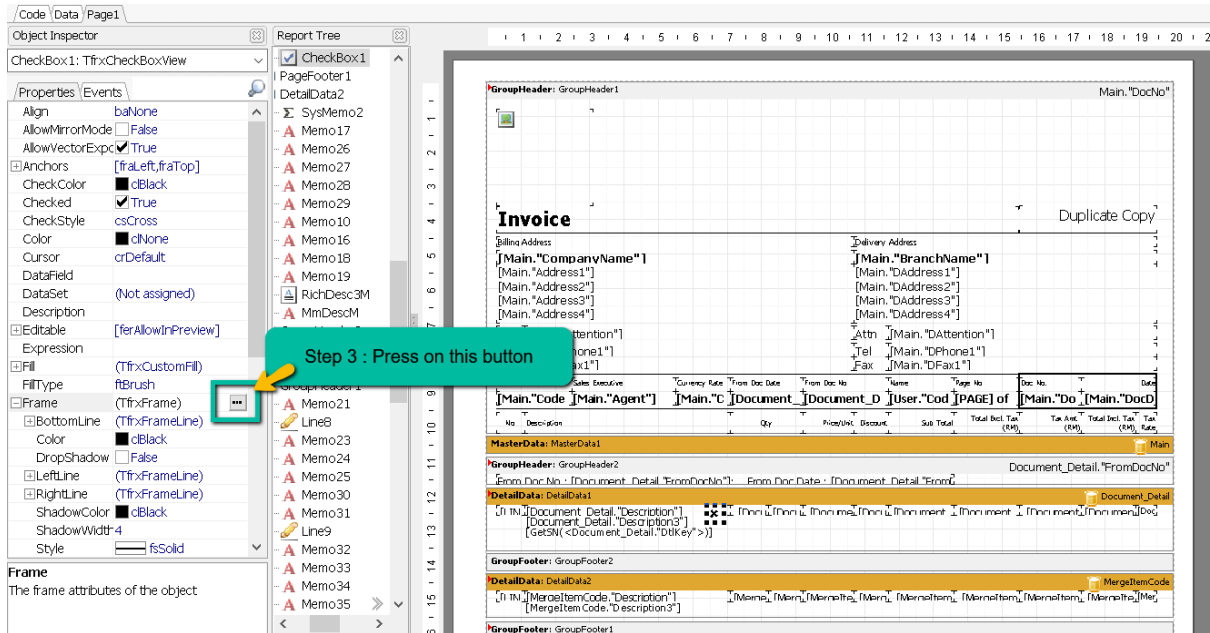
Fast Report Basic Guide

Invoice										Duplicate Copy	
Billing Address					Delivery Address						
[Main."CompanyName"]					[Main."BranchName"]						
[Main."Address1"]					[Main."DAddress1"]						
[Main."Address2"]					[Main."DAddress2"]						
[Main."Address3"]					[Main."DAddress3"]						
[Main."Address4"]					[Main."DAddress4"]						
Attn [Main."Attention"]					Attn [Main."DAttention"]						
Tel [Main."Phone1"]					Tel [Main."DPhone1"]						
Fax [Main."Fax1"]					Fax [Main."DFax1"]						
Customer Account	Sales Executive	Currency Rate	From Doc Date	From Doc No	Name	Page No	Doc No.	Date			
[Main."Code"]	[Main."Agent"]	[Main."C"]	[Document_	[Document_D	[User."Cod	[PAGE] of	[Main."Do	[Main."DocD			
No	Description	Qty	Price/Unit	Discount	Sub Total	Total Excl. Tax (RM)	Tax Amt (RM)	Total Incl. Tax (RM)	Tax Rate		
MasterData: MasterData1											
GroupHeader: GroupHeader2											Main
From Doc No: [Document_Detail."FromDocNo"]											DocNo"
DetailData: DetailData1											
[IN]	[Document_Detail."Description"]	[Document_Detail."Description3"]	[GetSN(<Document_Detail."DtKey">)]								
GroupFooter: GroupFooter2											
DetailData: DetailData2											MergeItemCode
[IN]	[MergeItemCode."Description"]	[MergeItemCode."Description3"]	[MergeItemCode."Description3"]	[MergeItemCode."Description3"]	[MergeItemCode."Description3"]	[MergeItemCode."Description3"]	[MergeItemCode."Description3"]	[MergeItemCode."Description3"]	[MergeItemCode."Description3"]	[MergeItemCode."Description3"]	[MergeItemCode."Description3"]
GroupFooter: GroupFooter1											

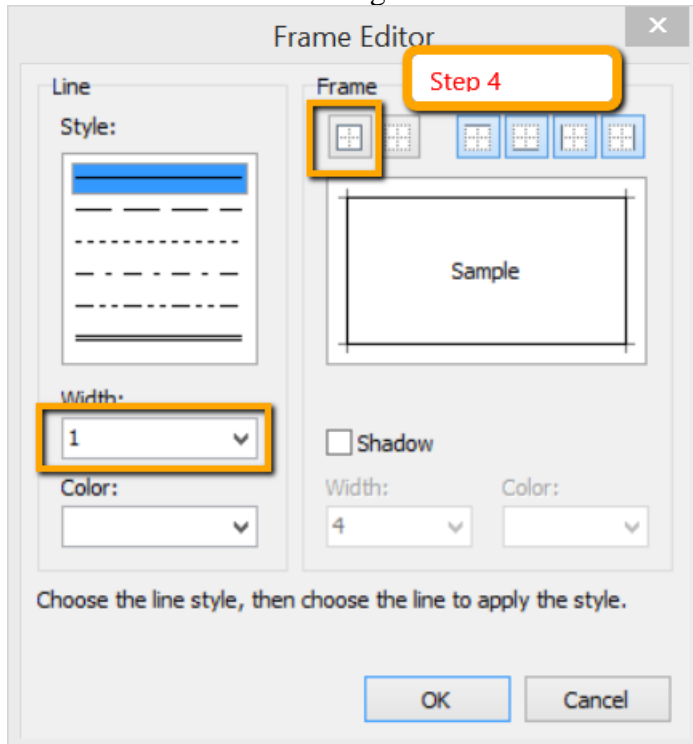
Step 2 : Place on the place you want to show



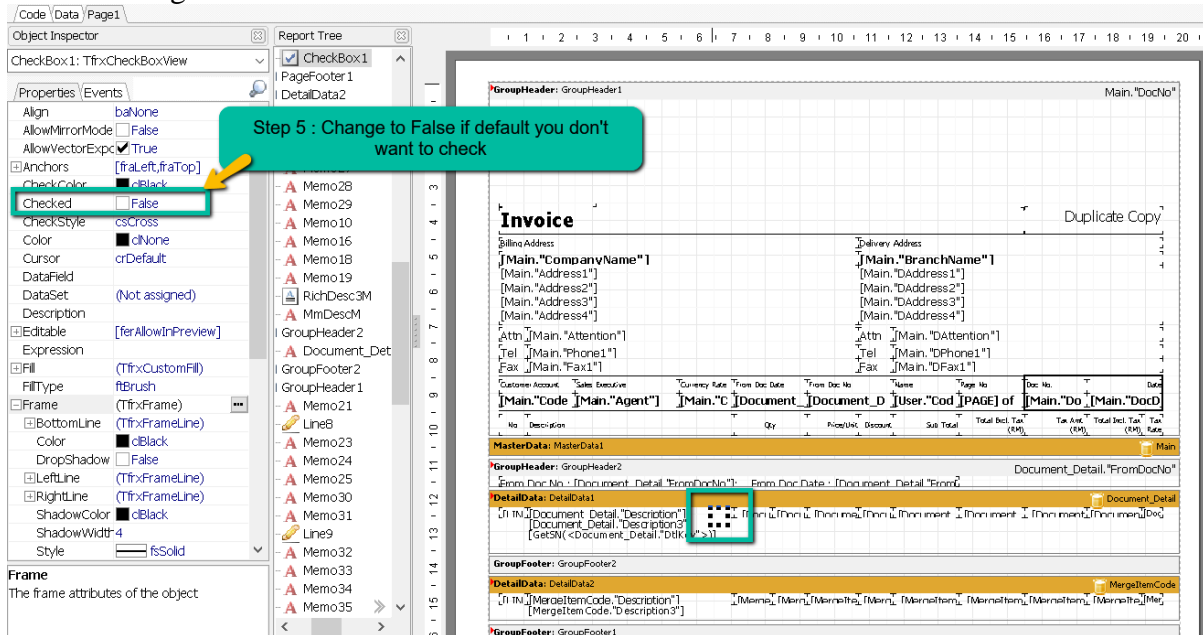
5.1.3 Press on the button



5.1.4 Select the frame design



5.1.5 Change to False



Step 5: Change to False if default you don't want to check

5.1.6 Save the File

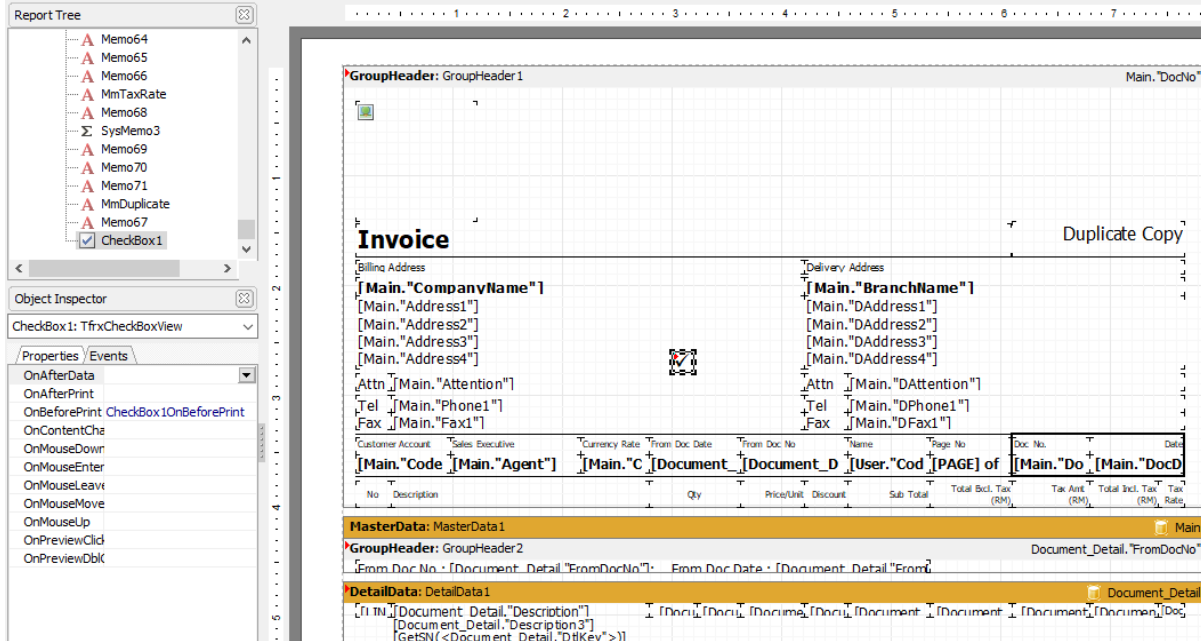
- i) File -> Save As -> Enter Report Name -> Save
- ii) Preview and see the result

