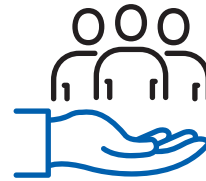


Do you need help requesting a report for a large group? This workflow will guide you through the process, so you know how to get the information that you need.



HOW DO I GET THE REPORT I NEED?



ACCOUNT MANAGEMENT

Reach out to the Account Management team for:

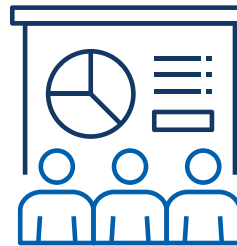
- Ad-hoc report requests
- DRT support
- Facilitate requirements clarification
- Password resets



DYNAMIC REPORTING TOOL (DRT)



- Perform ad-hoc analysis
- Retrieve published standard reports
- Retrieve published ad-hoc reports



REPORTING TEAM

The Reporting team can help with:

- Ad-hoc report development
- Standard reports development
- DRT advanced training
- DRT second-level user support

The core values of the Reporting team are accuracy, efficiency, relevance, transparency and partnership. They strive to deliver at the speed of business.

Clear requirements are key in order to provide a quick turnaround, and requests can be expedited when it makes sense. You can also preview a new report prior to publishing.

DEFINITIONS

With our **Dynamic Reporting Tool (DRT)**, see valuable data related to your business. Gain insight into trends, view subscriber information, filtering by plans and much more. Information is updated weekly and reports you save to your personal content will be automatically refreshed.

Ad-hoc analysis and reports are data reports that cannot be generated through the DRT or our standard report delivery process. Contact the Account Management team for ad-hoc reports.