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Customer Support Guide

Adding a percentage grand total to a summary report



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Package	Version	Date
HCM	18.50	04/05/2017
	19.15	04/07/2017



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Purpose

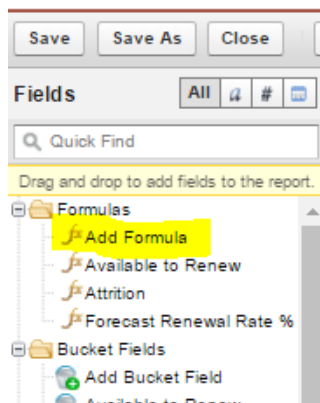
This is a Salesforce Knowledge article which explains how to display percentages in a summary report.

Rationale

If you're looking to show a report grouping's share of the grand total, add custom summary formula at the summary level from the **Fields** pane in Reports.

Create a custom summary formula

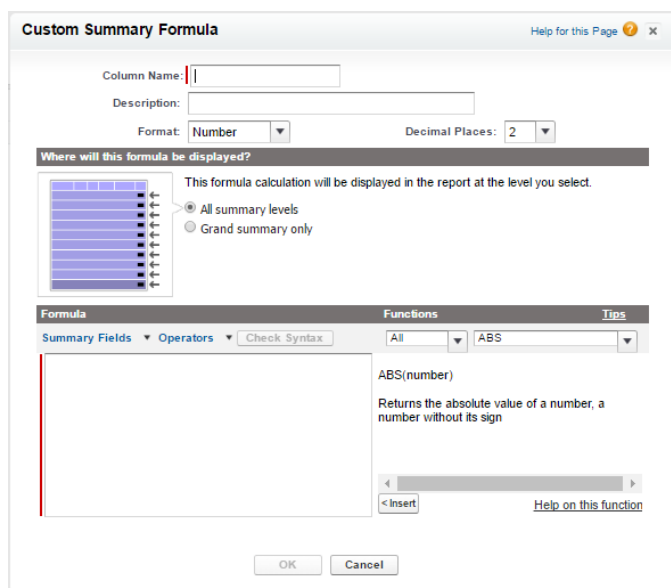
1. Go to the report type category, then double-click Add Formula.



2. Enter a unique name to the formula as you want it to appear on your report.
3. In the "Description" field, enter a brief description about the formula.
4. From the "Format" picklist, select Percent.
5. Under "Decimal Places," select the number of decimal places to be displayed.
6. Select the Display Area where the calculated formula should be displayed – select Grouping1 to calculate percentage according to rows.
7. Build your formula:

To display the percentage of fields by grouping at a summary level, select the RowCount to consider total number of rows in each grouping and use the formula structure PARENTGROUPVAL(summary_field, grouping_level)

Complete Formula: RowCount / PARENTGROUPVAL(RowCount, GRAND_SUMMARY)



Matrix format reports

If you have a Matrix format report, the formula "RowCount / PARENTGROUPVAL(RowCount, GRAND_SUMMARY)" will result in an error reading "Error: Invalid custom summary formula definition: Incorrect number of parameters for function 'PARENTGROUPVAL()'. Expected 3, received 2."

This error occurs because 3 parameters must be defined for this report format, for example: PARENTGROUPVAL(summary_field, parent_row_grouping, parent_column_grouping)

For Matrix format reports, your complete formula would be RowCount / PARENTGROUPVAL(RowCount, ROW_GRAND_SUMMARY, COLUMN_GRAND_SUMMARY)

For further information about the PARENTGROUPVAL formula, please review the following article;

[PARENTGROUPVAL and PREVGROUPVAL](#)



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Related Documentation

Guide to Reports and Dashboards supplied with Sage Business Cloud People