Reports
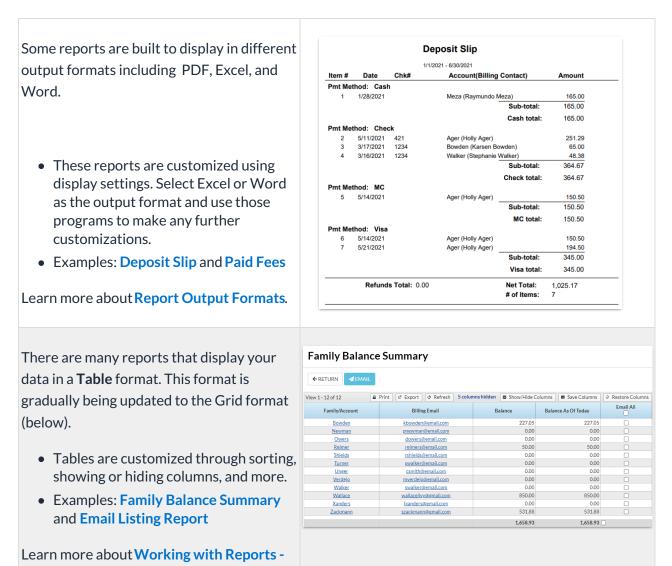
Jackrabbit offers great flexibility in reporting with over 100 reports for families, students, classes, staff, enrollment, financial information, and more!

These reports come in a few different formats.

Some reports are built to display in different output formats including PDF, Excel, and Word.

- These reports are customized using display settings. Select Excel or Word as the output format and use those programs to make any further customizations.
- Examples: **Deposit Slip** and **Paid Fees**

Learn more about **Report Output Formats**.

There are many reports that display your data in a **Table** format. This format is gradually being updated to the Grid format (below).

- Tables are customized through sorting, showing or hiding columns, and more.
- Examples: **Family Balance Summary** and **Email Listing Report**

Learn more about **Working with Reports - Table Style**.

New Jackrabbit reports are being created in a **Grid** format. Reports in table format will be gradually moved to grid format. The grids are robust and allow you to do much more with your data!

- Grids are customized by grouping your data, arranging the order of the columns, filtering for specific information, and more.
- Examples: **Student Detail Report** and **Staff Certifications**

Learn more about **Working with Reports - Grid Style**

Student Detail

← RETURN

Showing 61 of 61 Students ⓘ HELP WITH GRIDS

Drag a column header and drop it here to group by that column

	FIRST NAME	LAST NAME	BIRTH DATE	FAMILY NAME	CONTACT	ADDRESS
☐	Olivia	Unger	Jan 17, 2004	Unger	Carol Smith	1158 Agnes Crescent
☐	Livy	Wallace	Jan 18, 1985	Wallace	Livy Wallace	420 Fieldstone Crescent
☐	Samantha	Brown	Feb 17, 2010	Brown	Janice Brown	3866 McFarlane Crescent
☐	Sam	Campbell	Feb 17, 2012	Campbell	Katherine Campbell	6647 Georgia Street
☐	Caroline	Clements	Feb 17, 2002	Clements	Alane Clements	1809 Santa Monica Commons
☐	Angel	Wheeler	Mar 1, 2010	Wheeler	Carol Wheeler	1234 Main Street

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All reports can be accessed from the **Reports** (menu), which offers many options for finding reports. Customize your Reports menu by marking your most frequently used reports as *My Reports*. Learn more about **The Reports Menu**.

For each option in the Main Menu (blue menu bar), you can use a link to access the related reports. For example, go to the **Staff** (menu) > **Staff Reports** to go to the *Staff* tab of the *Staff Reports* section.

ⓘ Included with top-tier subscriptions, the Business Intelligence Dashboard (BID) is the ultimate report! You can upgrade and gain access to the BID for a nominal monthly fee. Learn how to **Streamline Data with the Business Intelligence Dashboard**

⊙ **Click Here to Learn about the Various Reports**

⊙ **Frequently Asked Questions**

Expand/Collapse All