

# How do I create a custom fields report

## Video tutorial:

You can create a custom fields report by creating an "Order report". Within the order report there are separate Excel sheets with details information of the orders that were placed for a specific offer. In those sheets the custom field information is also available.

If you would like to have all order information in one sheet, so you can make your own reporting calculations you can use the following steps in Excel to create a combined sheet:

1. Hold down the **ALT + F11** keys, and it opens the **Microsoft Visual Basic for Applications** window.
2. Go to **Insert Module**
3. Paste the following code into the module window:

```
Sub Combine()  
    Dim sheetIndex As Integer  
    Dim rowIndex As Integer  
    Dim currentRowIndexOut As Long  
  
    On Error Resume Next  
  
    Sheets(1).Select  
    Worksheets.Add  
    Sheets(1).Name = "Combined"  
    Sheets(3).Activate  
    Range("A2").EntireRow.Select  
    Selection.Copy Destination:=Sheets(1).Range("A1")  
  
    Sheets(1).Select  
    Columns("A:A").Insert Shift:=xlToRight, CopyOrigin:=xlFormatFromLeftOrAbove  
    Sheets(1).Cells(1, 1).Value = "Offer name"  
    Sheets(1).Cells(1, 1).Font.Bold = True  
  
    Sheets(1).Activate  
    currentRowIndexOut = 2  
    rowIndex = 3  
  
    For sheetIndex = 4 To Sheets.Count  
  
        Sheets(sheetIndex).Activate  
        Range("A3").Select  
        Selection.CurrentRegion.Select  
        Selection.Offset(2, 0).Resize(Selection.Rows.Count - 1).Select  
        Selection.Copy Destination:=Sheets(1).Range("B65536").End(xlUp)(2)  
  
        Sheets(sheetIndex).Activate  
  
        rowIndex = 3  
        Do While Not IsEmpty(Sheets(sheetIndex).Cells(rowIndex, 1).Value)  
  
            Sheets(1).Cells(currentRowIndexOut, 1).Value = Sheets(sheetIndex).Cells(1, 2).Value  
  
            currentRowIndexOut = currentRowIndexOut + 1  
            rowIndex = rowIndex + 1  
        Loop  
  
    Next  
  
    Sheets(1).Activate  
End Sub
```

4. Press **F5** to run the code and wait until it finishes executing. When it finished a new worksheet named **Combined** will be displayed which contains all the data from the offer specification sheets.