

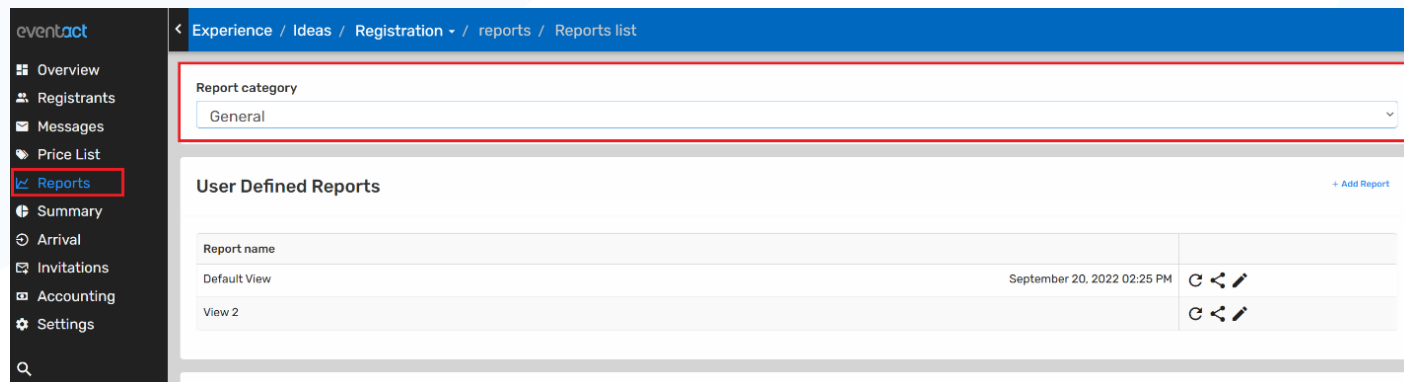
Eventact

Pre-defined reports

Under the **Reports** button, you can find different pre-defined reports, according to different categories -

General, Accommodation, Flights, and more. Choose the relevant category and find the most suitable report.

If needed you can create a custom report.



The screenshot displays the Eventact web application interface. On the left is a dark sidebar with the 'eventact' logo and a list of navigation items: Overview, Registrants, Messages, Price List, Reports (highlighted with a red box), Summary, Arrival, Invitations, Accounting, and Settings. The main content area has a blue breadcrumb trail: < Experience / Ideas / Registration - / reports / Reports list. Below the breadcrumb is a 'Report category' dropdown menu with 'General' selected. Underneath is a section titled 'User Defined Reports' with a '+ Add Report' link. It contains a table with two rows of reports.

Report name		
Default View	September 20, 2022 02:25 PM	🔄 ✎
View 2		🔄 ✎