

PrincipalReport — Overview

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Applications > PrincipalReport

PrincipalReport provides a central area for generating and reviewing business reports. It supports users who need report output for sales, PM, purchasing, warehouse, and other operational activities.

Sales representatives, account managers, project managers, purchasing officers, warehouse managers, and finance users can use this area to produce reports and retain a PDF copy when required. The available controls also provide access to related application areas and workspaces.

What you can do here

- Select **Generate Report** to create the requested report output.
- Select **Download as PDF** to save the generated report in PDF format.
- Select **Ok** to confirm the current report action or message.
- Select **Tickets** to access the Tickets area.
- Select **Attach** to access attachment-related functions.
- Select **Dashboard, Reports, My Desk, Sales, PM, Purchasing, or Warehouse** to navigate to the corresponding application area.

Related pages

- [PrincipalReport](#)
- [PrincipalReport — Learning Path](#)