Result:

37703 SINGAPORE			37703 SINGAPORE						
Attn	MS JENNIFER		Attn	MS JENNIFER					
Tel	02-9864874		Tel	02-9864874					
Fax	02-9864876		Fax	02-9864876					
Customer Account	Sales Executive	Currency Rate	Name	Page No	Doc No.				
300-A0001	LF	2.503	ADMIN	1 of 1	IV-00026				
					Date				
					19/01/2006				
No	Description	Qty	Price/Unit	Discount	Sub Total	Total Excl. GST (RM)	GST Amt @ 6% (RM)	Total Incl. GST (RM)	Tax
1		9	UNIT	0.00	0.00	0.00	0.00	0.00	

5.2 Query to show Check Box either True to False

5.2.1 Click on CheckBox | Double Click OnBeforePrint



The screenshot shows the Fast Report Designer interface. On the left, the 'Report Tree' shows a list of reports, with 'CheckBox1' selected. Below it, the 'Object Inspector' shows the properties of 'CheckBox1: TfrxCheckBoxView'. The 'Properties / Events' section is expanded to show the 'OnBeforePrint' event, which is set to 'CheckBox1OnBeforePrint'. The main design area shows an 'Invoice' report with a 'Duplicate Copy' checkbox. The report layout includes fields for Billing Address, Delivery Address, Attention, Telephone, and Fax, as well as a table with columns for No, Description, Qty, Price/Unit, Discount, Sub Total, Total Incl. Tax, and Tax Rate. The table is populated with data from a database.

5.2.2 Place a Query below

```

procedure CheckBox1OnBeforePrint(Sender: TfrxComponent);
begin
  if <Main."UDF_updated"> = 'T' then
    checkbox1.checked := true
  else
    checkbox1.checked := false;
  // CheckBox1.visible := <Main."UDF_updated"> = 'T'
end;

```

Query :

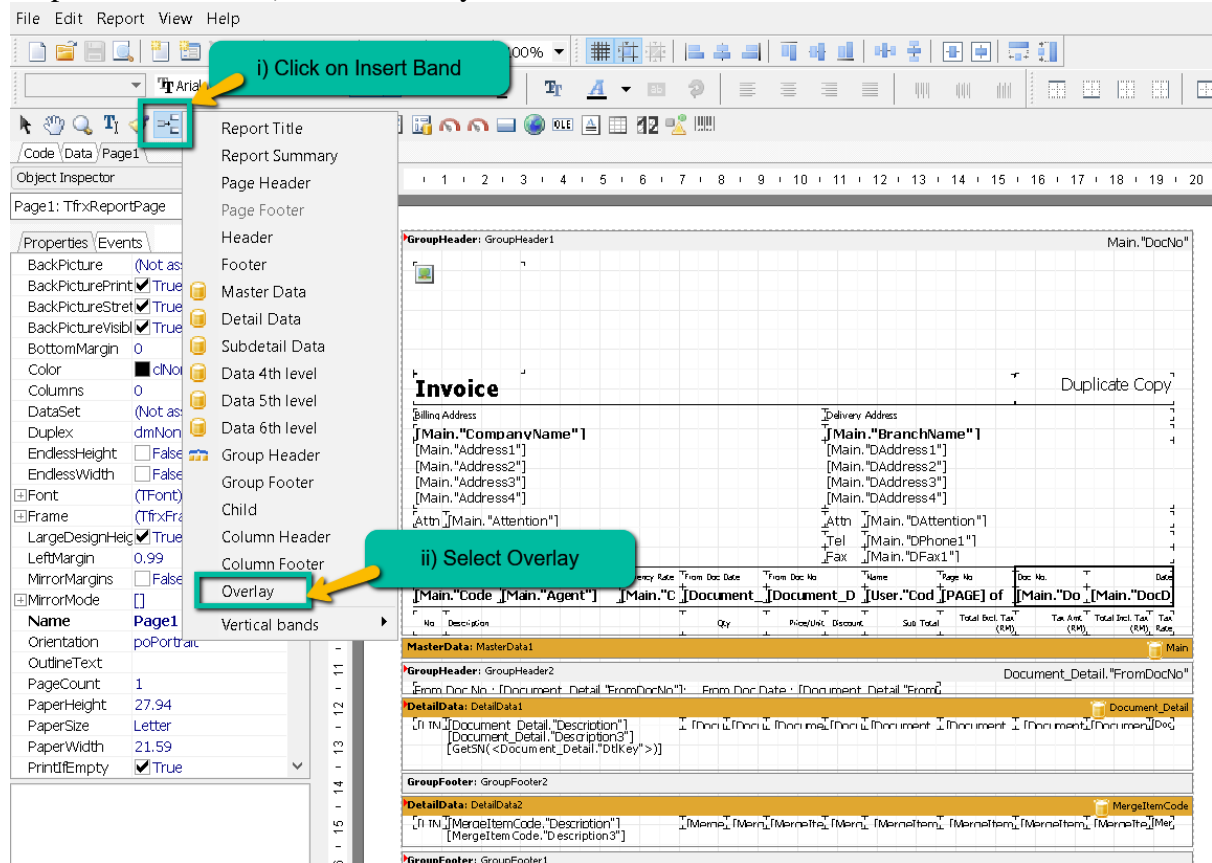
```

if <Main."UDF_updated"> = 'T' then
  checkbox1.checked := true
else
  checkbox1.checked := false;

```

6. How to do Report Watermark?

Step 1 : Insert Band | Select Overlay



The screenshot shows the Fast Report software interface. The 'Insert Band' menu is open, and the 'Overlay' option is highlighted. A yellow callout box with the text 'i) Click on Insert Band' points to the 'Insert Band' icon in the toolbar. Another yellow callout box with the text 'ii) Select Overlay' points to the 'Overlay' option in the 'Insert Band' menu. The main report preview area shows an 'Invoice' form with various fields and a table of items.

i) Click on Insert Band

ii) Select Overlay

Invoice Duplicate Copy

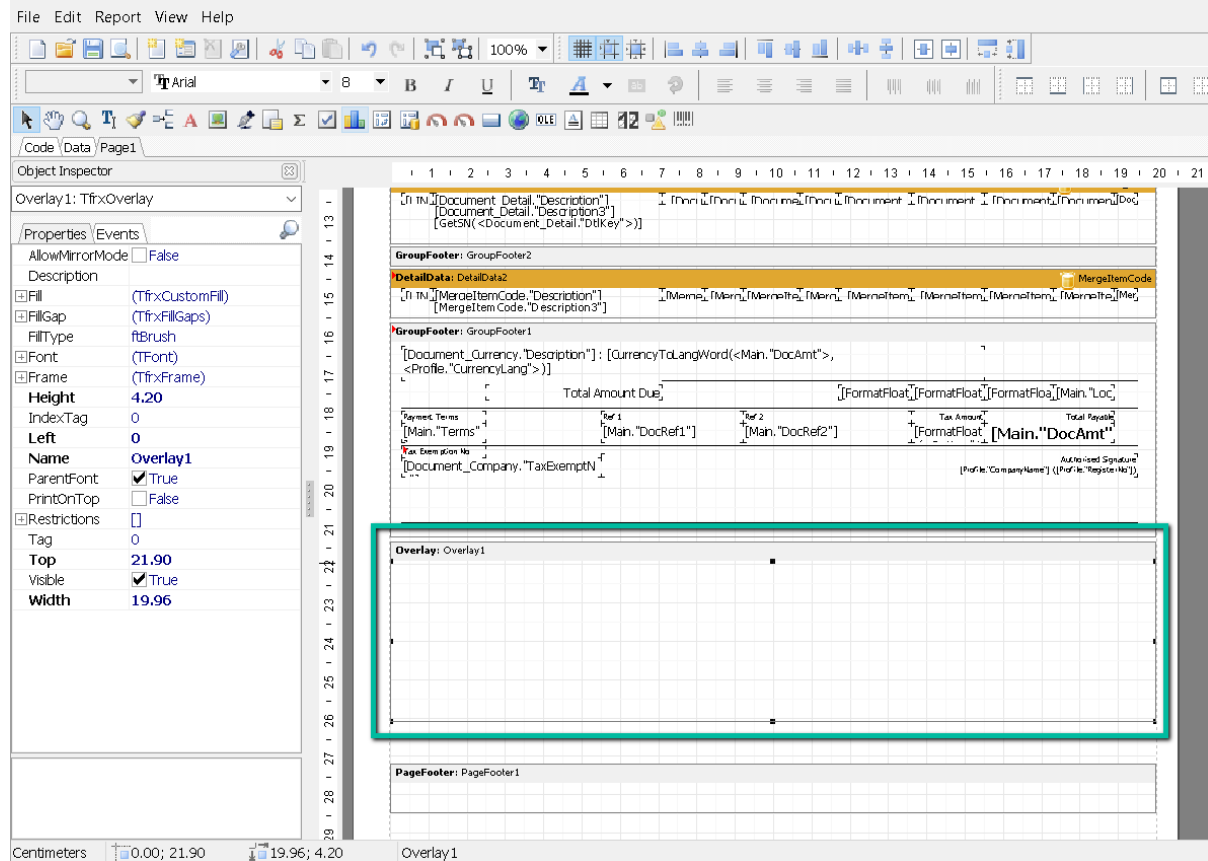
Billing Address: [Main."CompanyName"]
 [Main."Address1"]
 [Main."Address2"]
 [Main."Address3"]
 [Main."Address4"]

