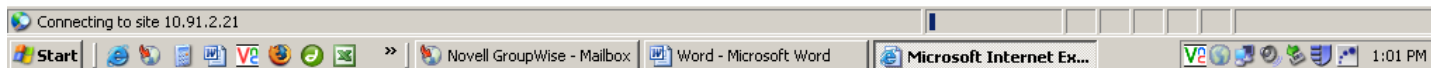
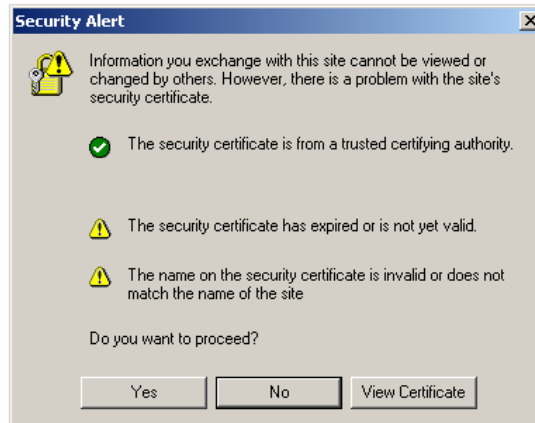
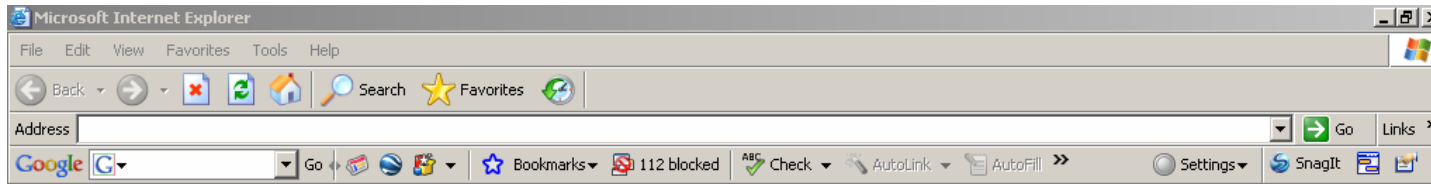
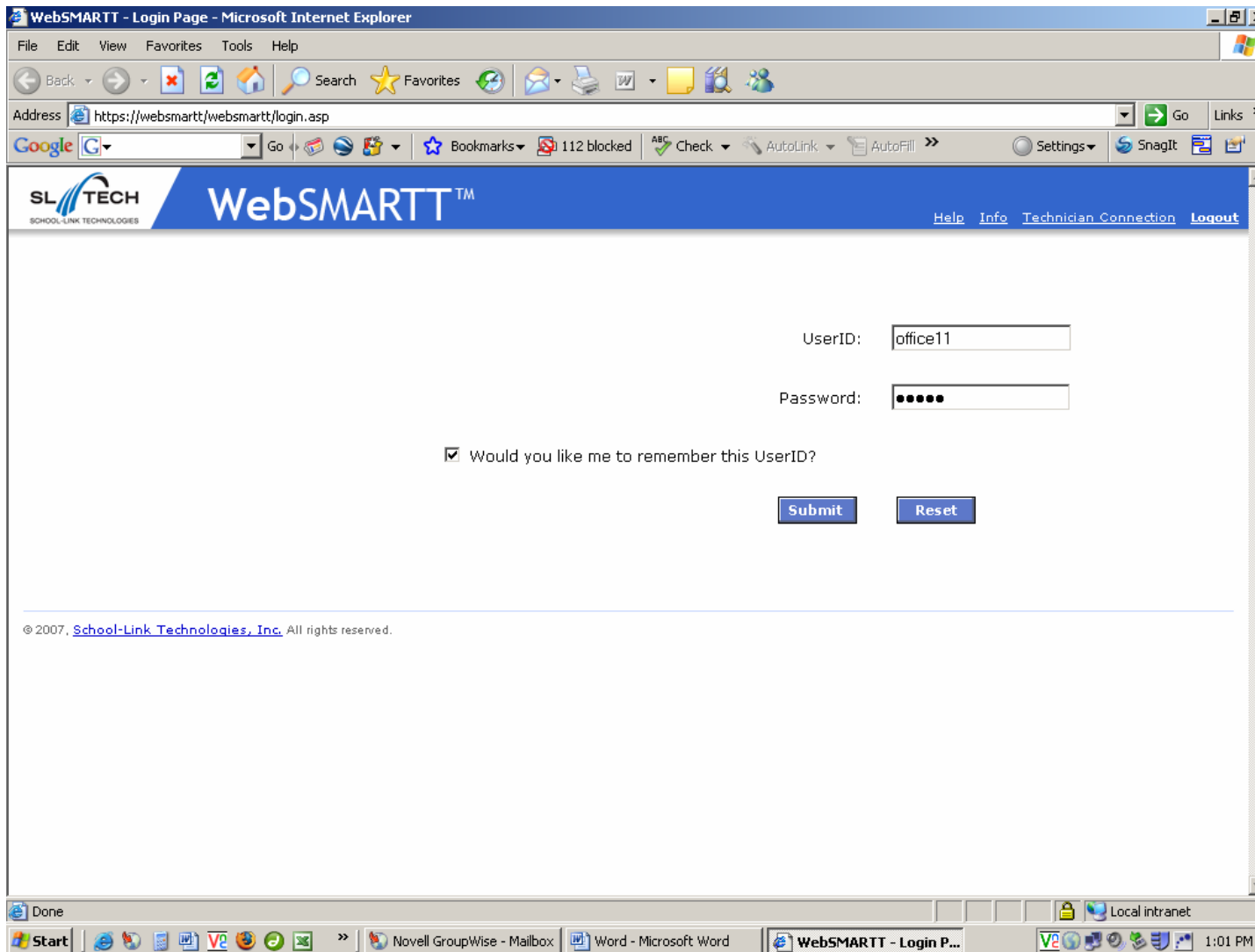


