

KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS*PORT Information Series

SiteManager Materials Module

View Saved Reports Window – Material Information

Navigation

Main Panel \ Materials Management \ Material Information Reports \ View Saved Reports

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.

However, there are no SiteManager reports available for use in the Material Information area. Therefore, because the Material Information Reports icon will not be available under the Materials Management Navigation Panel, this function will also be unavailable.