



# How to publish a report for web

Published 2014-01  
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## 1. Introduction

This document contains guidance on how to create a GADD Report for the web.

## 2. What you need before you start

Before you start you need to have a GADD Web Server installed. If you haven't installed it yet, please follow the steps in "*GADD\_How\_to\_install\_GADD\_Web\_Server.pdf*" to accomplish this.

You need to have Microsoft Access installed.

You need to know how to create a query report. Please see "*GADD\_How\_to\_create\_a\_GADD\_Query\_Report.pdf*" to learn how to create a query report.

This document describes functionality in GADD version 5.8, 5.9, 5.10 and 5.11.

## 3. GADD Web Query

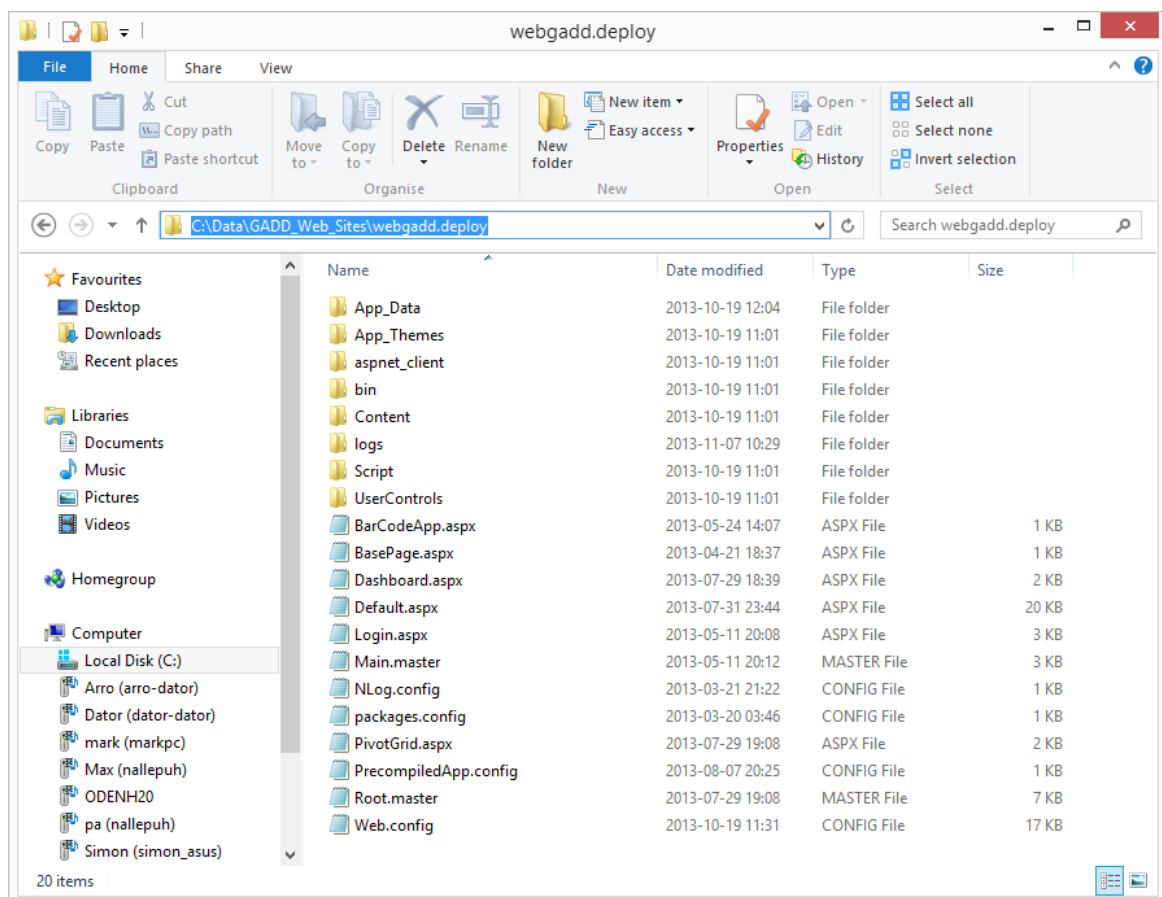


Fig. GADD Web Query

## 4. Publish a Report

See chapter "*Setting up GADD Report (webgadd.deploy)*" in document "*GADD - How to install GADD Web Server.docx*".

### 4.1. Add the query report to the query database

Open the query database "*QmQueryDb\_58p\_XS.mdb*".

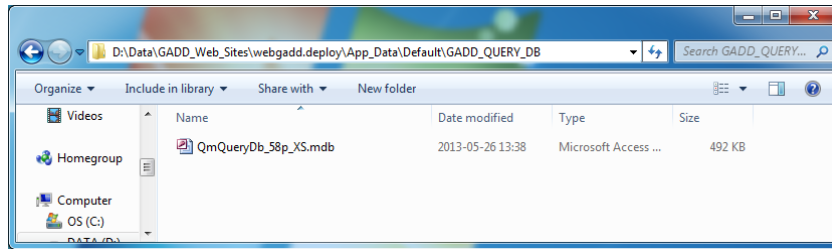


Fig. Add the query report to the query database file.

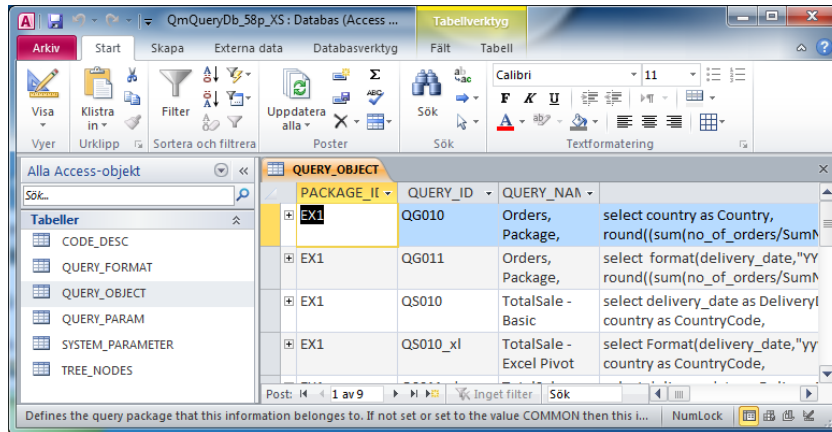


Fig. Add the query report to tables; query\_object, query\_param and query\_format.

## 4.2. Add dashboard file

If the new query report has a default dashboard view then place the dashboard file that is the default view in the folder “GADD\_DASHBOARDS”.