

## Corporate Planner: Using Table Reports

How to change the datastreams selected in Column View

### **Changing the Datastreams Selected in Column View:**

The datastreams visible in the column view can be changed.

#### **1. Create the column view table report**



See the [Using Column View](#) user guide

#### **2. Right click on the datastream in the column of the Table Report you wish to change.**

#### **3. Click *Columns*.**

#### **4. In the *Column Type* field, select the type of data that you wish to view.**



This is either *Analysis Row* or *Data Stream* depending on whether you wish to view data or an analysis of that data.

#### **5. To view a different datastream, click the down arrow next to the *Data Stream* field.**

#### **6. Select the required datastream from the drop down menu.**

#### **7. Click *OK*.**

