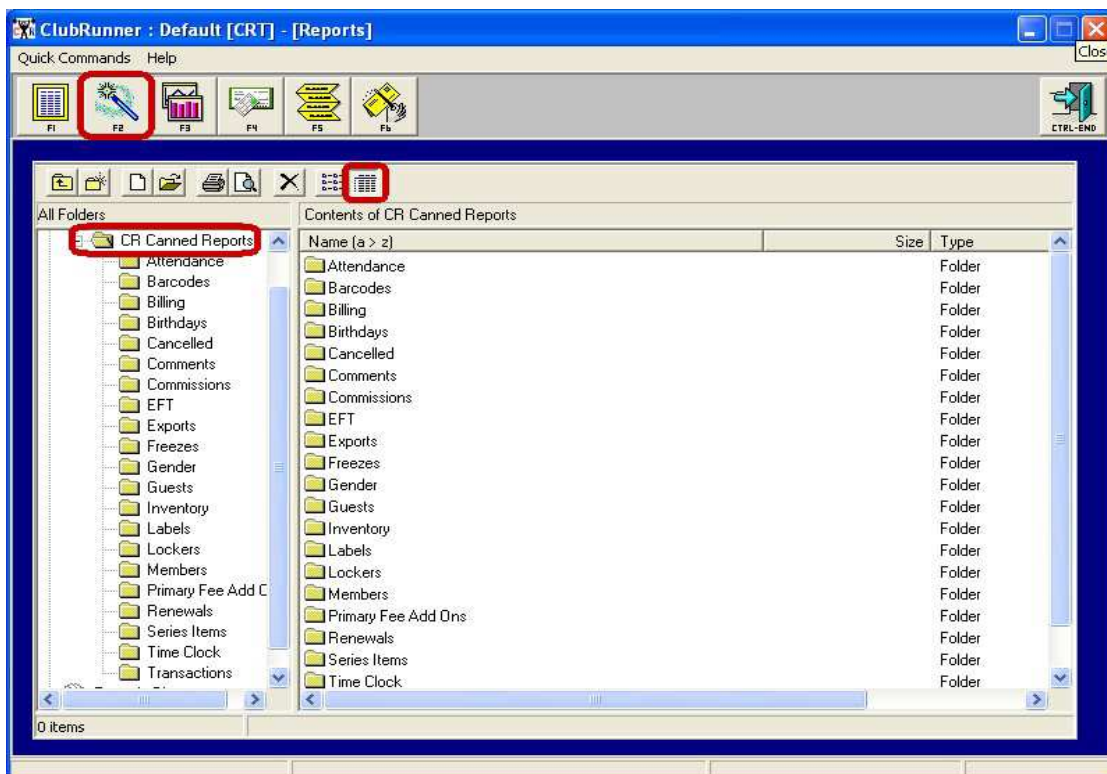


Saving a report to any format

Enter in to reports...



Go in to the F2 Wizard Wand...



Run the report you want...

