

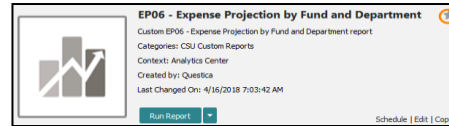


## Bookmarking Questica Financial Reports

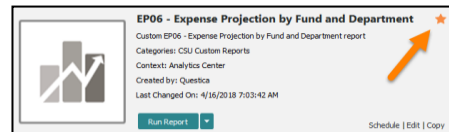
To save time, you can bookmark your favorite reports. You can run the reports from the Bookmarks. If you click the Graph icon, you can use a saved Report Parameter set

### Saving Bookmarks

- From the Analytics Center,
  - Click the desired report
  - Click the **Star** icon

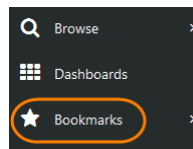


- The report will appear with the Star.

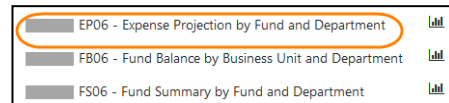


### Using Bookmarks

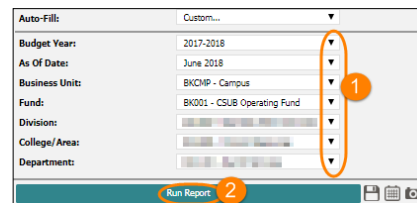
- In the Navigation pane, click **Bookmarks**



- From the list, click the desired report



- Complete the parameters and click **Run Report**



- Your report opens.

Account	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
EP06 - Expense Projection	1,234,567	1,345,678	1,456,789	1,567,890	1,678,901	1,789,012	1,890,123	1,901,234	2,012,345	2,123,456	2,234,567	2,345,678	2,456,789

### Using Bookmarks with Saved Report Parameters

- In the Navigation pane, click **Bookmarks**