Delivery Address: [Main."BranchName"]
 [Main."DAddress1"]
 [Main."DAddress2"]
 [Main."DAddress3"]
 [Main."DAddress4"]

Attn: [Main."Attention"]
 [Main."DAttention"]
 Tel: [Main."DPhone1"]
 Fax: [Main."DFax1"]

No	Description	Qty	Price/Unit	Discount	Sub Total	Total Incl. Tax (RM)	Tax Amt. (RM)	Total Incl. Tax (RM)	Tax Rate
MasterData: MasterData1									
GroupHeader: GroupHeader2									
DetailData: DetailData1									
GroupFooter: GroupFooter2									
DetailData: DetailData2									
GroupFooter: GroupFooter1									

Step 2 : Insert Picture / Text to load in the water mark



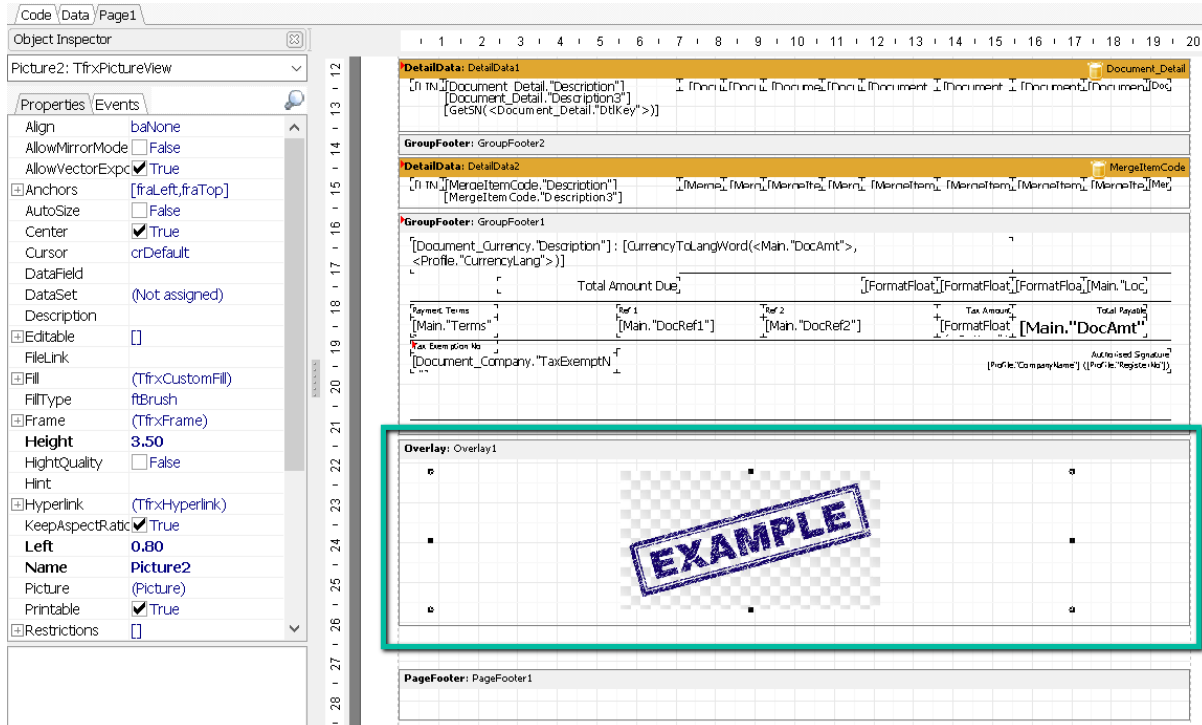
The screenshot shows the Fast Report software interface. The top menu includes File, Edit, Report, View, and Help. Below the menu is a toolbar with various icons for editing and reporting. The main area is a design grid with a grid of lines. On the left, there is an Object Inspector panel showing the properties of the selected object, 'Overlay1: TfixOverlay'. The properties include:

- AllowMirrorMode: False
- Description: Description
- Fill: (TfixCustomFill)
- FillGap: (TfixFillGaps)
- FillType: ftBrush
- Font: (TFont)
- Frame: (TfixFrame)
- Height: 4.20
- IndexTag: 0
- Left: 0
- Name: Overlay1
- ParentFont: True
- PrintOnTop: False
- Restrictions:
- Tag: 0
- Top: 21.90
- Visible: True
- Width: 19.96

The design grid shows a report layout with various sections and data fields. A red rectangular box highlights a specific area on the grid, representing the overlay. The status bar at the bottom shows the dimensions of the overlay in centimeters: 0.00; 21.90 (height) and 19.96; 4.20 (width).

Step 3 : Overlay size can drag the same size as A4/Letter, and place the watermark on the position you want to show.

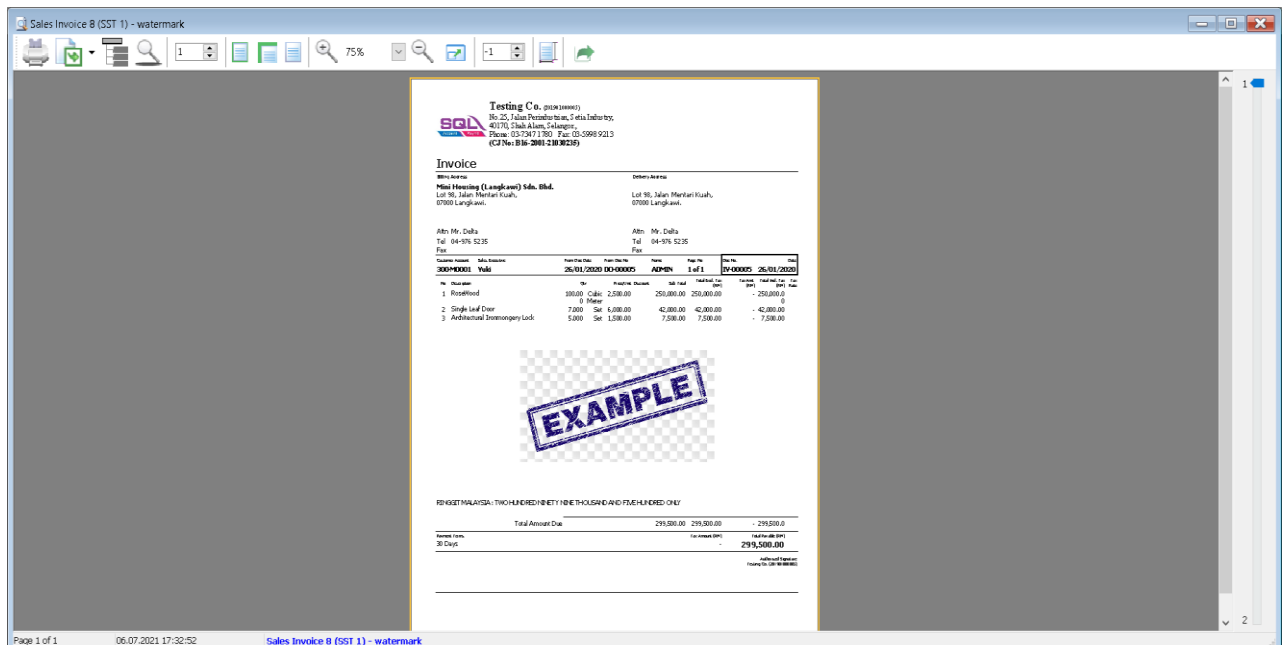
Fast Report Basic Guide



The screenshot shows the Fast Report Designer interface. On the left is the Object Inspector for 'Picture2: TfixPictureView', with properties like 'Align', 'Height', and 'Printable' visible. The main area shows a report design grid with various sections: 'DetailData: DetailData1', 'GroupFooter: GroupFooter2', 'DetailData: DetailData2', 'GroupFooter: GroupFooter1', 'Overlay: Overlay1', and 'PageFooter: PageFooter1'. The 'Overlay' section contains a blue 'EXAMPLE' stamp. The report content includes fields for 'Document_Detail', 'MergeItemCode', 'Currency', 'Total Amount Due', 'Payment Terms', 'Tax Amount', 'Total Repaid', 'Tax Description No', and 'Document_Company'.

Step 3: File | Save As: Enter report name

Step 4 : Preview and see the Result :



The screenshot shows the Fast Report Preview window titled 'Sales Invoice 8 (SST 1) - watermark'. The preview displays a professional invoice for 'Testing Co. (1234567890)'. The invoice includes the company's address, contact information, and a table of items. A blue 'EXAMPLE' stamp is overlaid on the invoice. The total amount due is 299,500.00. The preview window also shows a toolbar with various icons and a status bar at the bottom.

