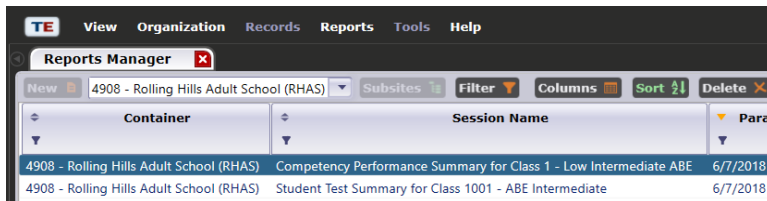


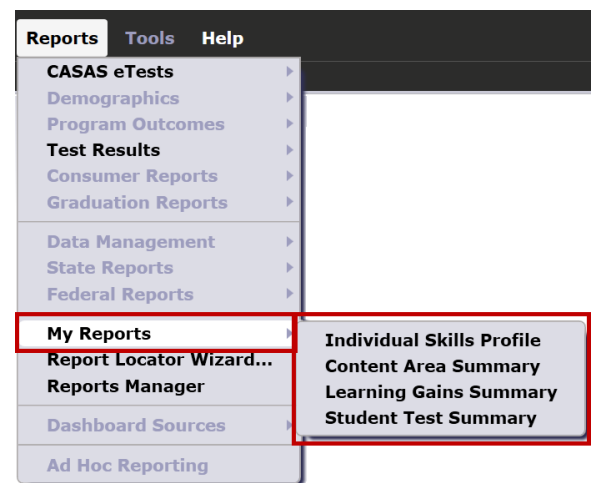
## Reports Manager

The **Reports Manager** is a virtual filing cabinet you can access at any time and from any location with Internet access to retrieve your saved reports.



## My Reports

The **My Reports** menu becomes available after you select your reports using the **Report Locator Wizard**.



## Report Locator Wizard

Use the **Report Locator Wizard** to set up shortcuts to your favorite reports. This will allow you to quickly access the reports you generate the most.

