**How To Training**

**For**

**Reports**

External Registered Users will be able to view published Deliberations Agenda from the Home Page.

### Reports

**Objective:**

* View Deliberations Agenda

| **Step** | Action |
| --- | --- |
|  | From the *Home* Page 🡪, Click on Reports on the access menu list |
|  | Grid will be displayed with the following   * Session Date * Session Time * Location * Type (e.g., Regular or Special) * View hyperlink (displays Deliberations Agenda) |