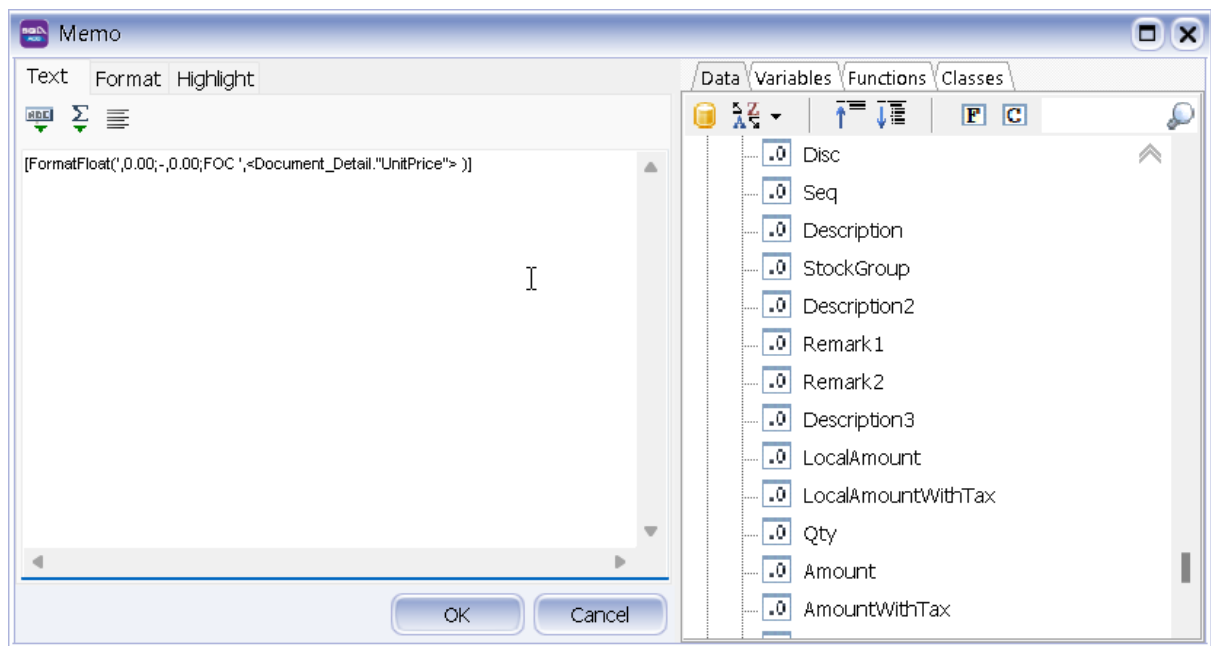
No	Item name	Qty	Unit Price	Amount	Discount	Net Total	Tax Total	Total
1	Rosewood	100.00	2,500.00	250,000.00	250,000.00	0.00	0.00	250,000.00
2	Single Leaf Door	7.000	6,000.00	42,000.00	42,000.00	0.00	0.00	42,000.00
3	Architectural Ironmongery Lock	5.000	1,500.00	7,500.00	7,500.00	0.00	0.00	7,500.00
			Total	299,500.00	299,500.00	0.00	0.00	299,500.00

Frequently Ask Question(FAQ)

1. Unit price is 0, display as FOC

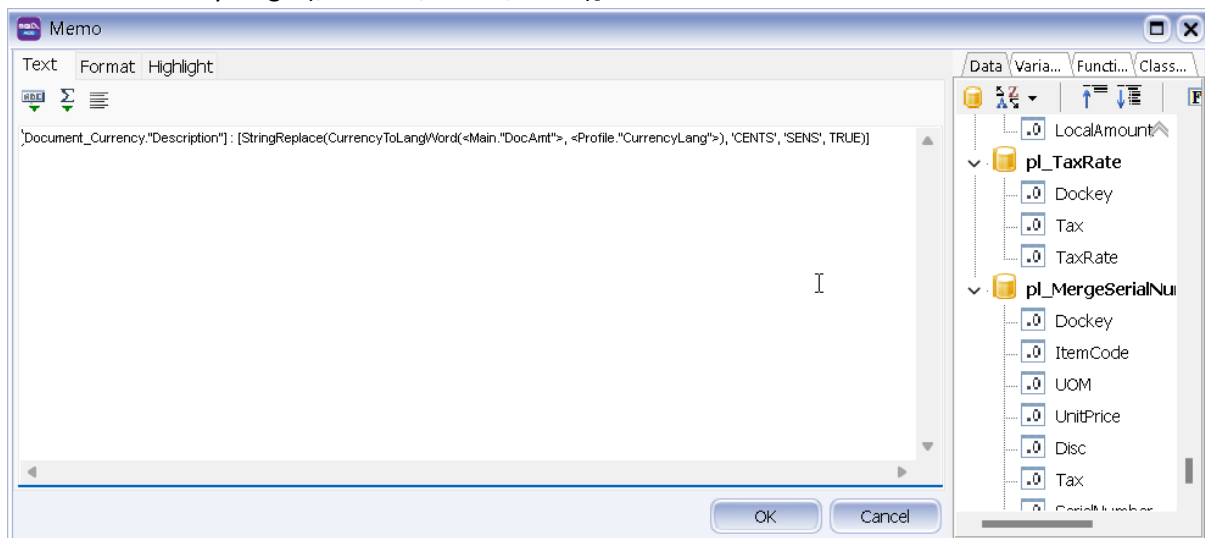
In Memo, enter following syntax :

```
[FormatFloat(',0.00;- ,0.00;FOC ',<Document_Detail."UnitPrice"> )]
```



2. Document Currency Description Cents change to Sens

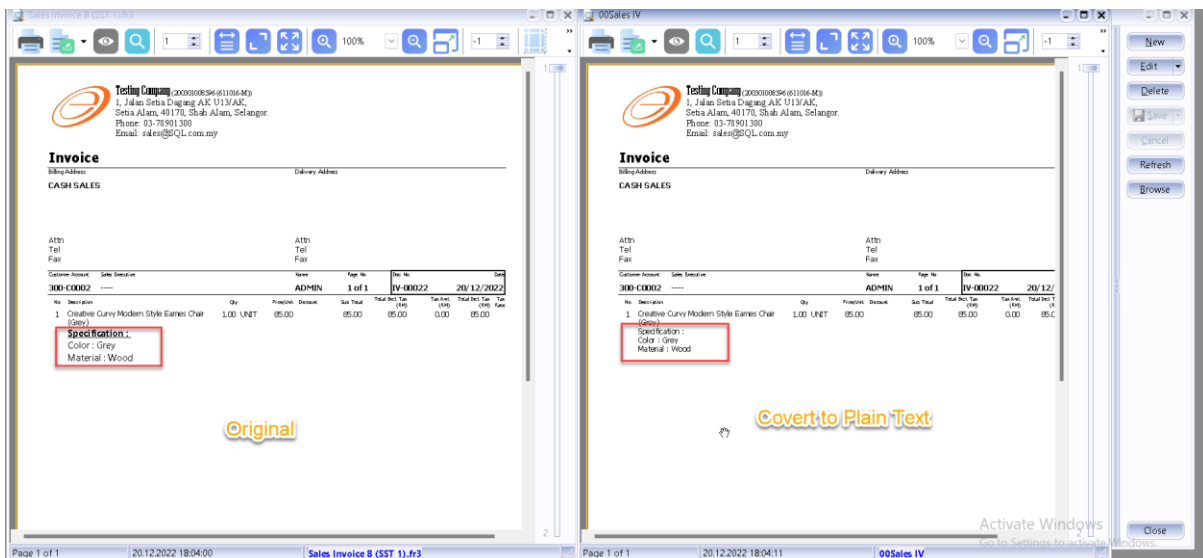
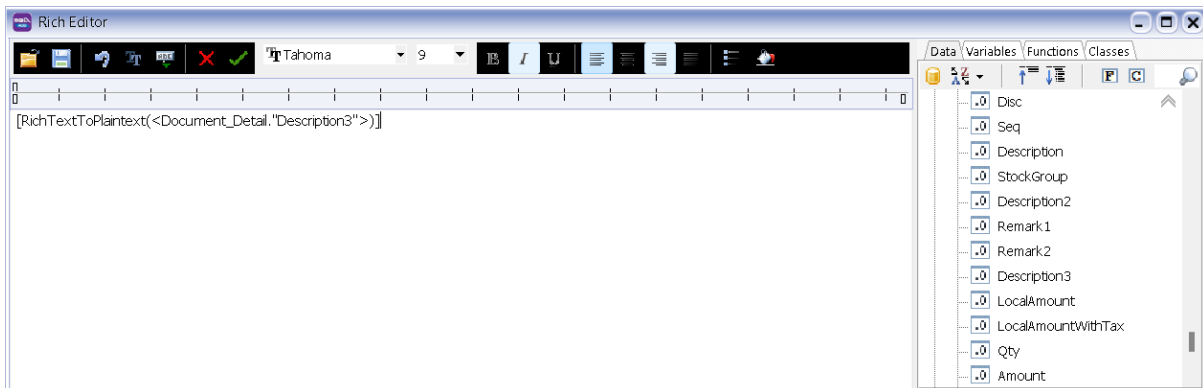
```
[Document_Currency."Description"] : [StringReplace(CurrencyToLangWord(<Main."DocAmt">, <Profile."CurrencyLang">), 'CENTS', 'SENS', TRUE)]
```



3. More Description convert RichTextToPlainText

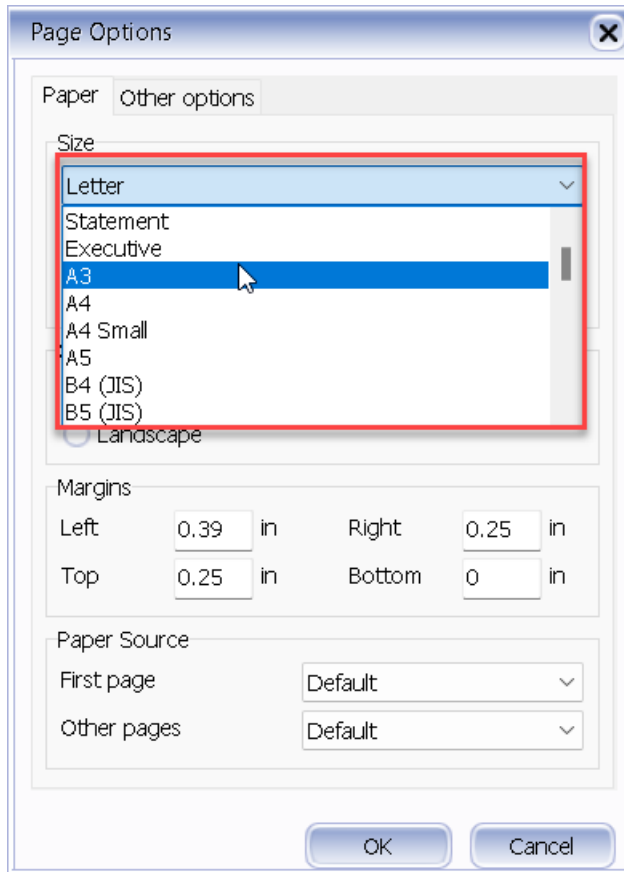
Syntax :

