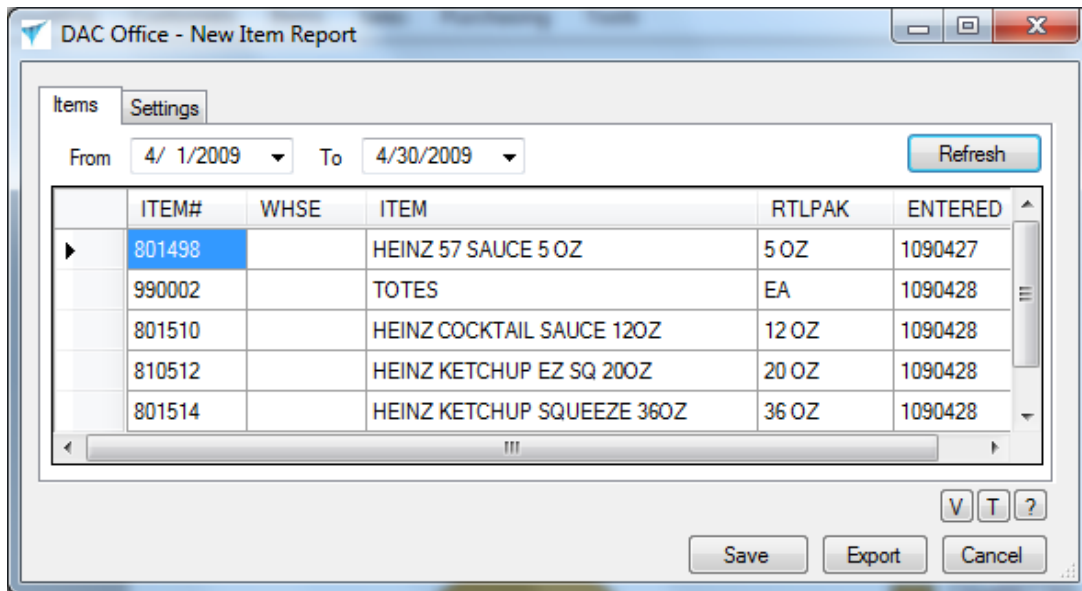


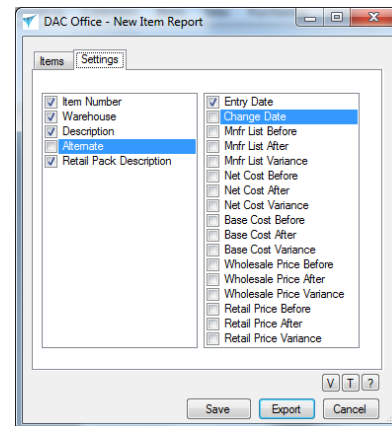
## Overview

The New Item Report displays all items entered within a specified date range. Select the From and To date and click the Refresh button to view the items in the grid.



## Settings

Click on the Settings tab to select the data to be displayed. Checking the data you want to view in the grid on the Items tab. If changes are made on the Settings tab, click the Refresh button on the Items tab to refresh the grid. Click the Save button to save your settings.



## Exported Report

Click on the Export button to create an Excel spreadsheet.

