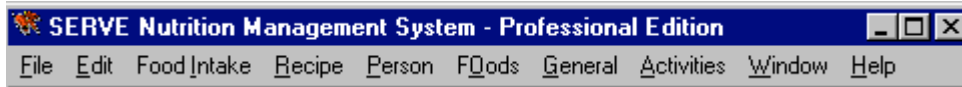


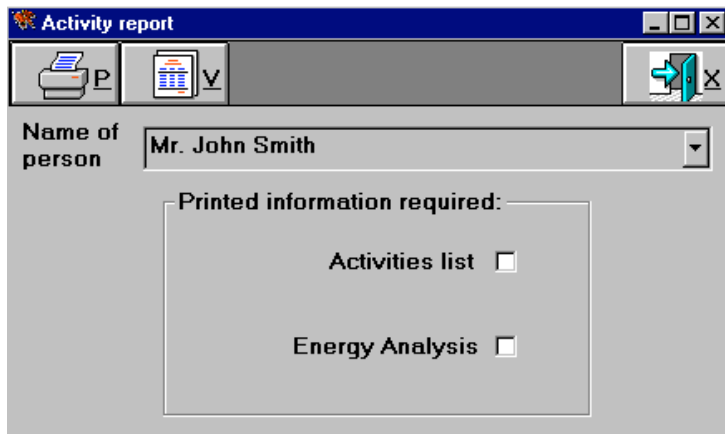
# How do I print my daily activity analysis?

From the main menu bar,




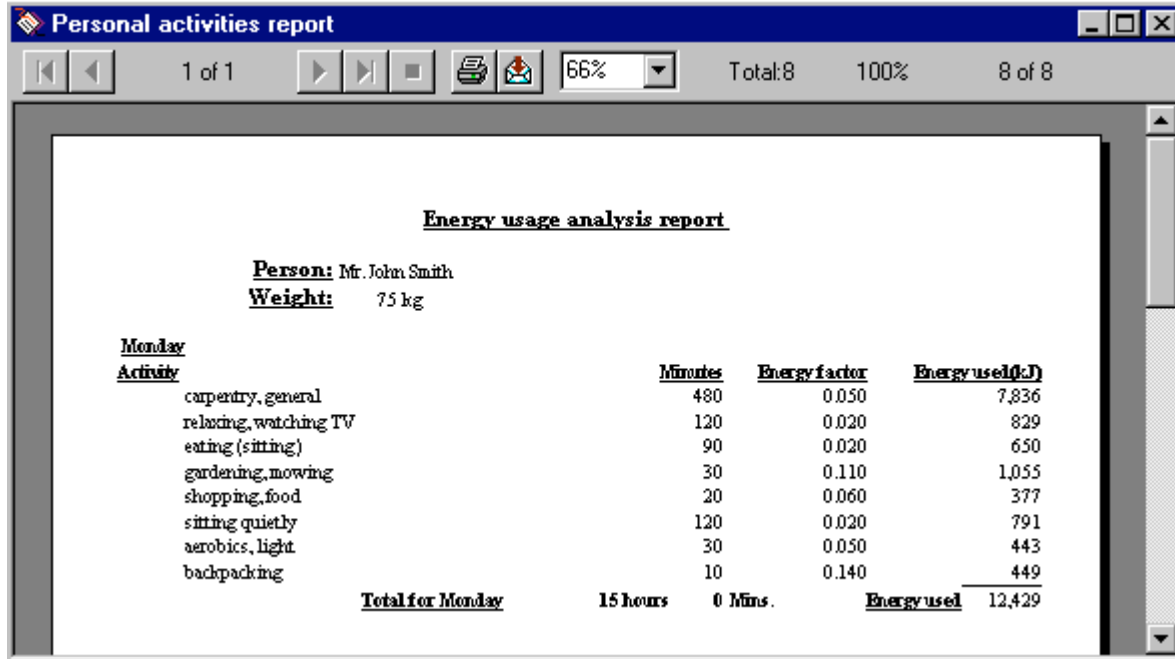
select Activities, then select Print Activities.



The Activity report window is displayed.




Select the person whose activities you want printed from the drop down list by clicking the 

Click which printed information is required, and then select the  button to view the report:



Click the  button to print the report. Click the  button in the print window to obtain a print of your activities.

When you have finished previewing the report select the  button to exit.