

KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS*PORT Information Series

SiteManager Materials Module

View Saved Reports Window – Approved Lists

Navigation

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General Description

The View Saved Reports icon allows for users to retrieve and view SiteManager reports that have been previously generated and saved.

Procedure

In KYTC, the View Saved Reports icon may be accessed to review reports that have been previously generated and saved to a directory outside of SiteManager. For example, a SiteManager User may generate the Test and Fee Schedule Report and save it. The user may then retrieve the Test and Fee Schedule Report through the View Saved Reports icon at a later date.

All SiteManager Users may access the View Saved Reports icon.