[RichTextToPlainText(<Document_Detail."Description3">)]



4. How to change report paper size?

File -> Page Setting ->



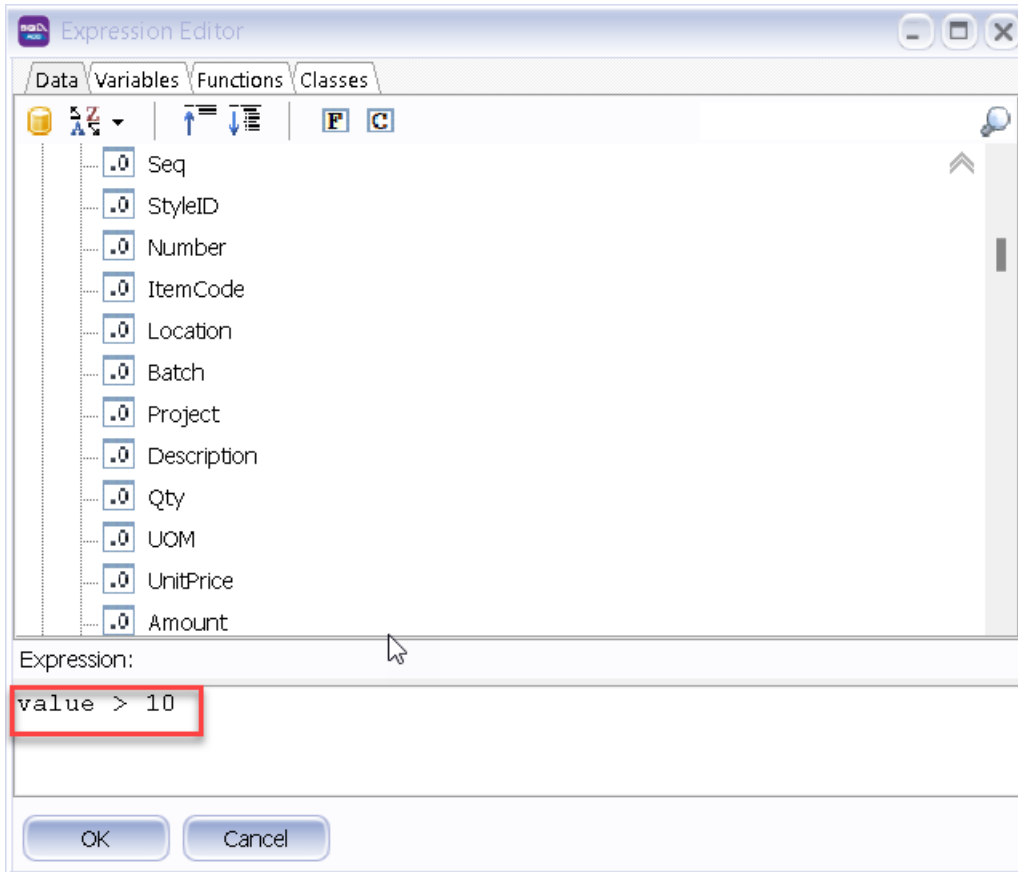
5. if Qty > 10 , text color in red and in bold?

5.1 Double Click on Memo

5.2 Click on **Highlight Tab**

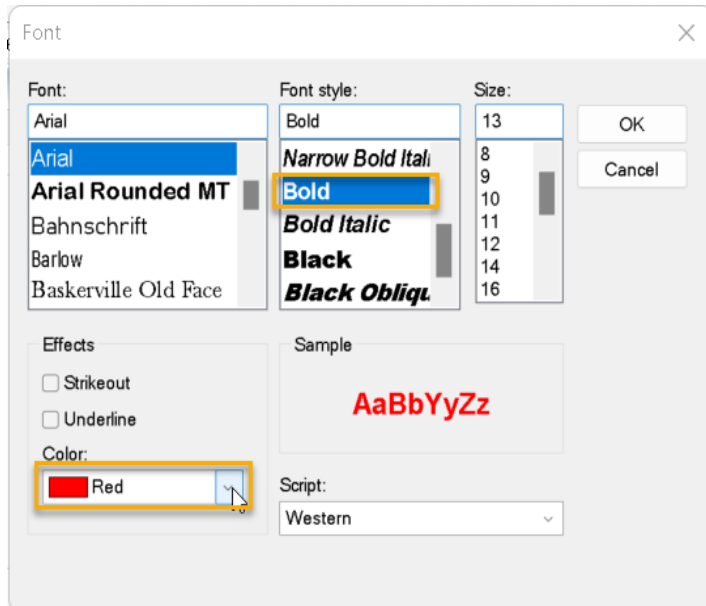
5.3 Click on **Add Button**

5.4 Expression value > 10



5.5 Click on Font

Can set for Font Type, Font Style, Size, Color or Effects



5.6 Press **OK**

5.7 Right Click on Memo, **Ticked Allow Expression**

Result :



Testing Company (200801008396 (611016-M))
1, Jalan Setia Dagang AK U13/AK,
Setia Alam, 40170, Shah Alam, Selangor.
Phone: 03-78901300
Email: sales@SQL.com.my

Invoice

Billing Address

Delivery Address

CASH SALES

Attn
Tel
Fax

Attn
Tel
Fax

Customer Account	Sales Executive	Name	Page No	Doc. No.	Date
300-C0002	----	ADMIN	1 of 1	IV-00022	20/12/2022

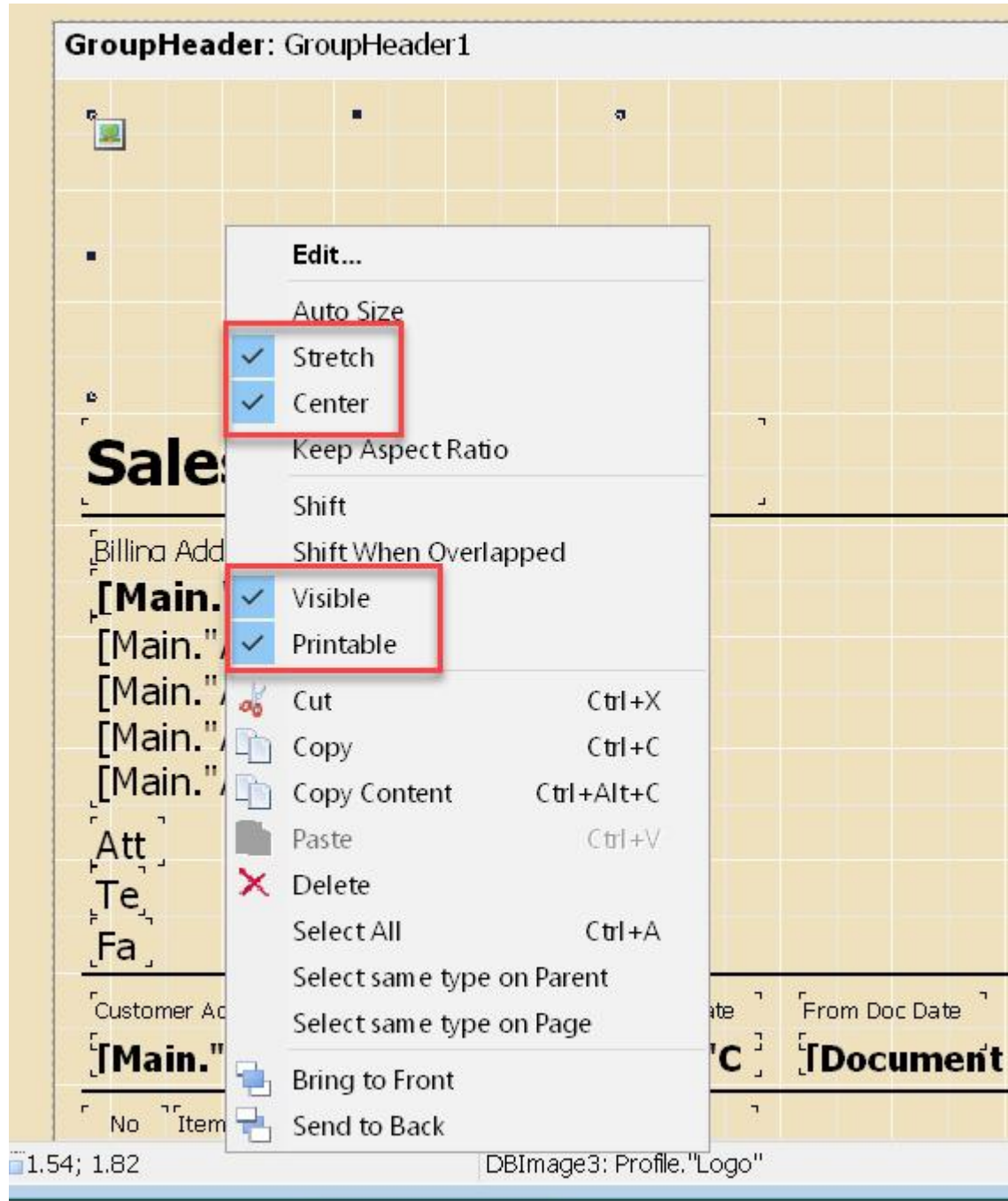
No	Description	Qty	Price/Unit	Discount	Sub Total	Total Excl. Tax (RM)	Tax Amt (RM)	Total Incl. Tax (RM) /Rate
1	Creative Curvy Modern Style Eames Chair (Grey) Specification : Color : Grey Material : Wood	12.00	85.00		1,020.00	1,020.00	0.00	1,020.00
2	Premium Fabric 3 Seater Sofa	2.00	1,500.00		3,000.00	3,000.00	0.00	3,000.00