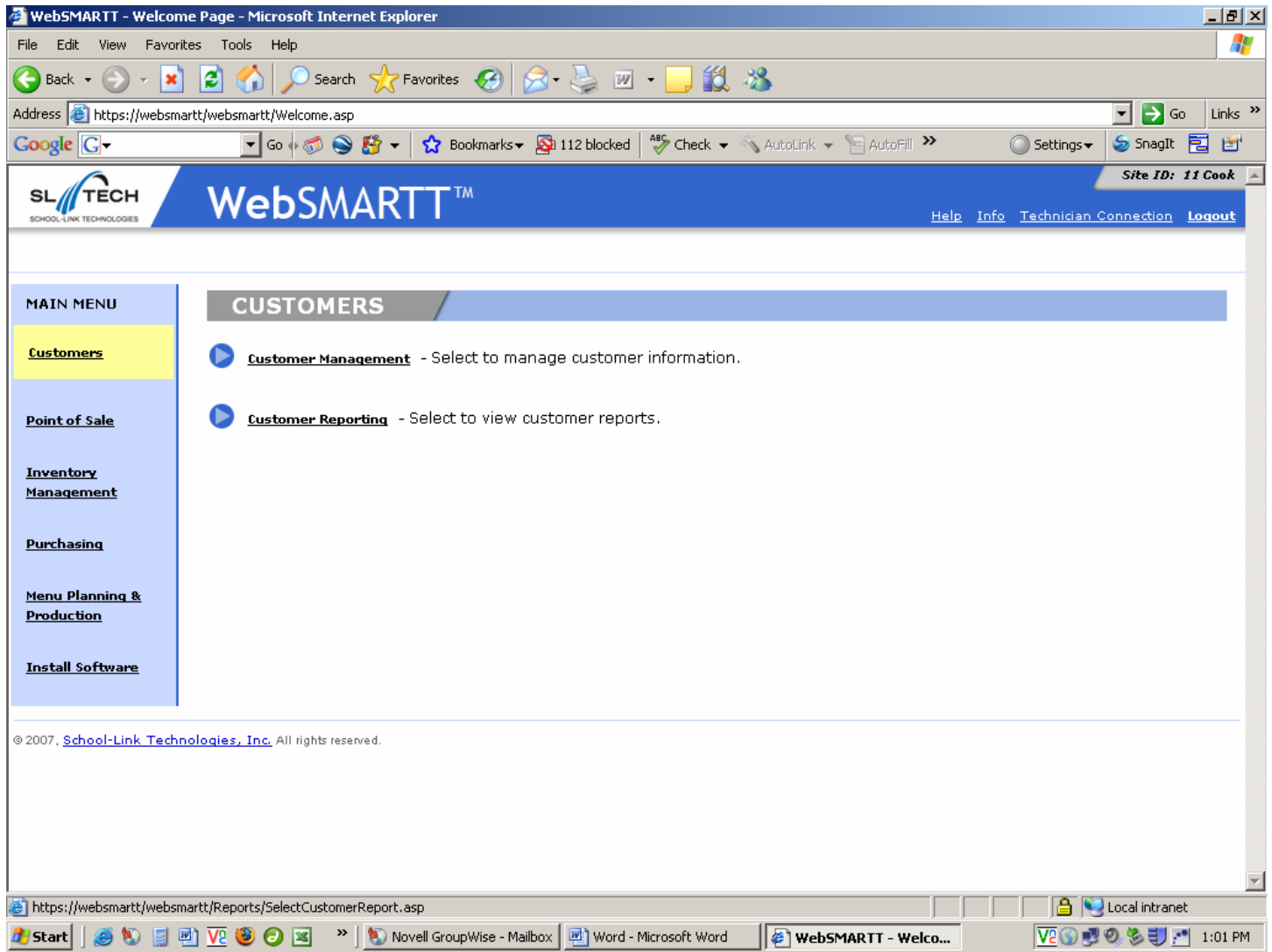
Go to <https://websmartt/websmartt> or click on the icon from your desktop



