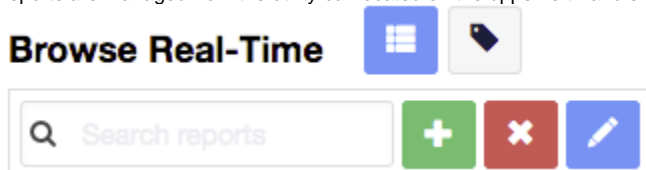# Adding & Managing Reports

Reports are managed from the utility bar located on the upper left-hand side of the **Reports** > **Browse Real-Time** page.
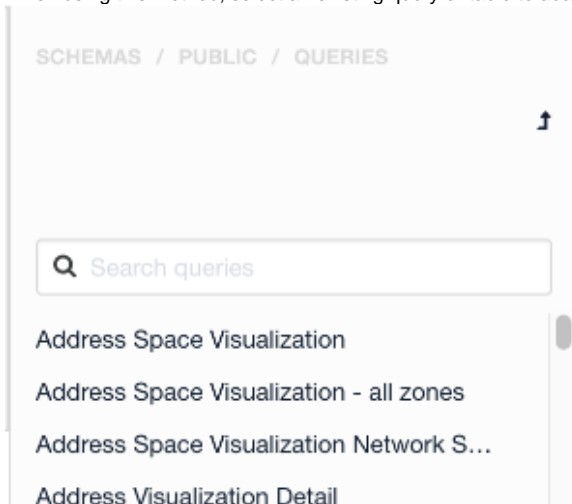

From here, you can Add, Edit, Delete or Search custom reports (for example, the reports you've created). And you can search for any report. The standard reports provided with Lumeta cannot be removed or revised. Reports show you the network state in real time. If you step away from your workstation with a report up on the display, however, you will need to refresh the report to current when you return. The report will not continue to update while you are away. You can also export reports in CSV, JSON, or NDJSON formats for use in other applications.

Adding a Report

When creating a new report, we recommend that you name it using some convention that will enable you to quickly distinguish it from other, standard system reports that display in the same list. If you pre-pend the file name with ABC, for example, you can quickly retrieve all of your user-generated reports by entering ABC in the Search bar. Also, give your reports a unique name (i.e., Do not give a report the same name as a dashboard).

To add a new report, complete the following steps :

1. Go to **Reports** > **Browse Real-Time**.
2. Click the green **Add Report** icon.
3. Select **Table Widget**.
4. Enter a query using any of these methods:
   a. Manually, by entering a SQL query such as SELECT * FROM saved query("All Devices")
   b. By editing existing SQL.
      When using this method, select an existing query or table to adapt from the drop-down list of public schemas.

   c. Using the Query Builder (the pencil icon), which enables you construct a query by dragging elements onto a wizard.
5. Run the query (click **Run).**
6. Save the query as a New Report.
   Your report generates and displays on the left-hand side of the page among the other reports.

To those reports you have added, you can Edit or Delete, and the associated icons are activated as soon as you create a new report.