6. Why in Report I have place at the position I want, but when preview it will show at bottom?

- Right click on Memo, **unticked Shift** and **Unticked Shift when Overlapped**

7. Export to PDF Logo is blur

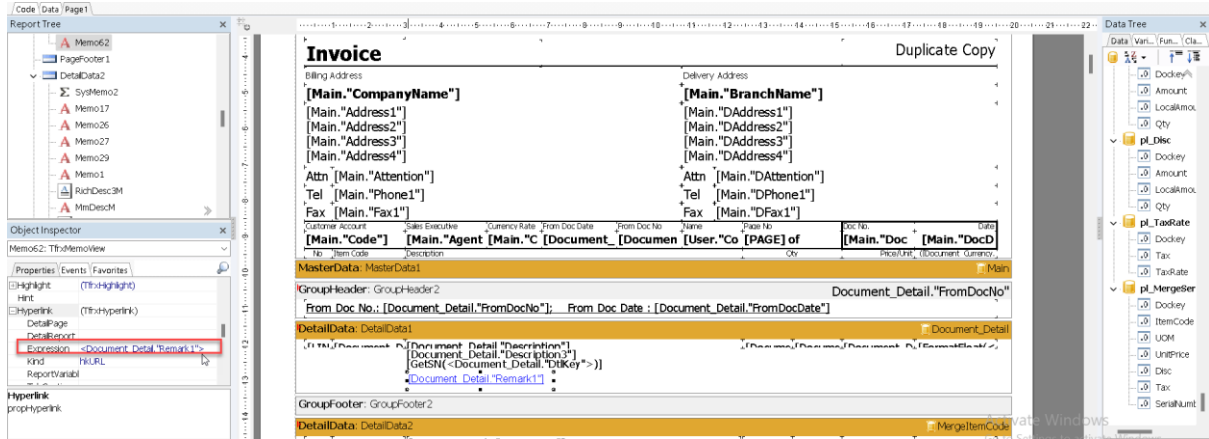
Solution :



8. How to capture remark1 as url path?

In Memo properties :

Hyperlink Expression added in the Data Field Name



The screenshot shows the Fast Report software interface. The main window displays an invoice report titled "Invoice Duplicate Copy". The report includes fields for Billing Address, Delivery Address, and Customer Information. A red box highlights the "Expression" property of a data field, which is set to "<Document_Detail.Remark1>". The "Data Tree" on the right shows the report structure, including fields like Dockey, Amount, LocalAmo, Qty, and various tax rates.

Result :



Fast Report Basic Guide



Testing Company (200301008596 (611016-M))
 1, Jalan Setia Dagang AK U13/AK,
 Setia Alam, 40170, Shah Alam, Selangor.
 Phone: 03-78901300
 Email: sales@SQL.com.my

Invoice

Billing Address

THAI TEA TRADING

No 45, Jalan Batu Tiga Klang,
 42000, Pelabuhan Klang, Selangor.

Delivery Address

No 45, Jalan Batu Tiga Klang,
 42000, Pelabuhan Klang, Selangor.

Attn Mr. Leonard
 Tel 03-3816 1027
 Fax

Attn Mr. Leonard
 Tel 03-3816 1027
 Fax

Customer Account
300-T0001

Sales Executive
Yuki

Name Page No
ADMIN 1 of 1

Doc. No. Date
IV-00001 11/06/2022

No	Item Code	Description	Qty	UNIT	Price/Unit	Sub Total (RM)
1	RFC/Blue	Ultra Soft Fluffy Rug Rectangle Carpet (Blue)	10.00	UNIT	40.00	400.00
2	RFC/Green	Ultra Soft Fluffy Rug Rectangle Carpet (Green)	10.00	UNIT	40.00	400.00

Click will auto link to this website

www.sql.com.my

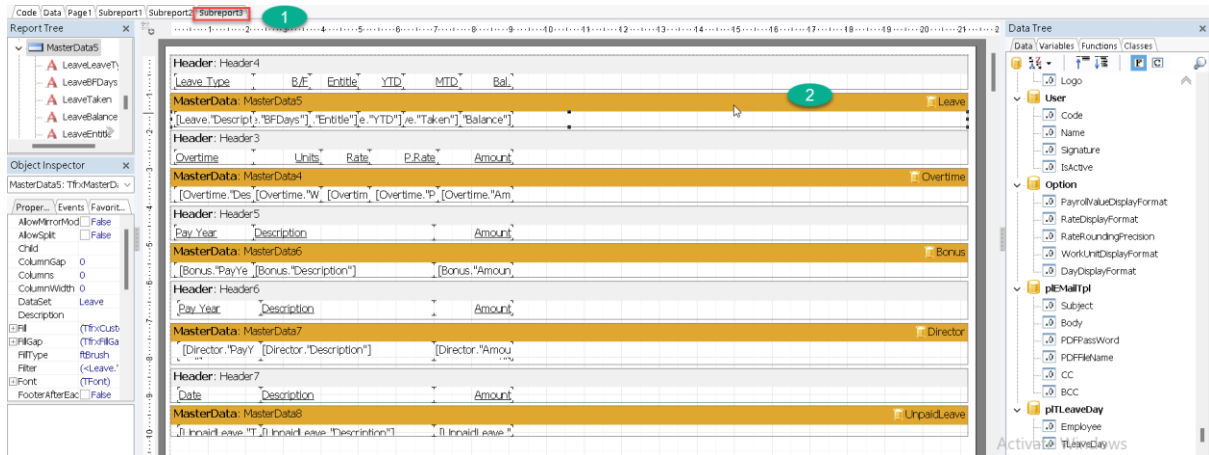
RINGGIT MALAYSIA : EIGHT HUNDRED ONLY

Gross 800.00
 - Discount 0.00

9. Payslip to show AL or MC Only

Step 1 : Click on SubReport3

Step 2 : Right click on **Leave MasterData Band**



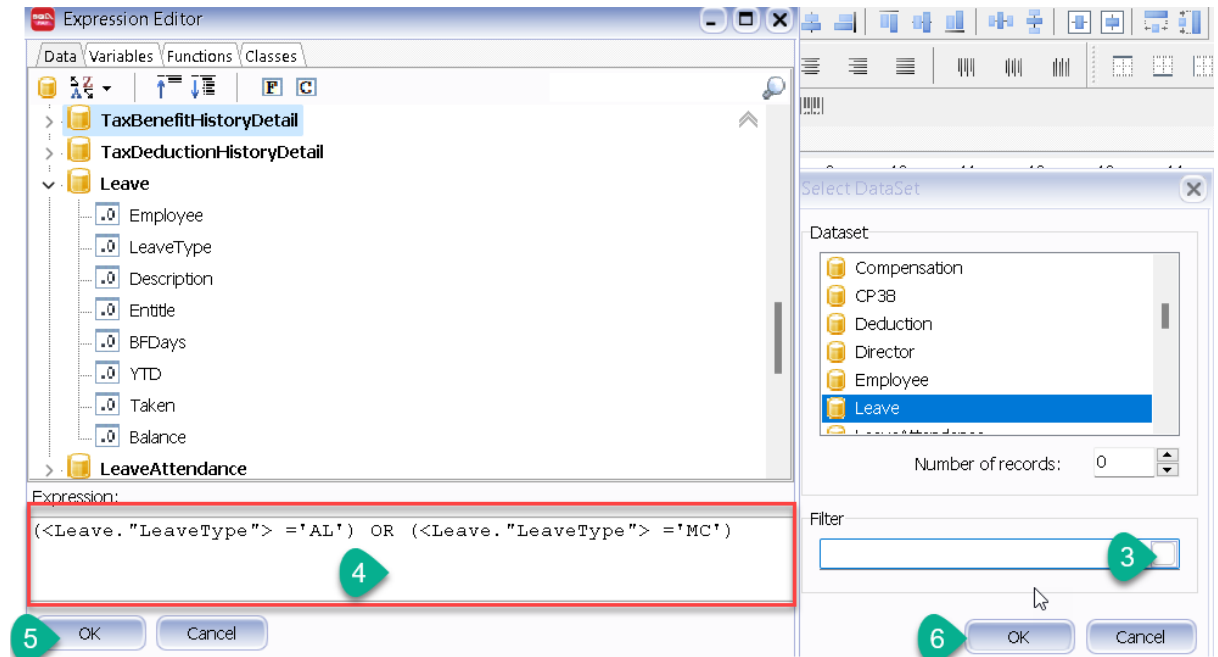
Step 3 : Click on Filter button

Step 4 : Enter the expression :

(<Leave."LeaveType"> ='AL') OR (<Leave."LeaveType"> ='MC')

Step 5 : Press OK

Step 6 : Press OK



10. How to get Net Unit Price

Step 1 : Click on **Memo Text**

Step 2 : Place on **Document Detail Band**

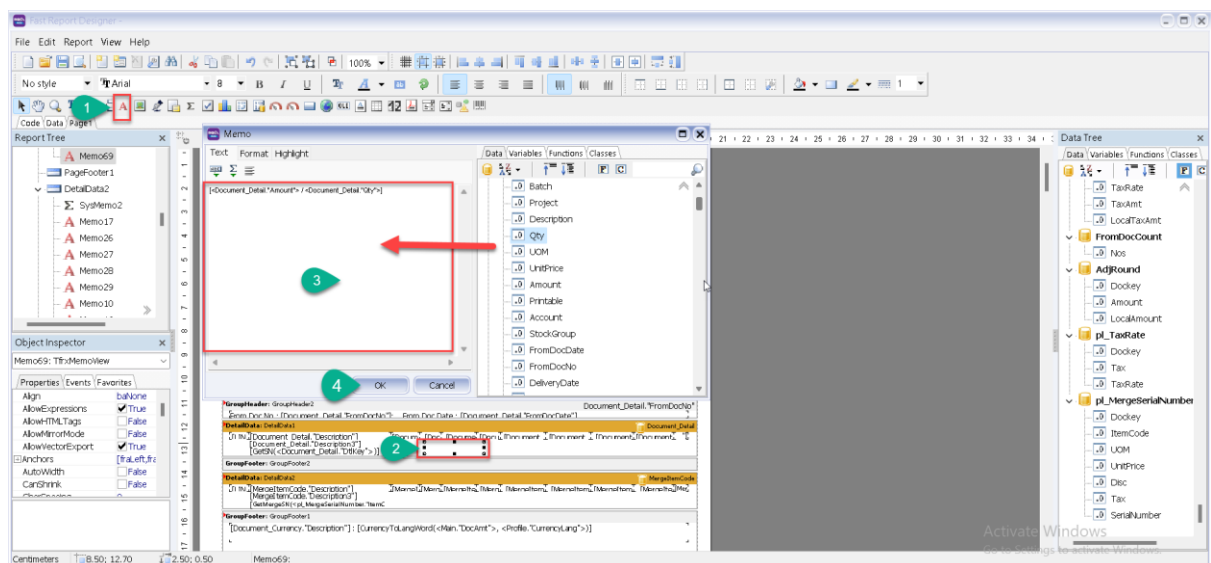
Step 3 : Drag data field from right to left box :

