

DATA ENTRY USERS GUIDE

MISCELLANEOUS REPORTS

ETA 581 REPORT

Choose the **Help** option on the **Printer Selection Window** to display help messages related to the **Printer Selection Window**. Click on **Close** to exit the help window.

Choose the **Save As** option on the **Report Management Window** to display the **Save As Window**, shown below. You can either save the report with the default file name or rename the file.

ETA 581 Report Save As Window



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The default pathname appears in the input text window. You have three options:

- P** Click on **OK** and accept the default pathname. The program executes its prime function. Various results are possible once **OK** is pressed.
- P** Click on **Cancel** to cancel the Save As function. The program exits.
- P** Click on **Help** to display a scrollable help window (help dialog) which describes the Save As function and button usage.

If you click on **Cancel** on the **Report Management Window**, the window disappears and the focus returns back to the **ETA 581 Report Main Window**.