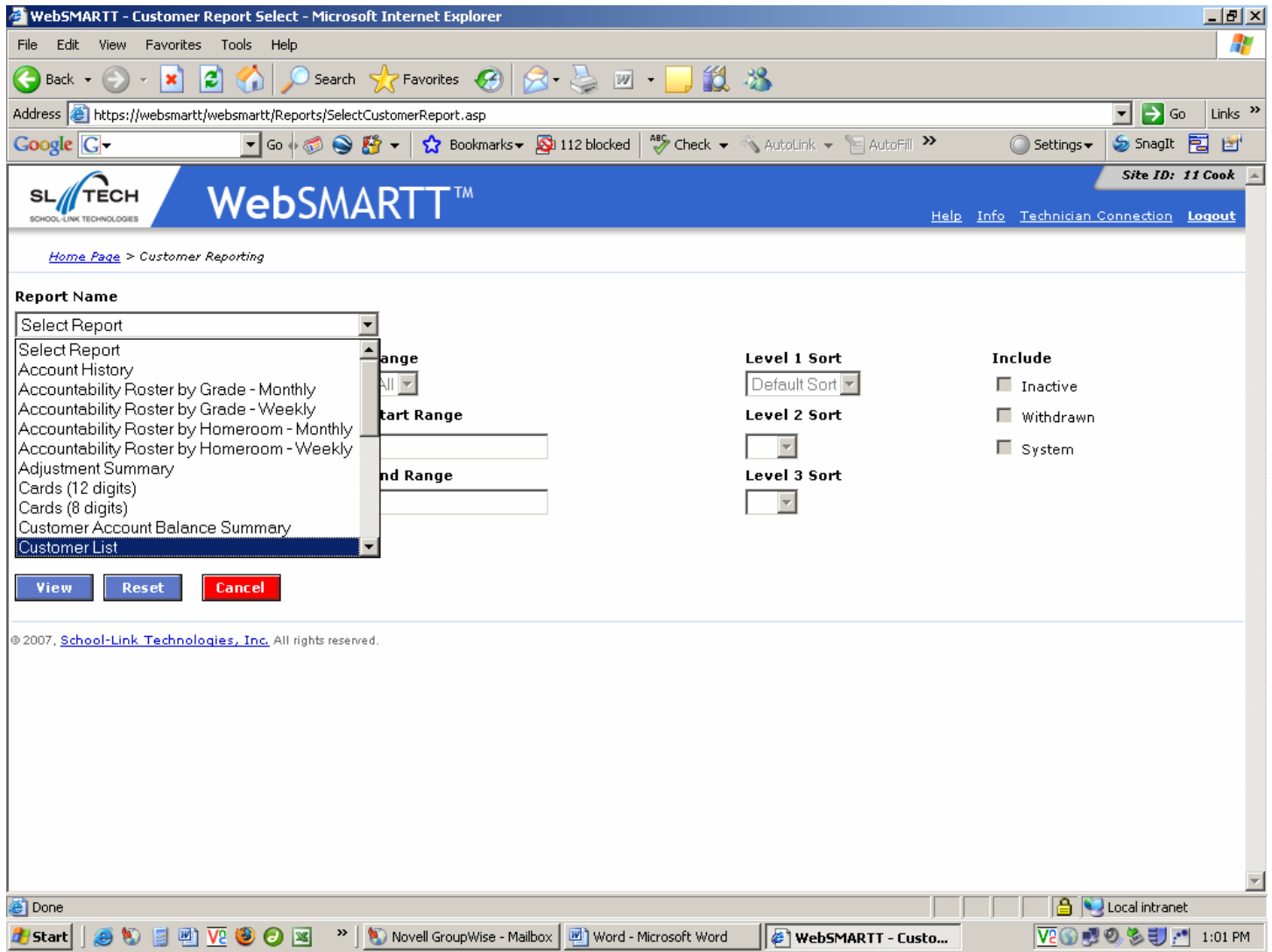
A security Alert will pop up, Click **Yes** to continue



Type in the **User ID** and **Password** (Hint: it's the same as the old system)

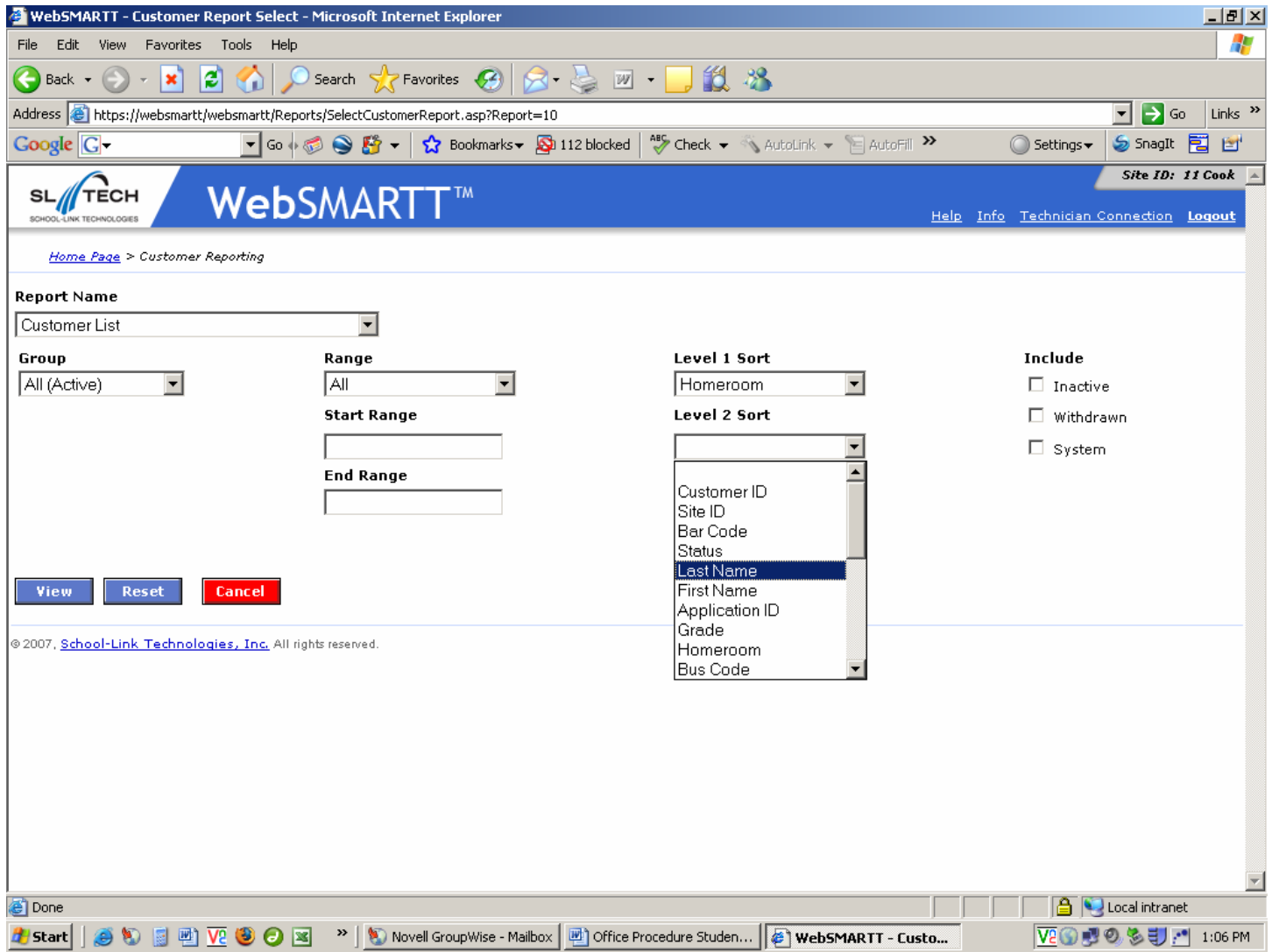


From the Customers Page, click on **Customer Reporting**

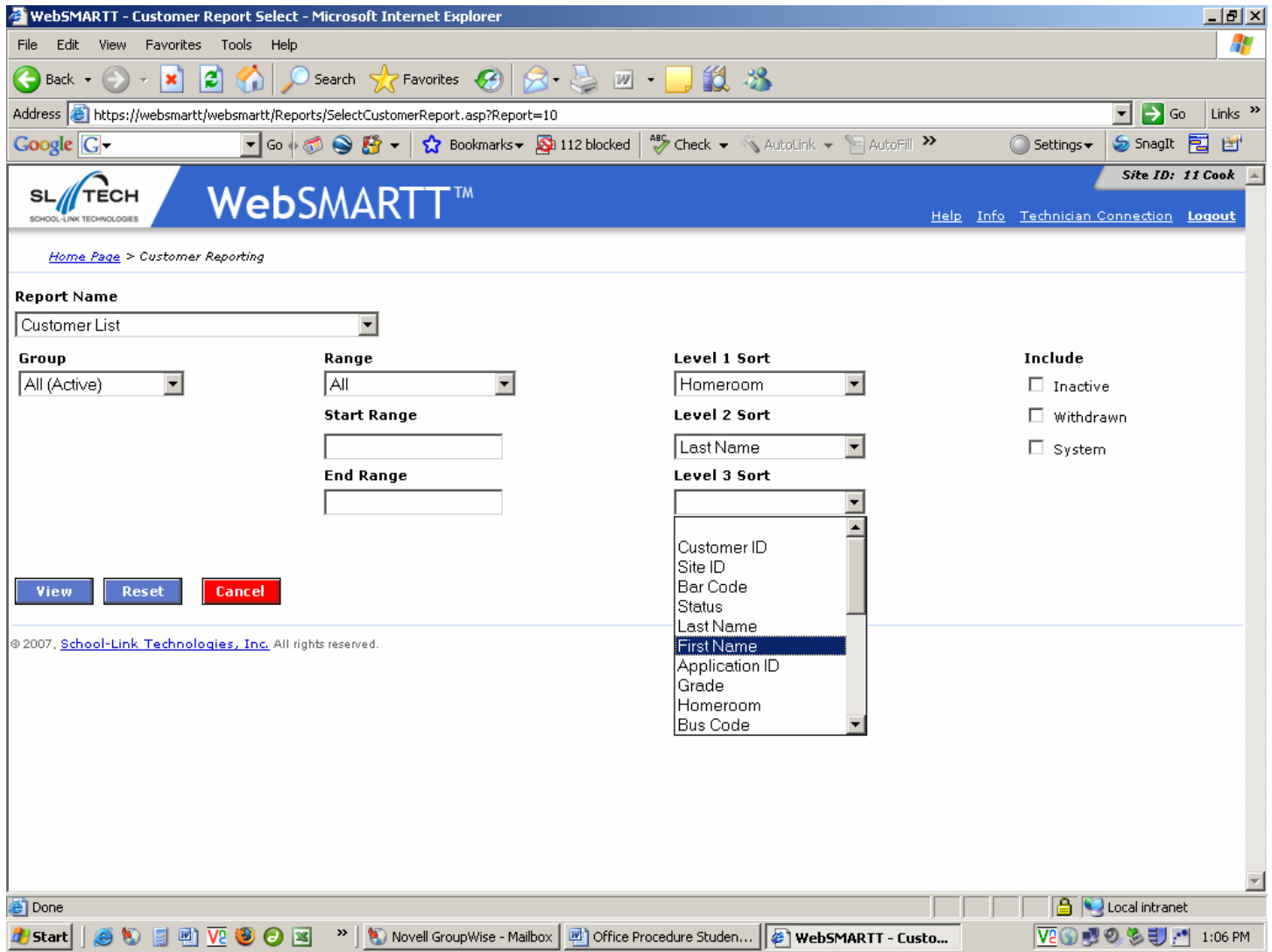


Choose **Customer List** from the dropdown menu

Keep the default selections for Group and Range
Under Level 1 Sort, select **Homeroom** from the dropdown menu



Under Level 2 Sort, select **Last Name** from the dropdown menu



Under Level 3 Sort, select **First Name** from the dropdown menu

WebSMARTT - Customer Report Select - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://websmartt/websmartt/Reports/SelectCustomerReport.asp?Report=10>

SL TECH SCHOOL-LINK TECHNOLOGIES **WebSMARTT™** Site ID: 11 Cook

[Home Page](#) > [Customer Reporting](#)

