



Reports – Data Export

The following Reports can export to excel with no headers.

To setup your preferred export format xlsx or csv please go to Settings → System Setup → Settings → Other Options; Data Export Format to make the selection.

Within the Report Criteria page located at the bottom there is an Output option, select Data Export.

Output: <input type="radio"/> Report <input checked="" type="radio"/> Data Export

Note: Please ensure that pop-up blockers have been allowed for Restoration Manager within the browser of your choice otherwise the export will not generate.

<p>Reports→ Work Order</p> <ul style="list-style-type: none"> ➤ Work Order Detail ➤ Work Orders Overdue ➤ Hot Sheet ➤ Hot Sheet2 ➤ Hot Sheet3 ➤ Hot Sheet5 ➤ Purchase Order <p>Reports→ Loss</p> <ul style="list-style-type: none"> ➤ WO Summary <p>Reports→ Sub/Tech</p> <ul style="list-style-type: none"> ➤ Sub/Tech Aging ➤ Sub/Tech Correspondence Summary ➤ Sub/Tech Correspondence Detail <p>Reports→ Company</p> <ul style="list-style-type: none"> ➤ Company Loss Summary ➤ Company Correspondence Summary ➤ Company Correspondence Summary <p>Reports→ Jobs</p> <ul style="list-style-type: none"> ➤ Job Custom Export ➤ Job Summary ➤ Job Detail ➤ Job Loss Costs ➤ Job Activity ➤ Job Aging with Gross Profit Analysis <p>Reports→ Marketing</p> <ul style="list-style-type: none"> ➤ Source of Referral ➤ Lead To Sale Summary ➤ Marketing ➤ Sales Results ➤ Sales Results Source of Referral ➤ Sales Activity ➤ Marketing Contacts ➤ Marketing Inactivity 	<p>Reports→ Production</p> <ul style="list-style-type: none"> ➤ Production ➤ Production with Schedule ➤ Production Summary ➤ Company Recap ➤ Pipeline ➤ Work In Progress ➤ Job Gross Profit <p>Reports→ Accounting</p> <ul style="list-style-type: none"> ➤ Collections ➤ AR Aging Invoice ➤ Invoice Register ➤ Commission - Invoice ➤ Commission – Collections ➤ Commission – Gross Profit <p>Reports→ Equipment</p> <ul style="list-style-type: none"> ➤ Consumables Summary ➤ Equipment Summary ➤ Equipment Summary 2 ➤ Job Summary of Equipment and Consumables <p>Reports→ Inspections</p> <ul style="list-style-type: none"> ➤ Inspection Summary ➤ Inspection Summary – 2 <p>Reports→ BN Numbers</p> <p><i>IMPORTANT: BN Reports will only display in your report profile if your company is part of Business Networks</i></p> <ul style="list-style-type: none"> ➤ Leads, Bids and Sales Sources ➤ Types of Jobs Sold <p>Reports→ Other</p> <ul style="list-style-type: none"> ➤ Correspondence Summary ➤ Correspondence Detail ➤ Employee Certifications
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