How to extract your custom report RDL file/s - Version 5

The following steps will need to be run on the report server used by your Liberty or Oliver v5 system and will need to be run by someone with administrative access to SQL Reporting Services.

Open SQL Reporting Services Configuration Manager, connect to the SQL instance for your Liberty v5 or Oliver v5 system and open the Report Manager URL page:

Reporting Services Configuration Mana	ager: \LIBERTYSQL	
Microsoft SQL Server 2008 Reporting Serv Reporting Services Conflu	_{ies} guration Manager	
	Report Manager URL	
Service Account	Configure a URL to access Report Manager. Click Advanced to define multiple URLs, or to specify additional parameters on the URL.	
🧀 Web Service URL	Report Manager Site Identification	
🗍 Database	URLs: http://10.0.0.2:81/Reports_LIBERTYSOL Advance	ed
Report Manager URL		
🚖 E-mail Settings		
Kecution Account		
R Encryption Keys		
ु ^म ्र Scale-out Deployment		
	Results	
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This shows the URL for your Report Manager – click this link. It will open in a web browser. If a folder with your Liberty/Oliver v5 Registration Name is visible, click this link.

Report Manager - Windows Internet Explorer		
🛞 🕫 🎼 http://10.0.0.2:81/Reports_LIBERTYSQL/Pages/Folder.aspx 🔎 💌 😣 🎸 🗙 <i> G</i> Report Manager	×	ĥ ★ \$
SQL Server Reporting Services Home		Home <u>Site Settings</u> <u>Help</u> Search for:
ontents Properties		
🎬 New Folder 🛛 🎭 New Data Source 🛛 🔓 Upload File		Show Details
Your v5 Registration Name		

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A list of Liberty/Oliver v5 modules will display.

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	TYSQL/Pages/Folder.aspx? 🔎 🗾 🗟 🐓 >	K 🥖 Report Manager 🛛 🗙	♠ ☆ ‡
SQL Server Reporting Service Home > Your v5 Registration N	es Name		Home Site Settings Help 🔄
Contents Properties			
📔 New Folder 🛛 🍣 New Data Source	🎝 Upload File		Show Details
🗀 <u>Author</u>		🚞 Loan	
authority		🗀 LoanHistory	
Dooking		Models	
🗀 <u>Budget</u>		OrderReceived	
🗀 <u>Catalog</u>		🗀 <u>Publisher</u>	
CatalogArchive		PurchaseOrder	
🗀 <u>Change</u>		Reservation	
🗀 <u>Claim</u>		ReservationHistory	
🗀 <u>Client</u>		🗀 <u>Review</u>	
ClientPayment		🗀 <u>Search</u>	
DepyChange		🗀 <u>Series</u>	
CorporateAuthor		🗀 <u>Stocktake</u>	
Corporation		StocktakeItem	
CostCentre		Subject	
🛅 Data Sources		Subscription	
🗀 Interest		🗀 Supplier	
🗀 InterLibraryLoan		🗀 <u>TopicList</u>	
🗀 Issue		📁 <u>WaitList</u>	
🔁 <u>IssueArchive</u>			T

These correspond to the I3_EntityUuid value from the SQL query you ran to list your v5 customreports. E.G.I3_NameI3_EntityUuid

Issue

I3_Name	
MST Spine Labels 5x11 (Skip Labels)	

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This report will be located in the "Issue" folder. **Exception to this rule**: Custom "spine label" reports are usually located in the "Issue" folder, even when their I3_EntityUuid value is "Catalog".

Open the folder/s containing your custom report/s. Click "Show Details" at the top-right. The reports in that folder will be displayed. Locate the custom report/s and for each, click the edit button.

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G	$\overline{\mathbf{O}}$	- 🥖	http://10.0.0.2:81/Reports_LIBERTYSQL/Pages/Folder.aspx? 🔎 🗖 😽 🗙	🤗 Report Manager 🛛 🗙	🟠 🛣
	1		Labels 3x10	12/11/2016 3:14 AM	_
	1	.	Labels 3x10 - Avery 3489	12/11/2016 3:14 AM	
			Labels 3x8	12/11/2016 3:14 AM	
	1		Labels 3x8 - Avery 3474	12/11/2016 3:14 AM	
			Labels 3x8 - Avery L7159	12/11/2016 3:14 AM	
	1		MST custom spine label	11/05/2015 9:20 AM	_
	1	.	MST custom spine label 1	11/05/2015 4:46 PM	
	2		MST Custome Spine Labels (5 - 11) Use	12/05/2015 11:57 AM	
	1		MST Spine Labels	12/05/2015 12:27 PM	
	1		MST Spine Labels 5x11 (Skip Labels)	28/05/2012 7:25 AM	
	1		<u>Mst Spine Labels test</u>	12/05/2015 12:40 PM	
			Resource Box Details	12/11/2016 3:14 AM	
	1		Resource Usage Summary	12/11/2016 3:14 AM	
		.	RFID Extract	12/11/2016 3:14 AM	•

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The properties for that custom report will be displayed. In the Report Definition section, click the Edit link.

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MST	custom spine label
<u>View</u> Properties	
General	Modified Date: 11/05/2015 9:20 AM Modified By: BCV\mstadmin
Parameters	Creation Date: 11/05/2015 9:20 AM
Data Sources	Size: 15 KB
<u>Security</u>	Properties
	Name: MST custom spine label
	Description:
	L Hide in list view
	Report Definition
	Apply Create Linked Report Delete Move
	Create a linked report when you want to use different security or parameters with the report.

This will prompt you to save the custom report's RDL file. Save these RDL files for all your custom reports in a single folder, then zip this folder and email it to Softlink.

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