

Requesting a Report Options

System Report

On the “System Status”, you can view system Percent complete totals

- ➔ To send a snapshot of the screen, press and hold the Sleep/Wake (on/off) button on the top of the iPad and quickly click the Home button at the bottom of the screen. The snapshot can be messaged or emailed to another user use the

Detailed Report

- ➔ Return to the “System Selection” screen.and tap the “Request Report”.

A CSV file will be generated by ICT and sent to the user’s email.

