

Asset Keeper Pro - Report Options

Report Options

The Report Options section of the Client Information screen allows you to set default report options that are specific to the selected client.

The screenshot shows a software window titled "ABC Computer Consultants, LLC - December 31, 2013 - Client Information". The window has a menu bar with "File", "Edit", and "Help". On the left is a "Sections" sidebar with a tree view containing: General, Methods, Calculations, Account Setup, Monthly Depreciation, Screen Prompts, Duplicates and Auto-Increment, **Report Options** (highlighted in blue), Folders, and Asset Tracking / Constr in Progress. The main area contains the following settings:

- ☐ On those reports allowing it, print Description #2?
- ☐ Page break after each primary sort field on various reports?
- ☒ Print account summaries and asset statistics on various reports?
- ☐ Accommodate larger dollar amounts? (Show whole dollars, cents truncated)
- Default Primary Sort:
- Default Personal Property State:
- Default State for Add-Back Report:
- Default Report Memo:

At the bottom, there are two date/time fields: "Created 5/14/2014 - 9:00 AM" and "Last Modified 5/14/2014 - 9:04 AM". On the bottom right, there is a blue link "How To...?" and a "Close" button.