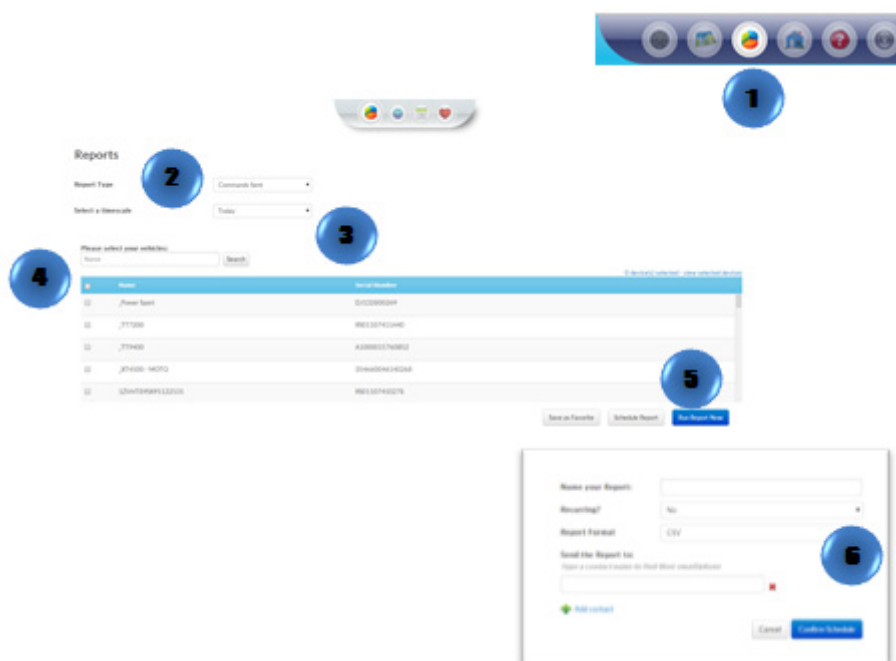


CATEGORY ARCHIVES: **REPORTS**

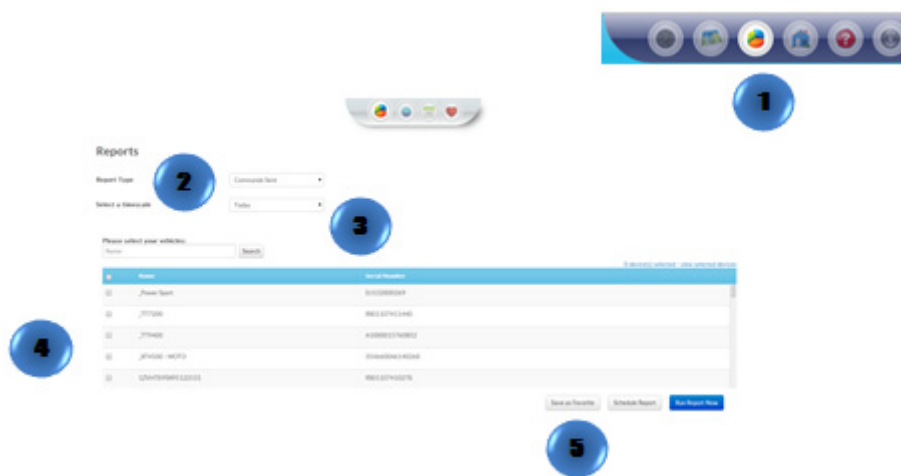
Schedule Reports

1. Click the “Reports” icon on the menu bar
2. Select the desired report type
3. Select a time scale
4. Check the device(s) to be included in the report
5. Click on “Schedule Report” button
6. A window will pop-up. Fill out the required information and click on “Confirm Schedule” button



