

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
- eSped Export (Reports “ Biographical)
- Advanced Export Reports
- Baseline Objects Export

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

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DOE ID Manager -> Help -> Quick Guide: Annual Set-Up of Recurring Batch Reports

<http://www.imgsoftware.com/kb/entry/1207/>