

myReports

myReports is a Web-based tool which allows you to create customized reports. When creating these reports, you can select search criteria to generate the reports that you need—whenever you need them. An easy to use interface available through System 3i makes report generation a breeze.

Once you have access to myReports, you can respond to any last minute request for a report that is not part of your standard reporting package. To get started, just complete and fax a completed myReports Authorization Form available from our Web site to us, and we will notify you when you can begin using myReports. The tool allows you to log on with your current online password and ID and begin the process of creating customized reports on the spur of moment.

Semi-customized reports are available from the Public Library and the Ad Hoc report tab allows you to completely customize your reports using hundreds of non-transactional variables. You can also save reports in your Personal Library to speed up the process of creating reoccurring reports. As with all our products, our staff will provide complete training to help you get the most out for the product.

myReports Highlights:

- **Up-to-Date Data**—Data is available for query as of the end of the prior business day.
- **Security Features**—The data is secured in the same manner as data accessed via System 3i.
- **Standard Customized Reports**—Based on information commonly requested by customers, a group of standard customized reports has been created to make creating customized reports even more convenient. Sort options are available for these standard reports.
- **Completely Customized Reports**—If you want to create reports that are specific to your school, more sort options are available. Sort criteria includes choice of alpha or numeric sort, the ability to specify data qualifiers (such as # days past due > x), and the format of the report output. Report output can be grouped by a specified criteria and monetary amounts can be totaled.
- **View, Print, and Archive Customized Reports**—Your saved reports are stored in your personal library that you can access as needed. Some maximum storage limits will apply.
- **Automated or As Needed Report Creation**—Standard and saved customized reports can be produced on demand or scheduled to automatically generate on a routine basis.



For more information about myReports, please contact Campus Partners.

Campus Partners
(800) 458-4492, ext. 2270
www.campuspartners.com

Experts at managing campus-based loan programs for 40 years!