

# What Is a Report?

A Report is the basic object processed by Entire Output Management and refers to a spool data set in a job or to part of it.

Defining a Report involves:

- creating a Report definition that can identify the jobs where the spool data set can be found;
- creating User Routines or using Standard Routines to extract the important data from the spool data set;
- defining Report Processing: storage, distribution and printing of the Report you have produced;
- creating individual layouts for addressees.