Quick Guide: Annual Set-Up of Recurring Batch Reports

All batch export reports that are year-specific need to be set up annually after your database is rolled over and the old ones deleted.

Typical recurring batch reports that are year specific:

- ConnectEd Export

- â€‹eSped Export (Reports â€" Biographical)

- Advanced Export Reports

- â€‹Baseline Objects Export

*** Refer to the attached Quick Guide for instructions. ***