## Last Viewed Favorites USING REPORT WRITER FOR NON-ENROLLED EVENTS Home ClientPoint Follow the steps below to pulls a report of non-enrolled activities: ResourcePoint FundManager O Click the drop-down triangle to open the Reports menu, then click ShelterPoint 'ReportWriter' ActivityPoint П Reports Over the section of the section Audit Access Report Audit Report Olick the magnifying glass next to the current year's SUN CS Non User Information Enrollment Counts report User Login AHAR ReportWriter Call Record Report Client Served Report Saved Reports 2 Daily Unit Report # A B C D E F G H I J K L M N O P Q <u>s</u> t u v w x y z All Duplicate Client Report Name Date Provider Description Entry/Exit Report For SUN Community Schools to count ESG CAPER Non-Enrollment events and attendance in Fiscal Year 13 (7/1/14-6/30/15). SUN CS Non Enrollment Counts 2014-15 12/30/2014 10:17:40 AM Multhomah County - SP Remember to change the provider (in the Filters tab) to your SUN school instead of Multhomah County! Fund Availability Report Fund Usage Report My Managed Funds Report Needs Report PATH Referrals Service Transaction The report is set to default to a generic 'Multnomah County' provider. You need to CHANGE that provider to your school's provider. ART ReportWriter

- Olick the Filters tab
- Click the pencil next to 'Activities.Provider Equals Multnomah County - SP'
- G Click the search button to find your school
- In the window that pops up, choose your school by clicking the green plus sign
- Olick 'Save' in the prompt screen



- O Click the Preview tab
- Click 'Download Full Report'

Tables	Fields	Filters	Coun	ing	Preview 0	otions
Report Preview						
Enrollment Type Provider			N	ame	Sesssion Date	
Non-Enrollment	Camp Fire USA: SU	IN-Gilbert Heights Elemer	ntary - SP G	H 14.15 Bac	k to School Night	09/18/2014
Ion-Enrollment	Camp Fire USA: SU Camp Fire USA: SU	IN-Gilbert Heights Elemei IN-Gilbert Heights Elemei	ntary - SP G ntary - SP 1	H 14.15 Bac 4.15 GH SUN	k to School Night I Healthy Family Night Carniva	09/18/2014 05/15/2015