

Configuring Design Elements

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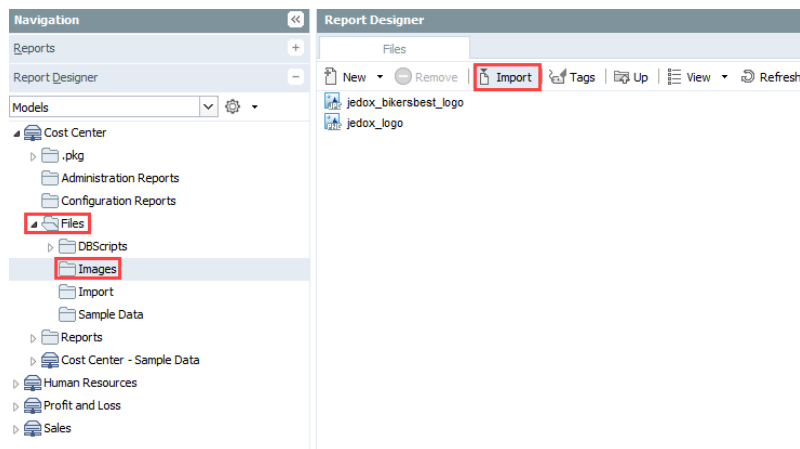
Purpose

You can customize the design elements of your model reports to reflect your own unique corporate identity. Design elements can include a logo and customized cell properties.

Changing the logo

You can replace the Jedox logo with your own custom logo. Your company logo will appear at the top of your cost center model. Create your logo in PNG or JPG format and no larger than 50 pixels high and 200 pixels wide for the best resolution.

1. In **Report Designer**, navigate to **Model <name> > Files > Images**. Click **Import** and in the Import Wizard page, click **Browse** to upload your logo and click **Finish**.



2. In **Administration**, navigate to **Settings > <model name> > Configuration**. Double-click on **Logo** and change the file name to the image file that you imported. Be sure to include the full path (i.e., "Files/Images/") and the extension (*.jpg or *.png). Click **Ok** to apply the change to the selected model.

Changing cell styles


Cell styles in Jedox models can be modified much the same way as in other spreadsheet programs. You select the area you wish to apply a style to and click on the Cell Styles icon in the toolbar:



1. In **Report Designer**, navigate to **Model <name> > Configuration Reports** and double-click **Stylesheet<model name>**. At the top of this sheet, you will find a sample report showing all of the current styles. Below the sample report is a listing of the

style names and their functions:

	Cell Style	Sample	Comments
1	Main Title	Profit and Loss Actual	Mostly font settings
2	Subtitle	Actual 2016 Total Group In US Do	Mostly font settings
3	Label	Country	Mostly font settings
4	Column Header	BU 2016	Mostly font settings
5	Spacing Above Table		Border above
6	Row Header	Gross Revenue	Font settings and border below
7	Regular Cell	12,345,678	Font settings and border below, fill and protection
8	Data Input Cell	12,345,678	Font settings and border below, fill and protection
9	Evaluation Column	2.50%	
10	Total Column	12,345,678	
11	Row Header Subtotal	Net Revenue	Font settings, border above and fill
12	Regular Cell Subtotal	12,354,678	Font settings, border above and fill
13	Data Input Cell Subtotal	12,345,678	Font settings, border above and fill
14	Evaluation Column Subtotal	2.50%	Font settings, border above and fill
15	Total Column Subtotal	12,345,678	Font settings, border above and fill
16	Row Header Grand Total	Contribution Margin	Font settings, border above and fill
17	Regular Cell Grand Total	12,354,678	Font settings, border above and fill
18	Data Input Cell Grand Total	12,345,678	Font settings, border above and fill

- Click on the Cell Styles icon in the toolbar . Right-click on the style you wish to change and select **Modify**.
- Repeat step 2 for all other cell styles to be changed. You can preview the results in the sample report at the top of the worksheet.
- Save the spreadsheet to apply the changes to all reports of the selected model.