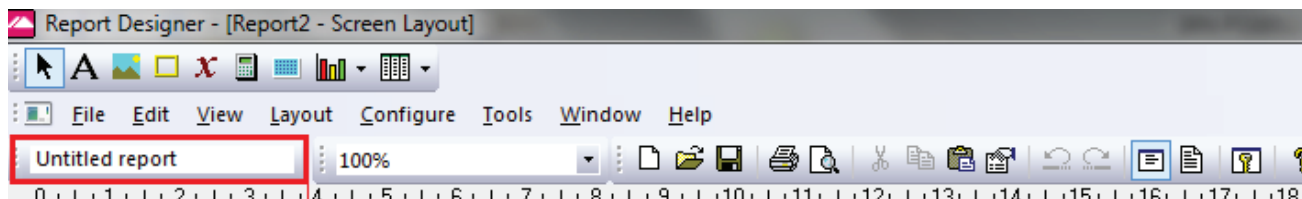


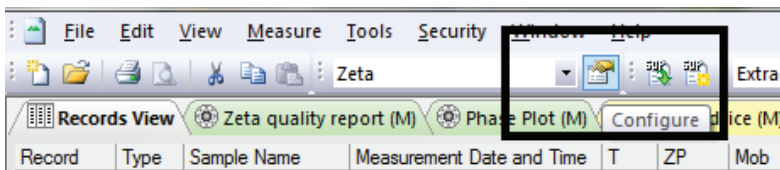
## Creating and Editing Results in the Report Designer

Version 6.21 of the Zetasizer software updated the way in which reports were generated. The following procedure should now be followed whenever creating a new report:

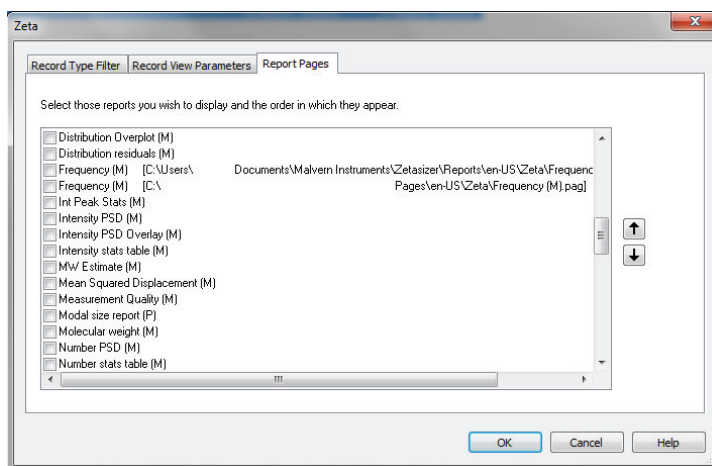
- 1) If creating a new report or editing an existing report, the report title must be changed and ideally should also be unique, as it is this title, not the filename, which is displayed inside the workspace editor. To change the report title, edit the field in the report designer as shown in the following figure.



- 2) Once the report has been finished, in order for the software to load it, it needs to be saved into the Reports directory under the relevant language, i.e. it needs to be saved in the "Documents\Malvern Instruments\Zetasizer\Reports\en-US" or "Documents\Malvern Instruments\Zetasizer\Reports\ja-JP" directory depending on the language selected.
- 3) Once steps 1 and 2 are performed then the new/updated report will be visible in the workspace editor inside the main Zetasizer software. Simply press the configure workspace button on the main toolbar and then go to the "Report Pages" tab.



- 4) If there are any reports with duplicate titles visible to the software then they will be listed in the Report Pages tab with their file location.



- 5) Only one duplicate report can be shown in the workspace at a time, if it is desirable to have both reports visible in the workspace then the title of one of the reports should be altered as outlined in step 1. If the user tries to select more than one report with the same title then the following warning will be displayed:

