

# Run an Account List Report

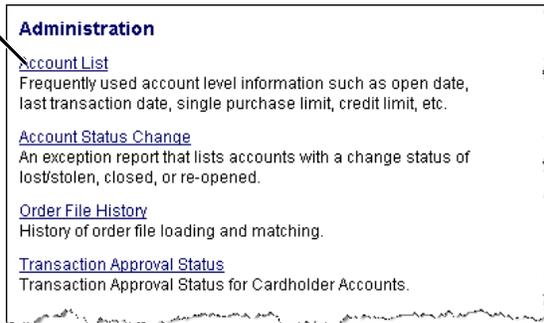
You can use this quick reference guide as a fast reminder of the basic steps for running an *Account List* report.

1

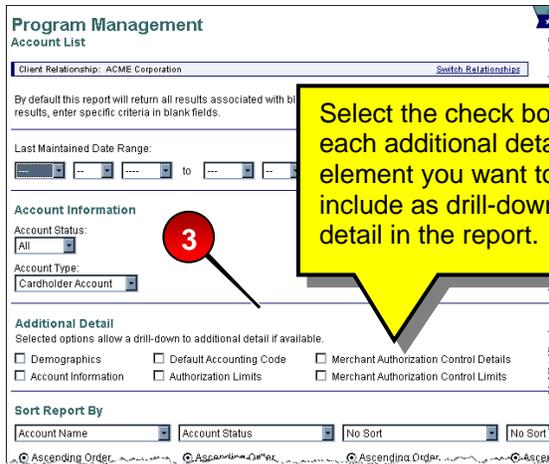


1. Select **Reporting** and then click the **Program Management** link.

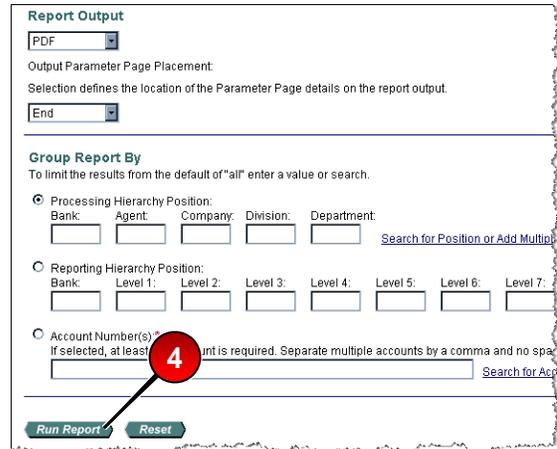
2



2. Click the **Account List** link.



3. Specify the report parameters, including date, account information, additional detail, sorting, and grouping.



4. Click the **Run Report** button.

➤ *Learn More:* For more detailed information, refer to the *Reporting* web-based training lesson and user guide available at:

<https://wbt.access.usbank.com>

Contact your program administrator for the most current passwords.

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