# Designing for Multiple File Formats



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# Module Overview



**Exploring file formats**

- Delivery types
- Available formats
- Format considerations

**Review key takeaways**

- Experiment and test
- Headers and footers
- Variable types

**Additional resources**

- Informative blogs
- Additional courses

# Exploring File Formats

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**Flying solo**

Designing a layout without the end-user in mind



**Working together**

Taking consumers ideas and improving upon them

“If I had asked my customers what they wanted they would have said a faster horse.”

**Henry Ford**

# Determining Delivery Format



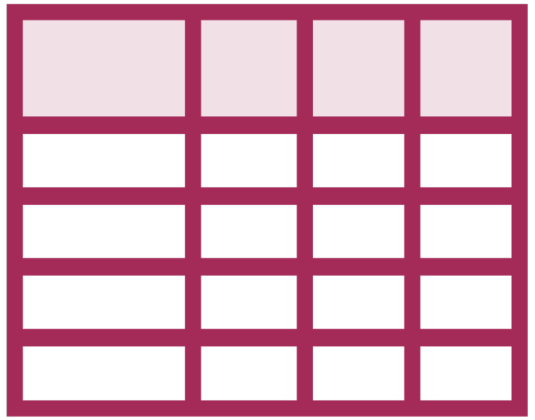
**Printing**

This could also include PDF exports



**Browser Viewing**

Browsing Report Portal or SharePoint



**Spreadsheet**

Exporting data to Excel or CSV

# Available File Formats



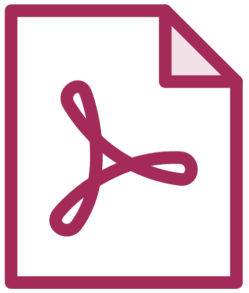

Excel




CSV




Word



PDF




PowerPoint




Report Portal

# Format Considerations



Bring your creativity to the table



Design for majority of consumers



Pre-filtering limits exported data



Creating two reports for different formats



Features may not work with certain formats

# Demo



**Preparing report for export**

- Multiple worksheets
- Naming worksheets

# Key Takeaways



Great reports tell a story about the data




Report and group variables



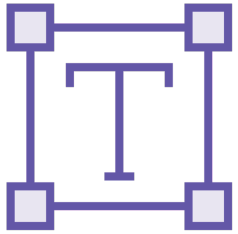

Report builder is lightweight



Sharing with report parts



Page headers and footers



Delivery format considerations



# Experimentation

Make sure you thoroughly test reports in the requested delivery format.

# The Journey Continues

**Building Your First SSRS Report**

By Robert Cain

**SSRS Report Publishing Playbook**

By Javier Merino

**SQL Server Reporting Services Playbook**

By Robert Cain

**mssqltips.com**

By Scott Murray

# Thank You!

