SunPlus

Q&A Executive Training

Defined Settings Icon

In this lesson we will study Defined Settings.

1. Open the Analysis of Employee Expenses

Let's study this query, starting with the data in the Filter pane.

The first row of data is the Product row. This establishes the connection between Q&A Executive and SunSystems. This row will always say SunSystems.

Next row is the Business Unit row. The value pulled in for this data item will be determined by the Business Unit prompt.

The third row is the Table row. We have "hard-coded" this value by selecting LA Ledger from a lookup list.

The fourth row is also "hard-coded" by selecting A for Actual.

In row five, the Account Code comes from report column A, starting in cell A11.

The last row, Accounting Period, is determined, once again, from the prompts.

Here is the take-away from this lesson: you should only rarely make a query with hard-coded parameters. It is much more effective to design queries that refer to references or prompts.
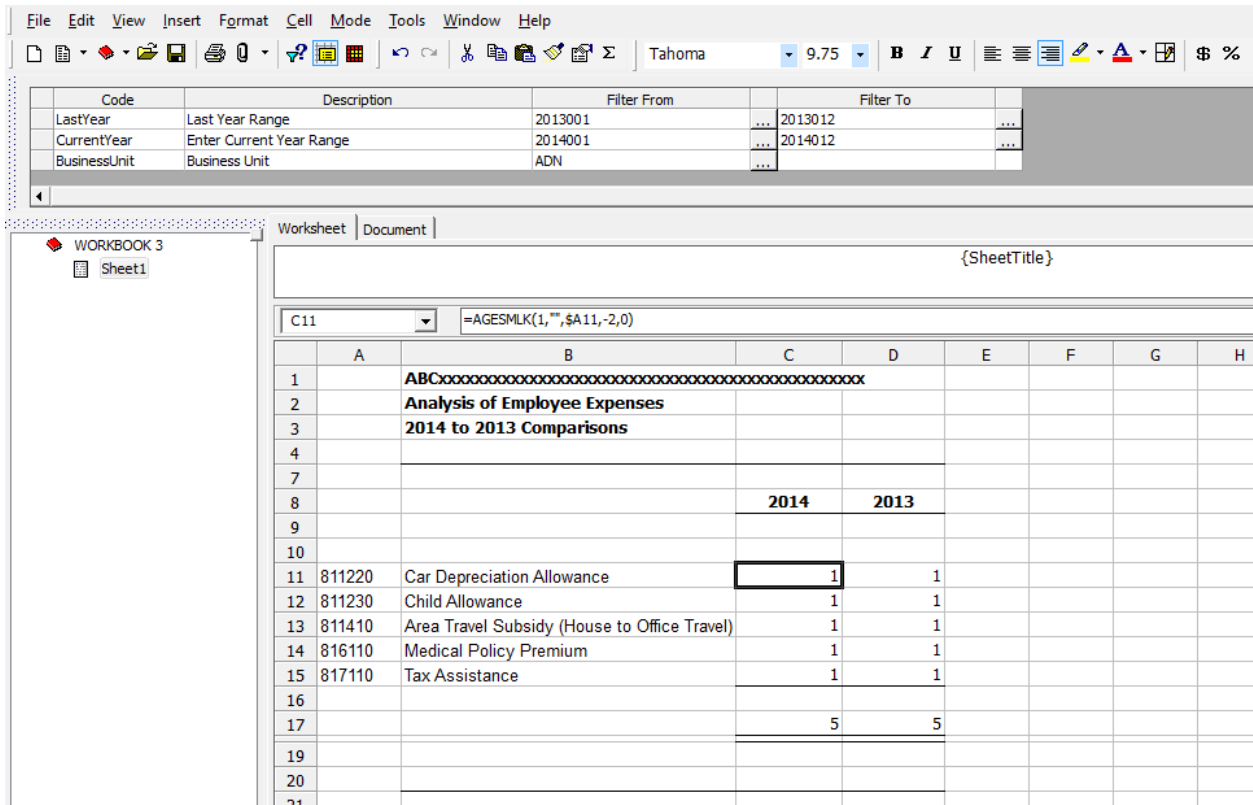
Why?

Consider this: the data that may be hard coded to be pulled into this report may meet the requirements of the report you want to produce that day; but the next time you need a similar report some of the data may need to be slightly different. If the report is hard coded, you must do a lot of modification to pull out the data you need.

If, on the other hand, the values in the report are determined by simple prompts that the operator can enter at run time, you can use the same report without modification.
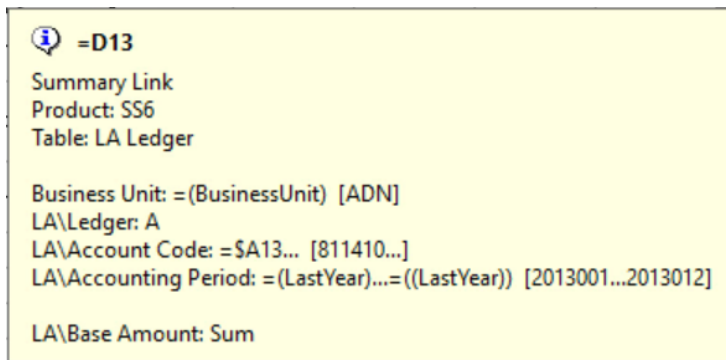
Defined Settings Icon

In this lesson, we will become acquainted with Defined Settings .

2. I can hover my cursor over a figure cell, and nothing much happens.

3. Click the Defined Settings icon

4. If you hover over a cell after clicking the Defined Settings icon, a yellow comment-type box will appear, listing the query settings

This is nice when there is a problem, and you need to figure out how to fix it. It gives you a peek at the values in each of your queries. You can quickly see the formatting for various cells without having to open each query.