[<Document_Detail."Amount"> / <Document_Detail."Qty">]

Step 4 : Press OK

Step 5 : Adjust the position

Step 6 : Preview and see the result



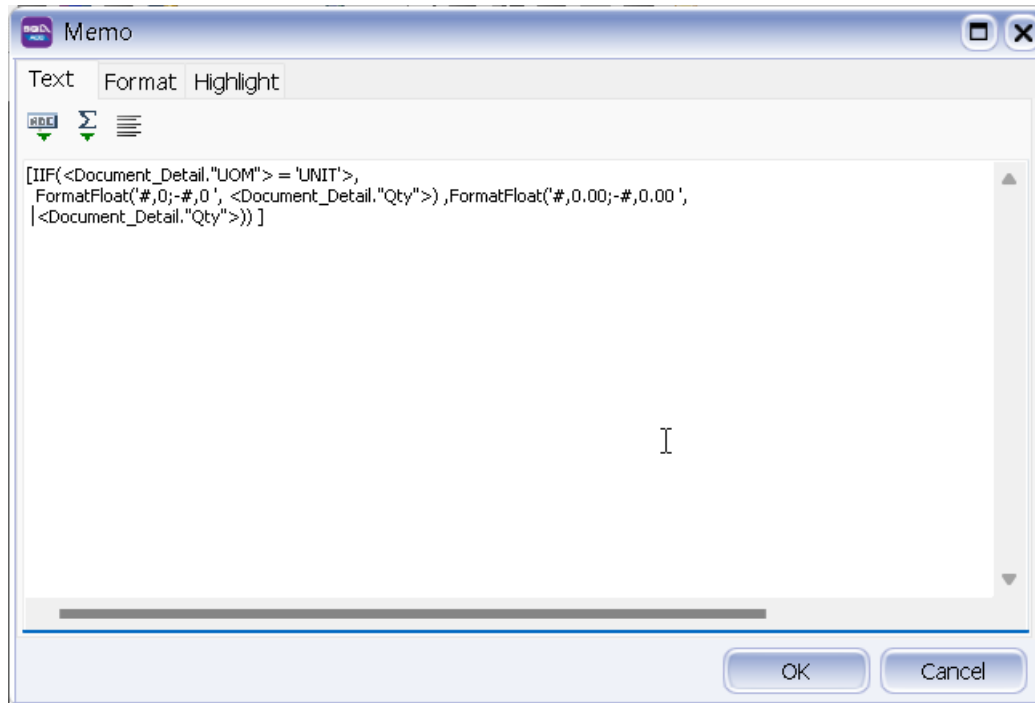
11. UOM = UNIT, Qty display without Decimal Point, else with 2 Decimal Point.

Step 1 : Click On **Memo Text**

Step 2 : Copy the below syntax and Paste into Memo:

```

[IIF(<Document_Detail."UOM"> = 'UNIT',
FormatFloat('#,0;-#,0 ', <Document_Detail."Qty">),
FormatFloat('#,0.00;-#,0.00 ', <Document_Detail."Qty">))]
  
```



Step 4 : Press OK

Step 5 : Result After Preview



Testing Company (200301008596 (611016-M))
1, Jalan Setia Dagang AK U13/AK,
Setia Alam, 40170, Shah Alam, Selangor.
Phone: 03-78901300
Email: sales@SQL.com.my


Invoice

Billing Address		Delivery Address	
A HOME FURNISHING & SERVICE Lot 98, Jalan Mentari Kuah, 50480 KL		Lot 98, Jalan Mentari Kuah, 50480 KL	
Attn Mr. Delta Tel 04-976 5235 Fax		Attn Mr. Delta Tel 04-976 5235 Fax	

Customer Account	Sales Executive	Name	Page No	Doc. No.	Date				
300-A0001	Yuki	ADMIN	1 of 1	IV-00026	10/09/2023				
No	Description	Qty	Price/Unit	Discount	Sub Total	Total Excl. Tax (RM)	Tax Amt (RM)	Total Incl. Tax (RM)	Tax Rate
1	Premium PU Leather Ultimate Gaming Chair (Black)	1	700.00		700.00	700.00	0.00	700.00	
2	Premium PU Leather Ultimate Gaming Chair (Black)	1.00		0.00	0.00	0.00	0.00	0.00	

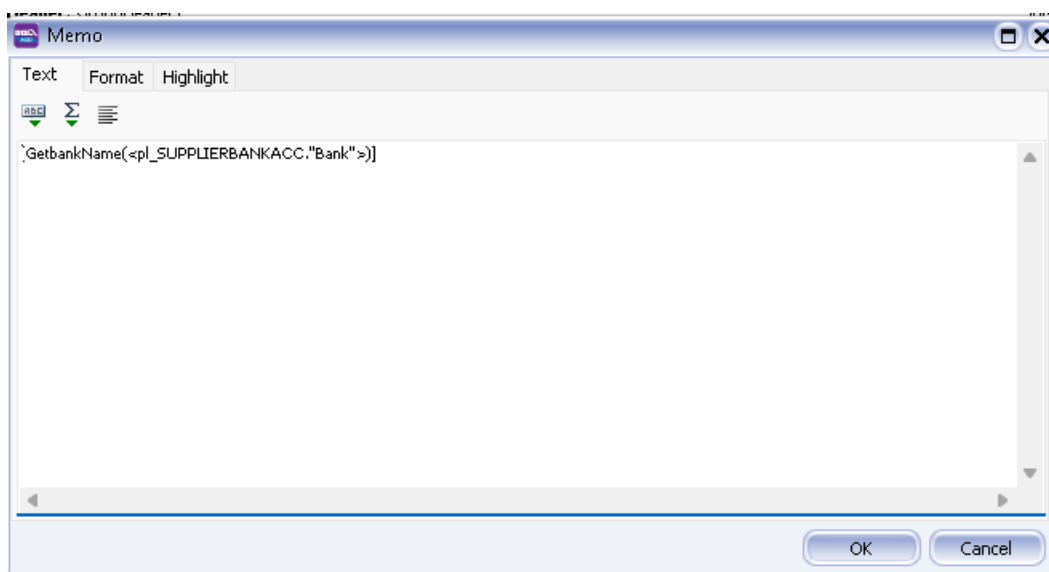


12. How to Get Supplier Bank in Payment Voucher?

Step 1 : Click on Memo 

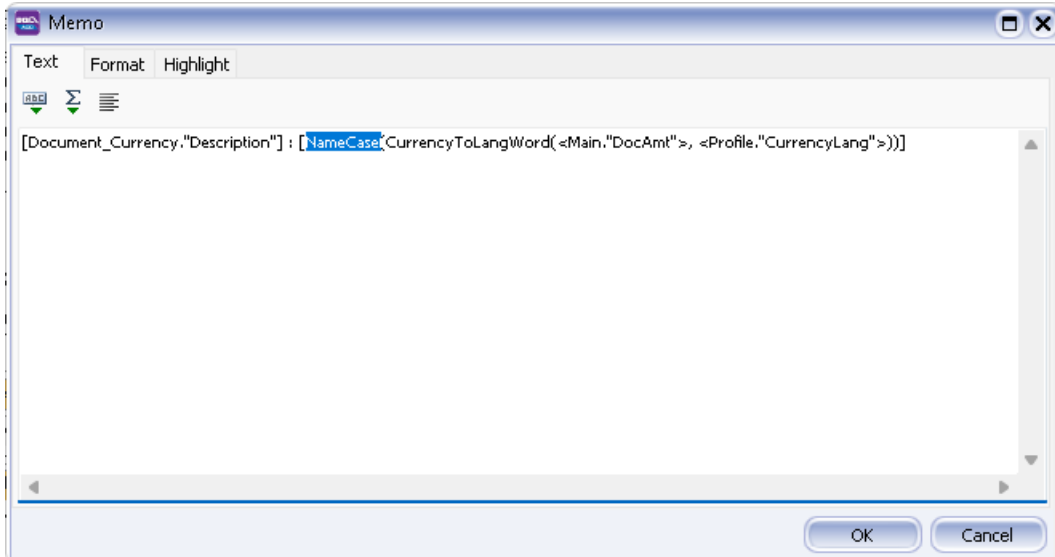
Step 2 : Paste this syntax inside Memo

```
[GetbankName(<pl_SUPPLIERBANKACC."Bank">)]
```



13. How to change the Amount in Word to First Character to Upper Case only?

Can use function NameCase



Before :

Ringgit Malaysia	ONE HUNDRED ONLY	Gross	100.00
		- Discount	0.00
		Total Exd. Tax	100.00
		Tax Amt @	0.00
		Rounding Adjustment	0.00
		Total Payable Incl. Tax	100.00
Payment Terms	Ref 1		
45 Days	22222		
		Authorised Signature	
		Testing Company - Current Use ()	

