

Reports and Queries

In addition to viewing events and printing calendars, you can use ACS Facility Scheduler to print reports and build advanced queries.

Reports include calendars, lists, index cards, and request for use forms. You can print them or export them to a file. When you select a report on the Report Menu, a report description and preview displays to help you decide if the report meets your needs.

You can use advanced queries to build complex filters that find related events based on the conditions you enter. You can then print the results or export them to a file.

Reports

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