

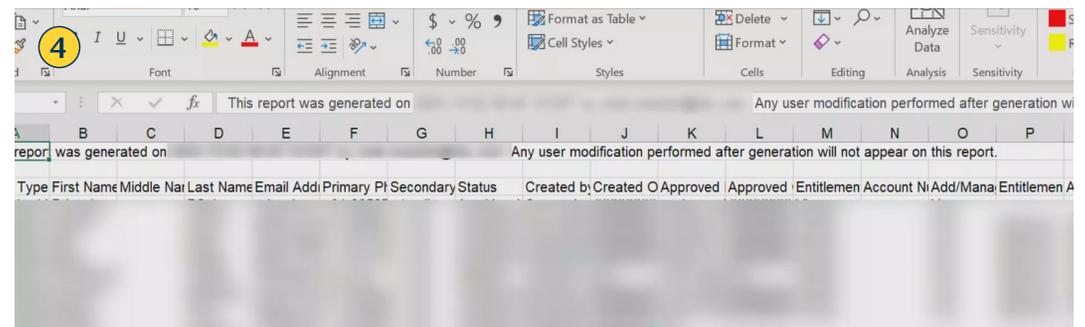
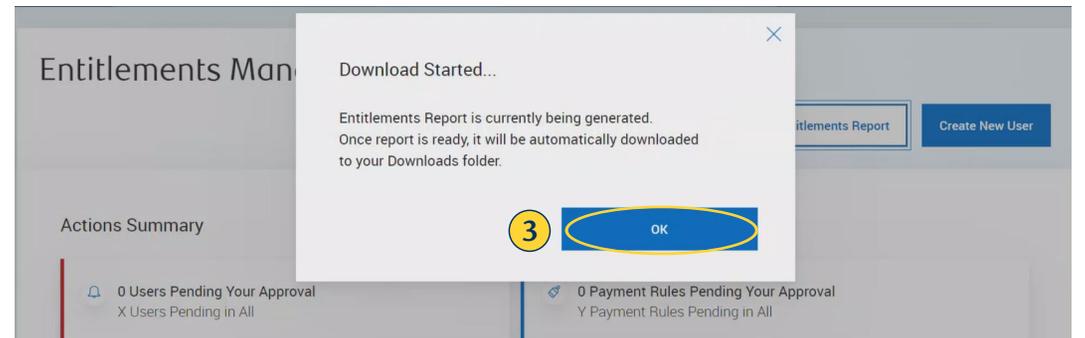
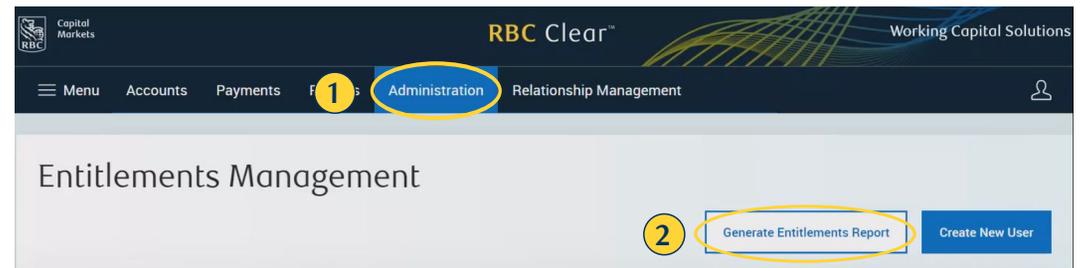


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How to Generate an Entitlement Report

1. On the blue bar, click the **Administration** tab.
2. On right side of the page, click the **Generate Entitlements Report** button.
3. A notification will appear in the center of page with the title "Download started...", click the **OK** button.
4. Once the "Entitlement Report" is downloaded, the file containing the report will be saved to the downloads folder on your computer for viewing.



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