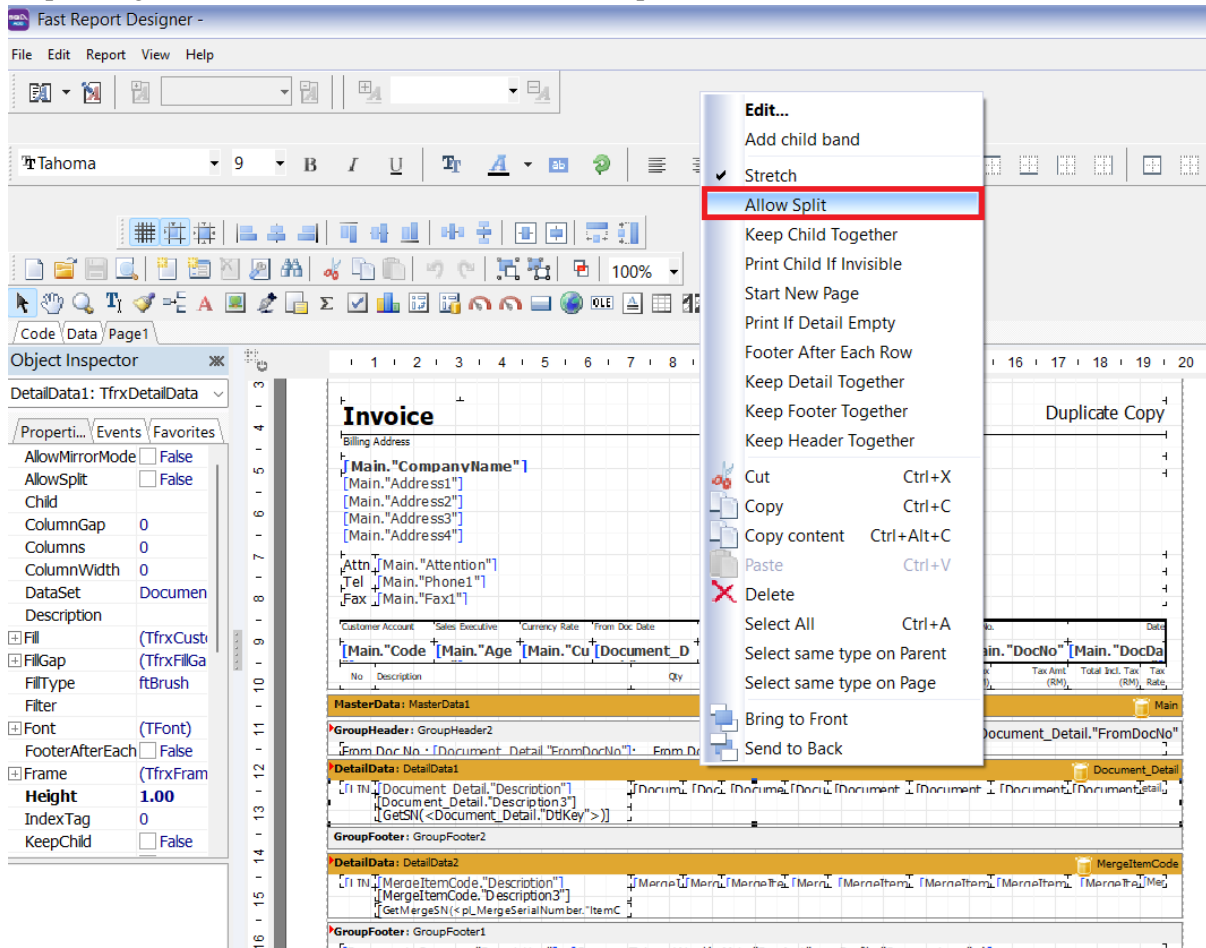
After :

Ringgit Malaysia : One Hundred Only

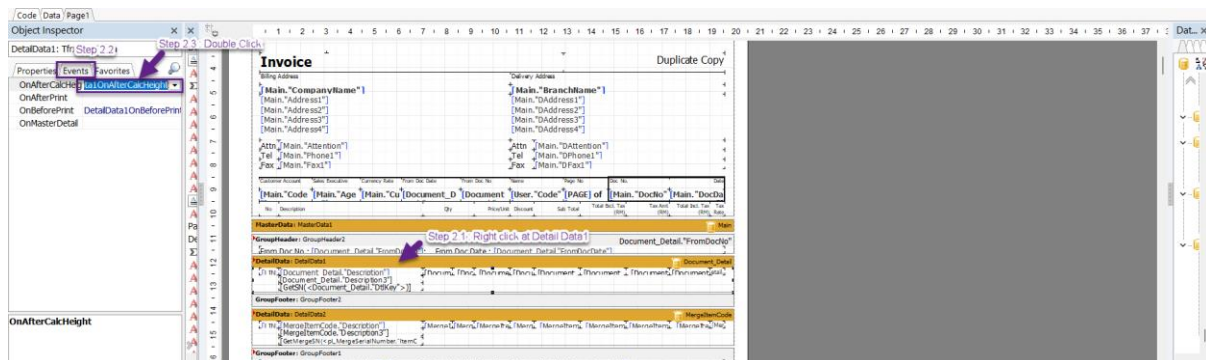
	Total Amount Due	100.00	100.00	0.00	100.00
Payment Terms	Ref 1	Tax Amount (RM)	Total Payable (RM)		
45 Days	22222	0.00	100.00		
		Authorised Signature			
		Testing Company - Current Use ()			

14. Long More Description cause report first page is Empty

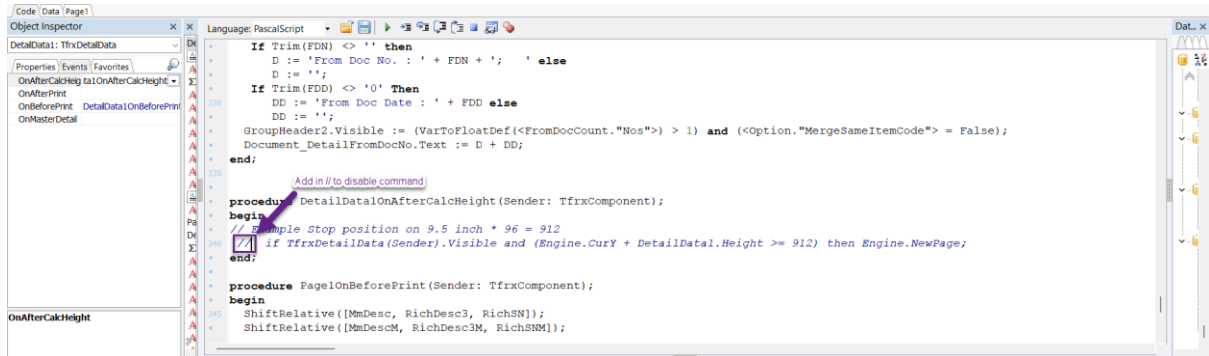
Step 1 : Right click at Detail Data1 > Ticked Allow Split



Step 2 : Click on DetailData1 > Properties > Event Tab > Double Click on OnAfterCalcHeight



Added // in front of if statement



```

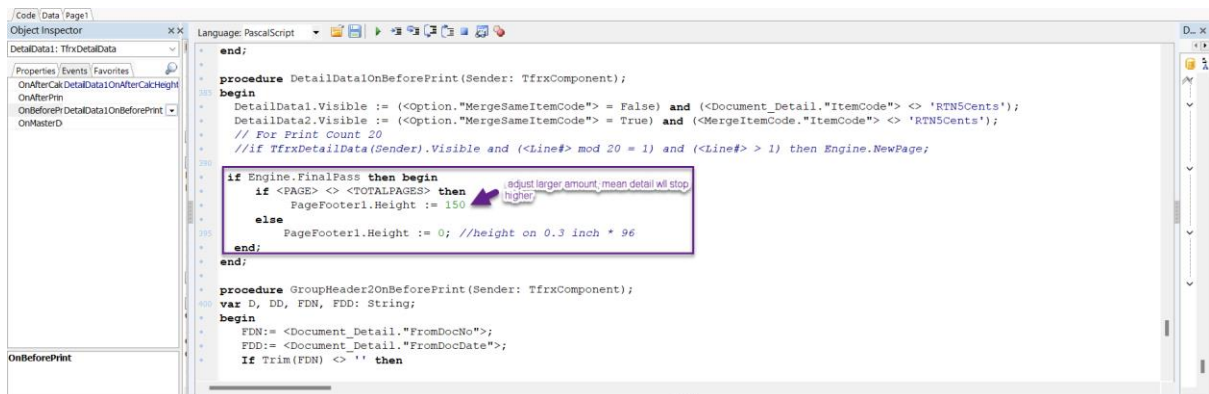
If Trim(FDN) <> '' then
  D := 'From Doc No. : ' + FDN + ' ; ' else
  D := '';
If Trim(FDD) <> '0' Then
  DD := 'From Doc Date : ' + FDD else
  DD := '';
GroupHeader2.Visible := (VarToFloatDef(<FromDocCount."Nos">) > 1) and (<Option."MergeSameItemCode"> = False);
Document_DetailFromDocNo.Text := D + DD;
end;

procedure DetailData1OnAfterCalcHeight(Sender: TfrxComponent);
begin
  // Example Stop position on 9.5 inch * 96 = 912
  if TfrxDetailData(Sender).Visible and (Engine.CurY + DetailData1.Height >= 912) then Engine.NewPage;
end;

procedure Page1OnBeforePrint(Sender: TfrxComponent);
begin
  ShiftRelative([MmDesc, RichDesc3, RichSN]);
  ShiftRelative([MmDescM, RichDesc3M, RichSNM]);
end;
  
```

Step 3 : Set Stop Position

Click on DetailData1 > Double Click on Page1OnbeforePrint



```

end;

procedure DetailData1OnBeforePrint(Sender: TfrxComponent);
begin
  DetailData1.Visible := (<Option."MergeSameItemCode"> = False) and (<Document_Detail."ItemCode"> <> 'RTN5Cents');
  DetailData2.Visible := (<Option."MergeSameItemCode"> = True) and (<MergeItemCode."ItemCode"> <> 'RTN5Cents');
  // For Print Count 20
  //if TfrxDetailData(Sender).Visible and (<Line#> mod 20 = 1) and (<Line#> > 1) then Engine.NewPage;
end;

if Engine.FinalPass then begin
  if <PAGE> <> <TOTALPAGES> then
    PageFooter1.Height := 150;
  else
    PageFooter1.Height := 0; //height on 0.3 inch * 96
end;

procedure GroupHeader2OnBeforePrint(Sender: TfrxComponent);
var D, DD, FDN, FDD: String;
begin
  FDN:= <Document_Detail."FromDocNo">;
  FDD:= <Document_Detail."FromDocDate">;
  If Trim(FDN) <> '' then
  
```

Add below Code inside procedure DetailData1OnBeforePrint(Sender: TfrxComponent);

if Engine.FinalPass then begin

if <PAGE> <> <TOTALPAGES> then

PageFooter1.Height := 150

else

PageFooter1.Height := 0; //height on 0.3 inch * 96

end;