Print Preview

Print E-Mail 93 % Close

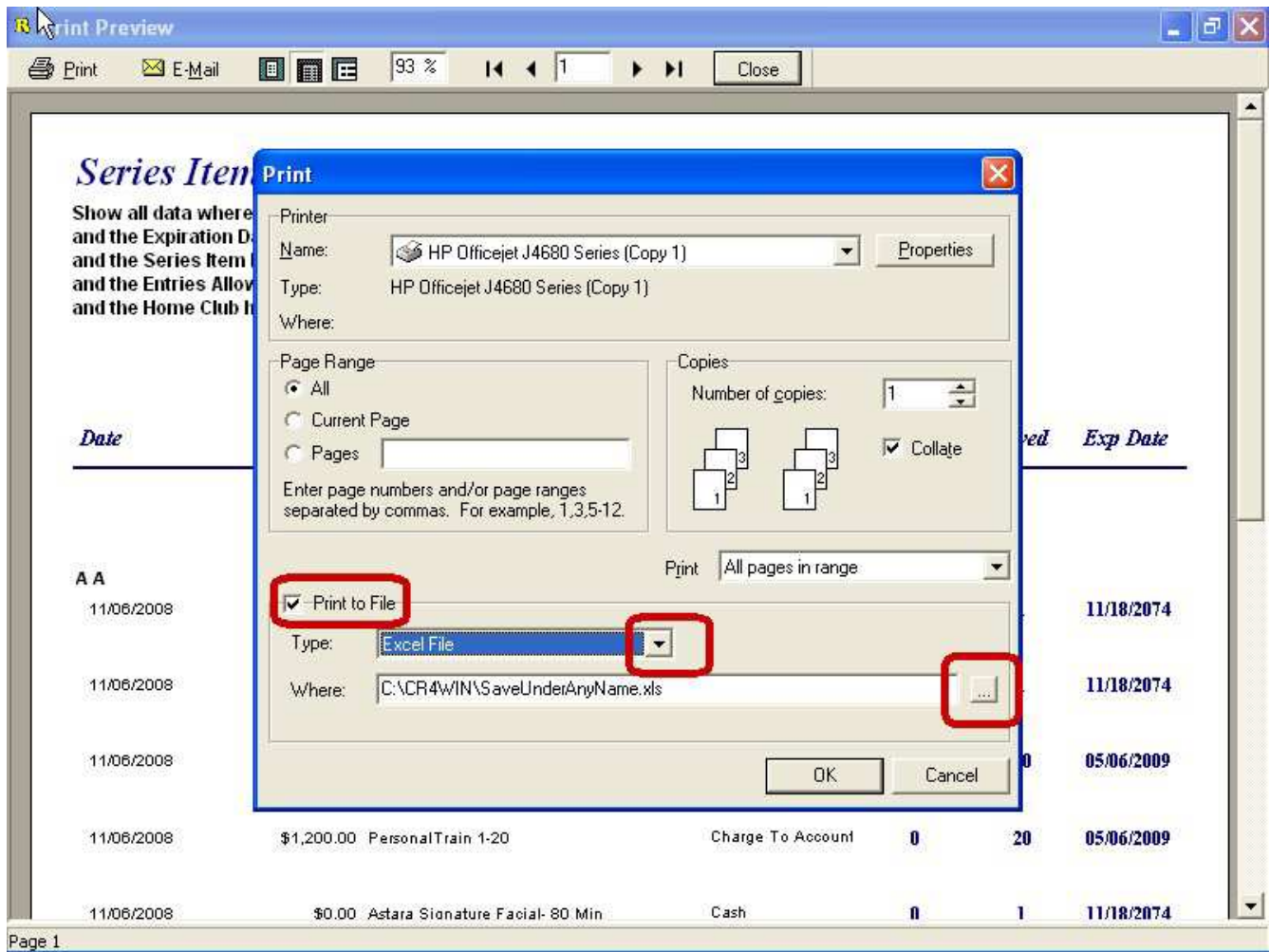
Series Items (packages by trainer used & unused)

Show all data where the Payment Method 1 does not begin with Ser
and the Expiration Date is between 1/1/1900,1/1/2075
and the Series Item begins with T
and the Entries Allowed is between 1,999
and the Home Club has any value.

Date	Amount	Description	Pay Method	Used	Allowed	Exp Date
	Home #	Work #	Cell #	EMail		
A A						
11/06/2008	\$0.00	Babor Power Lift Facial-80	Cash	0	1	11/18/2074
11/06/2008	\$130.00	Babor Power Lift Facial-80	Charge To Account	0	1	11/18/2074
11/06/2008	\$0.00	PersonalTrain 1-20	Cash	0	20	05/06/2009
11/06/2008	\$1,200.00	PersonalTrain 1-20	Charge To Account	0	20	05/06/2009

start Hit Li... AOL ... 2 W... pit2 ... Club... Club... 2:28 PM

Now, go to print it, but use the following options below...



“PRINT TO FILE”...

Select a “TYPE”...

Use the “Elipsis” button (3 ...) to navigate where you want the file to be stored...

Then “Click” the “OK” button.