

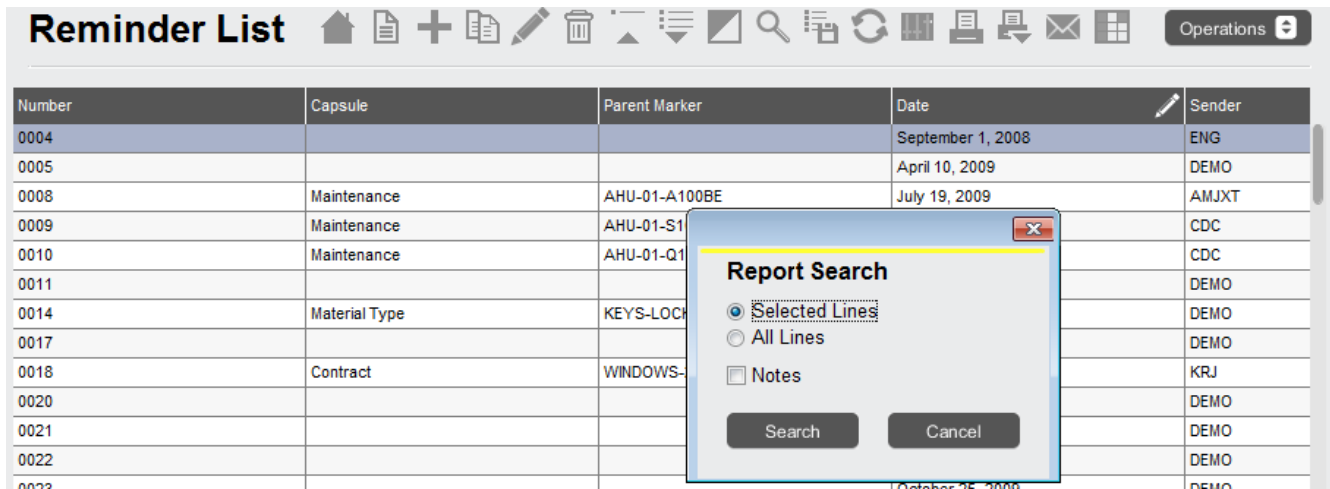
Reminder Expanded Report















Operations 

Reminder Expanded Report

To access this list-based Reminder report, open your list of Reminders and choose **Operations**→**Reminder Expanded Report**.

This report will print Reminders based on either the **Selected Lines** or **All Lines** in the Reminder list. You are also given the option to **Include Notes** from the Reminder record.



Reminder List              Operations 

Number	Capsule	Parent Marker	Date	Sender
0004			September 1, 2008	ENG
0005			April 10, 2009	DEMO
0008	Maintenance	AHU-01-A100BE	July 19, 2009	AMJXT
0009	Maintenance	AHU-01-S1		CDC
0010	Maintenance	AHU-01-Q1		CDC
0011				DEMO
0014	Material Type	KEYS-LOCK		DEMO
0017				DEMO
0018	Contract	WINDOWS-		KRJ
0020				DEMO
0021				DEMO
0022				DEMO
0023			October 25, 2008	DEMO

Report Search

Selected Lines

All Lines

Notes

Search Cancel

Example of Reminder Expanded Report:

Reminder Expanded Report
DIG Property Group
 50 Congress Street
 Boston, Massachusetts 02109

Number	Capsule	Parent Marker	Date	Sender	Recipient
0008	Maintenance	AHU-01-A100BE	July 19, 2009	AMJXT	MACK.JOE
Notes:	Fire Alarm testing today 11am - 1pm				
0009	Maintenance	AHU-01-S100BE	July 30, 2008	CDC	MACK.JOE
Notes:	FREE Ice Cream in the lobby today!				
0010	Maintenance	AHU-01-Q100BE	July 18, 2008	CDC	MACK.JOE
Notes:	Donate! Blood drive in the lobby 10am - noon				

Records printed: 3