MicroStrategy Quick Guide: Change the View Mode of a Report

VIEW MODES

Reports can be viewed as grids, graphs, or a combination of grid and graph.

You can change a reports view mode on the fly within a report, and when you save the report it will be saved in the last view mode selected.

GRID

Grid view is the default view for reports. Run a report in grid view mode to view the report data in a spreadsheet format.

Identify a Grid report by looking for the grid icon preceding a report name.

Switch a report to Grid view mode by clicking the grid icon on the Home menu in a report that has been executed.

GRAPH

Run a report in graph view mode to view the report data in a visual representation.

Identify a Graph report by looking for the graph icon preceding a report name.

Switch a report to Graph view mode by clicking the graph icon on the Home menu in a report that has been executed.

GRID/GRAPH

Run a report in grid/graph view mode to view the report data in a spreadsheet side by side with a visual representation.

Identify a Grid/Graph report by looking for the grid/graph icon preceding a report name.

Switch a report to Grid/Graph view mode by clicking the grid/graph icon on the Home menu in a report that has been executed.