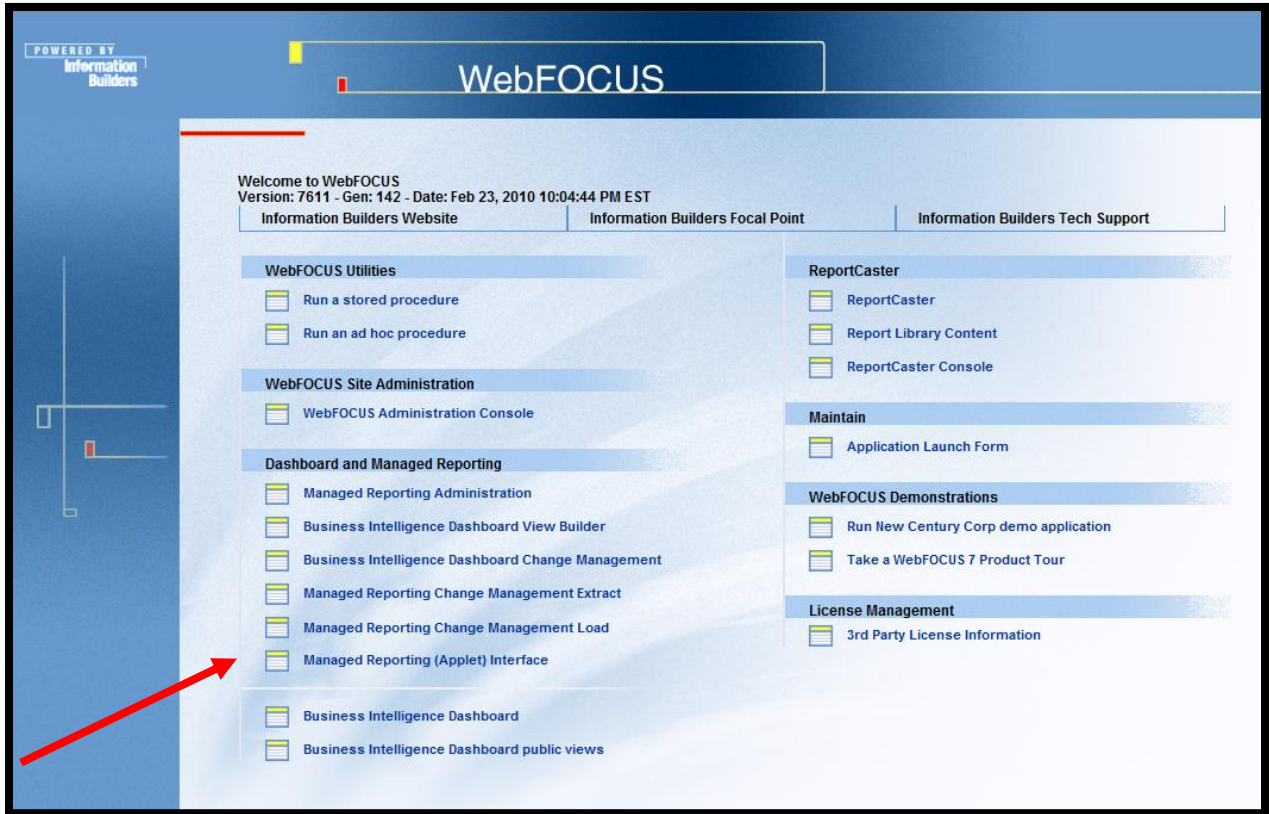


WebFOCUS Login Instructions

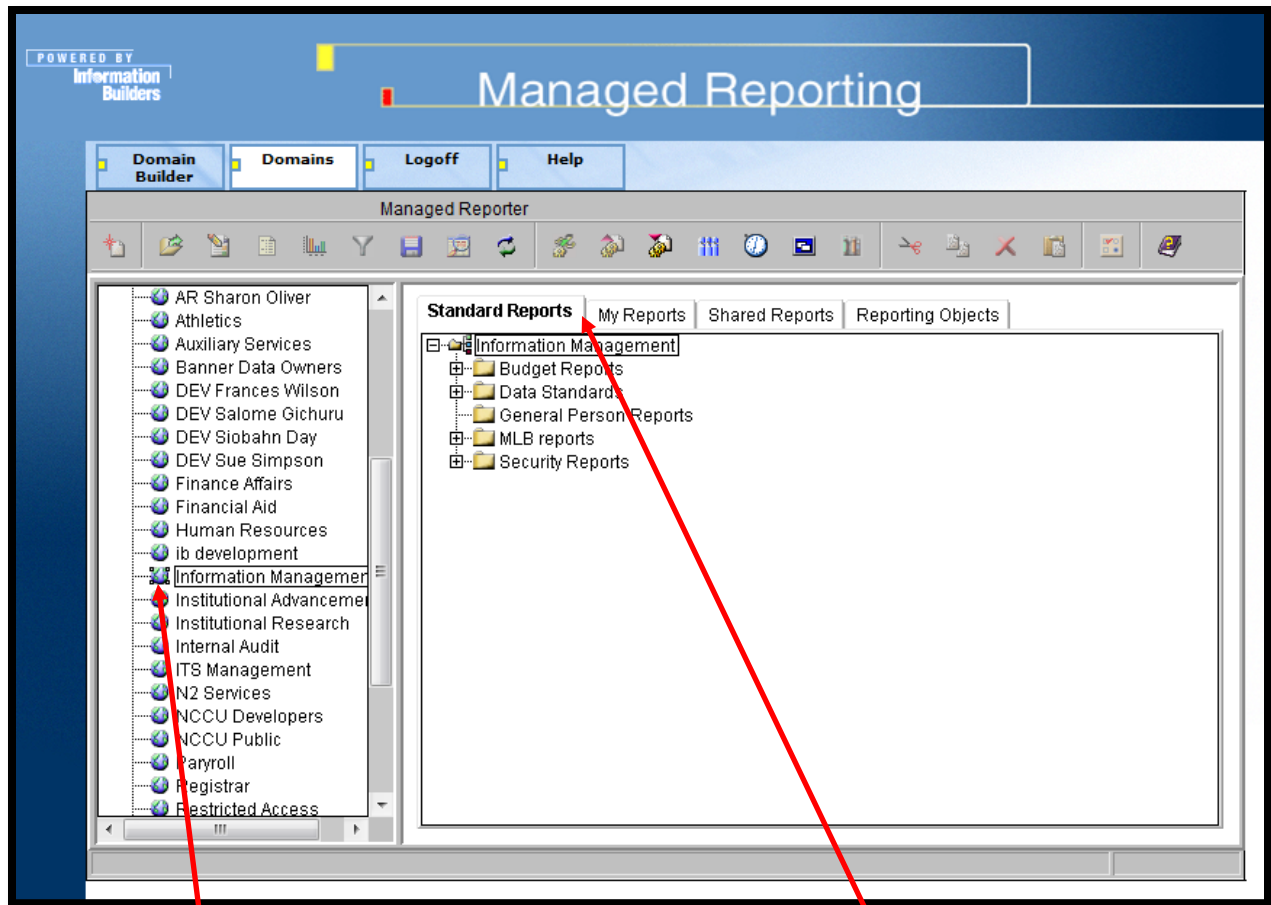
1. Click on the instance in which you wish to access to login: [WebFOCUS TEST](#) and [WebFOCUS PROD](#)



2. Click on Managed Reporting (Applet) Interface



3. Enter AD User Id and Password. Click on Logon



4. Click on the Globe next to your domain name. The Standard Reports tab allows you access to your reports. Note: There may be multiple directories in the Standard reports file. Click on the directory containing your reports.