

SPACE INFORMATION GRAPHICAL REPORTING

Provides guidance on the Graphical Reporting features and functionality within Facilities Connect. Graphical data is available at the Floor Plan level.

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ACCESSING GRAPHICAL REPORTING FUNCTIONALITY

There are multiple ways to access Graphical Reporting functionality in Facilities Connect:



- **Tool Bar** provides a set of available tools for interacting with the selected floor plan
- **Floor Plan Area** is the interactive, graphical depiction of selected the floor, where selected tools and filters will be applied
- **D** View Legend provides the snapshot overview includes fit view, zoom, and zoom window.



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GRAPHICAL REPORTING LAYOUT & TOOL BAR



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PRINTING FLOOR PLANS

When you have the floor plan view ready to print,

Click the PDF Export button on the Tool Bar



Once selected, the Export Drawing to PDF window will open,