Report Name
Customer List

Group
All (Active)

Range
All

Start Range

End Range

Level 1 Sort
Homeroom

Level 2 Sort
Last Name

Level 3 Sort
First Name

Include
 Inactive
 Withdrawn
 System

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Start | Novell GroupWise - Mailbox | Office Procedure Studen... | WebSMARTT - Custo... | 1:08 PM

Select View

Crystal Reports ActiveX Viewer - Microsoft Internet Explorer

100% 1 of 1+

powered by crystal

Preview Print Report

Customer List Page 1

Site: Cook Customer Group: All (Active)
 Sort By: Homeroom, Last Name, First Name

Site	Customer ID	Bar Code	Customer Name	Status Type	Status Map	Gr.	Homeroom	Last Date Changed
11	0951643	2219	BAQUERIZO, JR C	Not Applicable	P	06	0000	08/27/2007
11	0663280		DANG, BRANDON	Not Applicable	P	KG	0000	07/30/2007
11	1591343	2026	FLORES, CHRISTOPHER	Prior Year	F	KG	0000	08/27/2007
11	1666006	4612	HOANG, VINH-KHANG L	Not Applicable	P	KG	0000	08/27/2007
11	1619894	4610	NGUYEN, ALLY	Not Applicable	P	KG	0000	08/27/2007
11	1669065	4648	NGUYEN, NAM	Prior Year	R	KG	0000	08/27/2007
11	1114652	4660	PRADO, XAMIER	Not Applicable	P	KG	0000	08/27/2007
11	1428779	2225	VELASCO, JESUS A	Directly Certified	F	04	0000	08/27/2007
11	1491986	2441	VO, WILLIAM Q	Prior Year	R	02	0000	08/27/2007
11	1668118	4613	YANG, BRIAN	Prior Year	R	KG	0000	08/27/2007

Done Local intranet

Start Novell GroupWise -... Office Procedure S... WebSMARTT - Cus... Crystal Reports ... 1:09 PM

After the report loads, you can print by clicking on the printer icon at the top left-hand corner