

## Very powerful/flexible Quick Reports:

Easy to Use

Select from nearly 1500 fields.

User defined headings

User defined selection criteria

Sorting

Selection criteria are saved for future use.

Output:

Excel, Word (Word merge with selected records), Outlook (email/fax)

Excellent marketing tool for mail, email, fax shots (Students/Agents/Families).

Labels – (Student cards etc)

## Quick Reports – Sample Output

Selected records – Output to Excel, or labels, or merged with a letter for printing or emailing

### Report Generator - Sample - Arrivals list

ID	Surname	First Name	Agent	Agent Due	Stud Due	Coll?	Age	Sex	Arrival	Wks	Coun	Ret?	Course	Crs/Star	Wks	AccelStar	AccelFin	Accomm	Accomm	Acc Tel
83	Ali	Ali Mohammed	ABX Agent	1281.80	0.00		26	M	10-Jan-98	13	UNI	No	BGE25	12-Jan-98	13	03-Jan-98	04-Apr-98	Mrs S Court	148 Dalmeng Road	4228822
9	Arias	Ignacio	ACC Agent	3842.00	0.00		28	M	10-Jan-98	12	ARG	No	BGE25	12-Jan-98	12	10-Jan-98	11-Apr-98	Residence - A	10Oxford University	4297562
58	Balducci	Lucia	AA Japan (£)	0.00	35.00		22	F	17-Jan-98	4	ARG	No	BGE25	19-Jan-98	4	10-Jan-98	07-Feb-98			
15	Fasciolo	Vanesa	ACC Agent	670.00	0.00		24	F	10-Jan-98	4	ARG	No	BGE25	12-Jan-98	4	10-Jan-98	07-Feb-98	Mrs R Anderson	1125 Broadway	4234372
1007	Garino	Marta	*Direct (GBF)	0.00	162.00	CG	55	F	10-Jan-98	2	ARG	No	BGE25	12-Jan-98	2	10-Jan-98	24-Jan-98			
16	Geirage	Veronica	ACC Agent	670.00	0.00		24	F	10-Jan-98	4	ARG	No	BGE25	12-Jan-98	4	10-Jan-98	07-Feb-98	Residence - A	10Oxford University	4297562
45	Gomez	Margarita	ACK Agent	3893.00	0.00	CN	33	F	17-Jan-98	21	COL	No	BGE25	19-Jan-98	21	03-Jan-98	13-Jun-98	Mrs L Bell	110 Cellars Farm Road	4189432