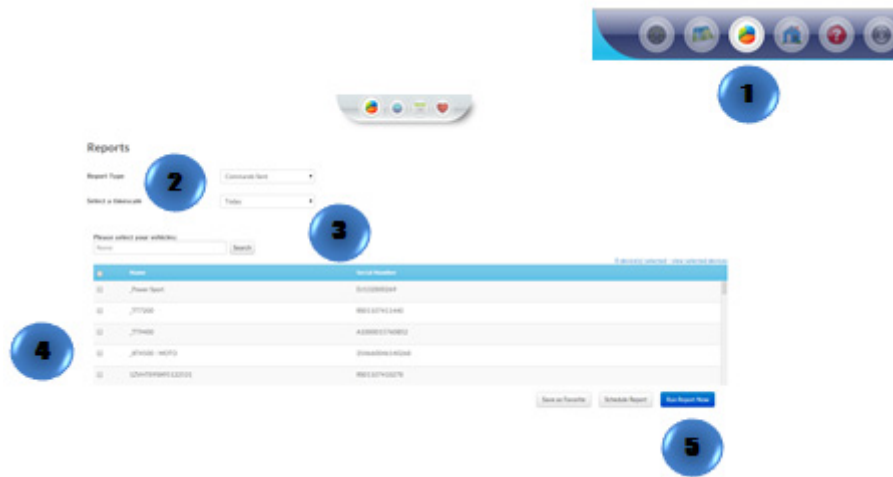
Set Report as a Favorite

1. Click the “Reports” icon on the menu bar
2. Select the desired report type
3. Select a time scale
4. Check the device(s) to be included in the report
5. Click on “Save as Favorite” button



Run Report Now

1. Click the “Reports” icon on the menu bar
2. Select the desired report type
3. Select a time scale
4. Check the device(s) to be included in the report
5. Click on “Run Report Now” button



Previous Reports

1. Click the “Reports” icon on the menu bar
2. Click the “Previous Reports” icon in the bar
3. Select a report
4. Click on “Run Report” button



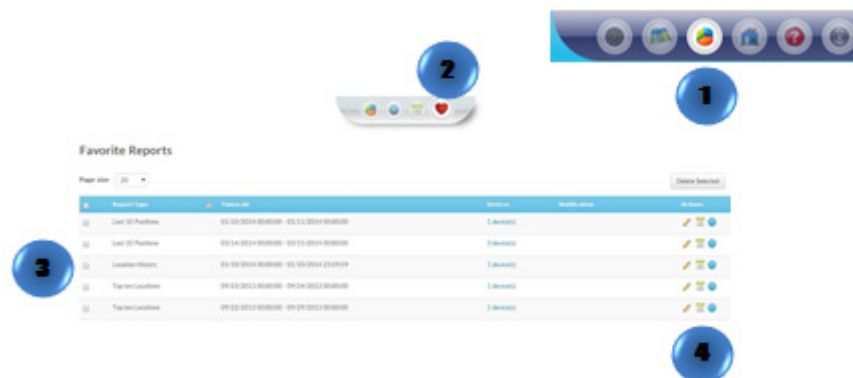
Delete a Scheduled Report

1. Click the “Reports” icon on the menu bar
2. Click the “Scheduled Reports” icon in the menu bar
3. Select the report to be deleted
4. Click on “Delete Selected” button



Edit, Schedule or Run a Favorite Report

1. Click the "Reports" icon on the menu bar
2. Click the "Favorite" icon in the menu bar
3. Select the report
4. Select the action required



Delete Favorite Reports

1. Click the "Reports" icon on the menu bar
2. Click the "Favorite Reports" icon on the menu bar
3. Select the report to be deleted
4. Click on "Delete Selected"

2

1

4

3

Favorite Reports

Page size: 20

Details Selected

	Report Type	Report ID	Interval	Start/End Date	Actions
1	Last 30 Positions	91-10-2014 00:00:00 - 91-11-2014 00:00:00	1 day/week		 
2	Last 30 Positions	91-11-2014 00:00:00 - 91-12-2014 00:00:00	1 day/week		 
3	Location History	91-10-2014 00:00:00 - 91-10-2014 23:59:59	1 day/week		 
4	Twitter Locations	91-10-2013 00:00:00 - 91-04-2013 00:00:00	1 day/week		 
5	Twitter Locations	91-10-2013 00:00:00 - 91-04-2013 00:00:00	1 day/week		 