The Proposal Report is now available. This report will list the proposals for a business unit, sponsor, proposal PI, other personnel, college, or department.

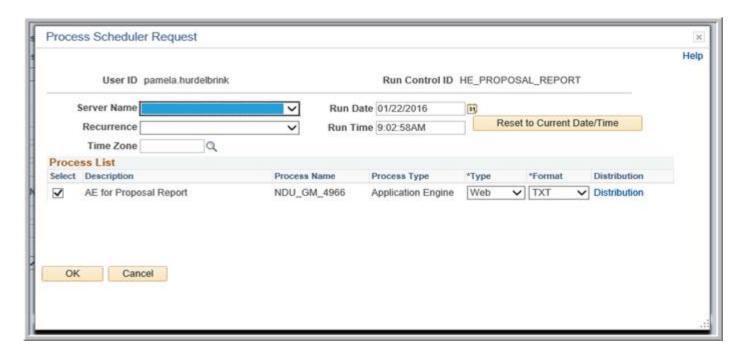
Navigation: Grants > Grants WorkCenter > Reports/Queries tab > Reports/Processes section > Proposal Report

An example of a run control is below:

| Run Control ID HE_PROPOSAL_REPORT | | | Report Manager | Process Monitor | Run | |
|---|----------------------------------|--------------------------------|----------------|----------------------|-------------------|--|
| *Business *Due Date F *Version Like (F%, *Include Other Perso *Include Comme *Output For | From: V%): ennel? ents? | UND01 01/01/201 V% Yes Yes PDF | | *Through: 12/31/2015 | Clear All Options | |
| Proposal PI: | | | a, | | | |
| Other Personnel: Sponsor Like (%=All): | 96 | | Q. | | | |
| openion care (in ring) | ○ Yes | ● No | | | | |
| Primary Sponsor Like (%-All): | 96 | | Q | | | |
| College: | | | | Q | | |
| *Departments (Y/N): | N | ~ | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

The "Clear All Options" button can be used to clear all options which then allows different report options to be selected.

After clicking the Run Button, Click the OK button on the Process Scheduler Request page which will close the Process Scheduler Request page. Note: The type and format do not have to be changed on the Process Scheduler Request page as the output format is selected on the run control.



Click on the Report Manager hyperlink on the run control page to view the report output.