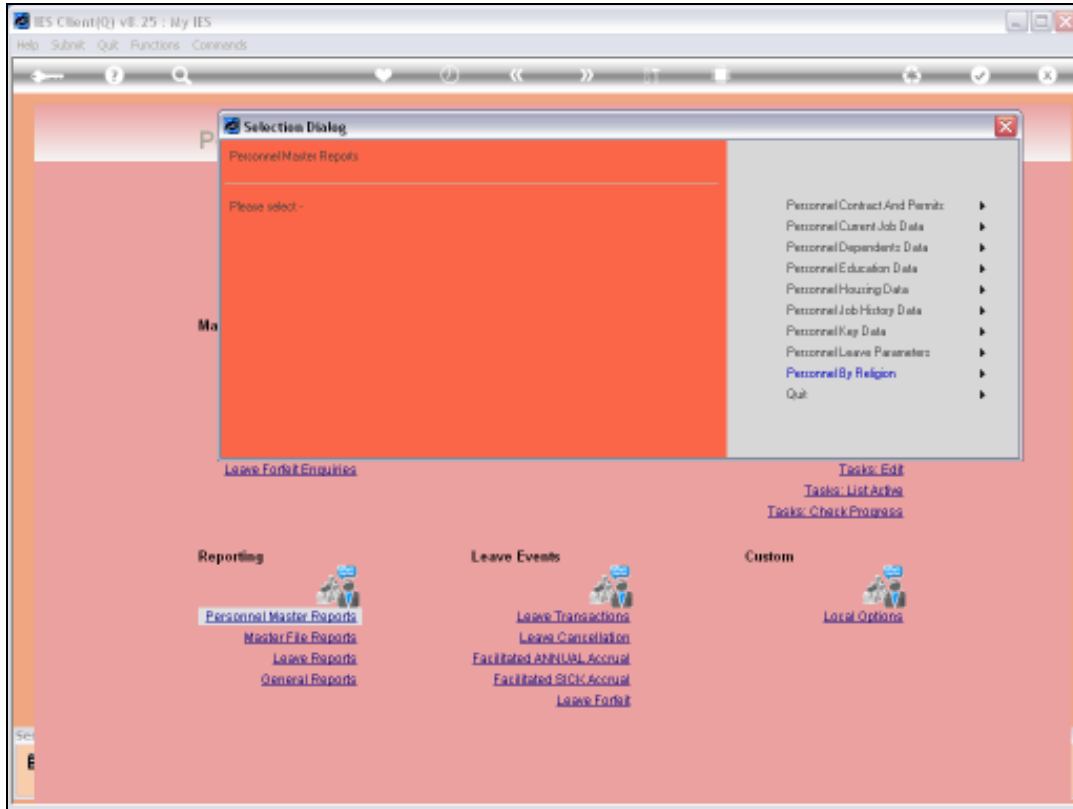
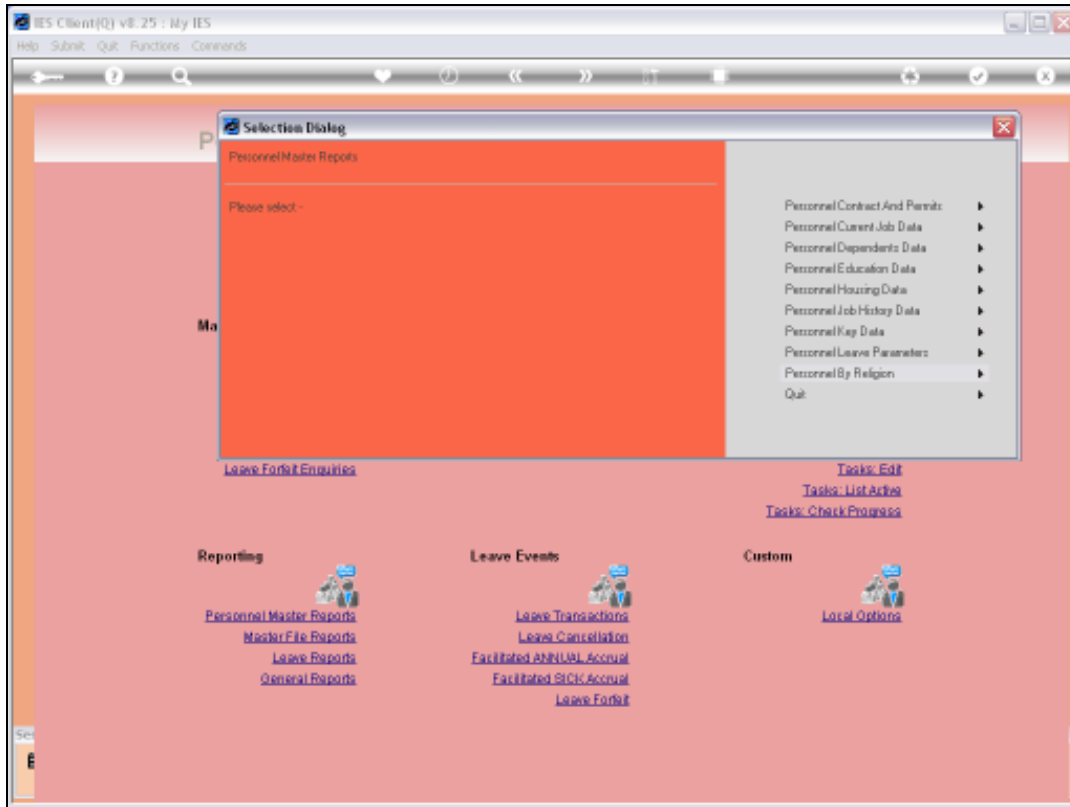


Slide 1

Slide notes: The Personnel Master Reports include an option to list the Religions of our Employees, by Department.



Slide 2
Slide notes:



Slide 3
Slide notes:

IES Client(Q) v8.25 : My IES

Help Submit Quit Functions Commands

IES REPORTS AND QUERIES: - User instructions

NAME: PERSONNEL BY RELIGION

1: - CHOOSE VERSION [Versions](#)
 Report Version: myGen version: Personnel by Religion

2: - CHOOSE SETTINGS
 Format: report
 Output: FILE
 File Type: data html file
 Template: 04: Infolab
 Report Header: Personnel by Religion

3: - CHOOSE DATA SELECTOR [Criteria/Queries](#)
 Fixed choice: PERSONNEL BY RELIGION

4: - TO e-MAIL THE RESULTS Priority: normal
 Dispatch By E-Mail Add Comm: *

Mail To: Personnel by Religion
 Mail Title: report by mail
 Message Body:

5: - ADAPT DATA SELECTION (if groups are present)
 How to filter MY CHOICE

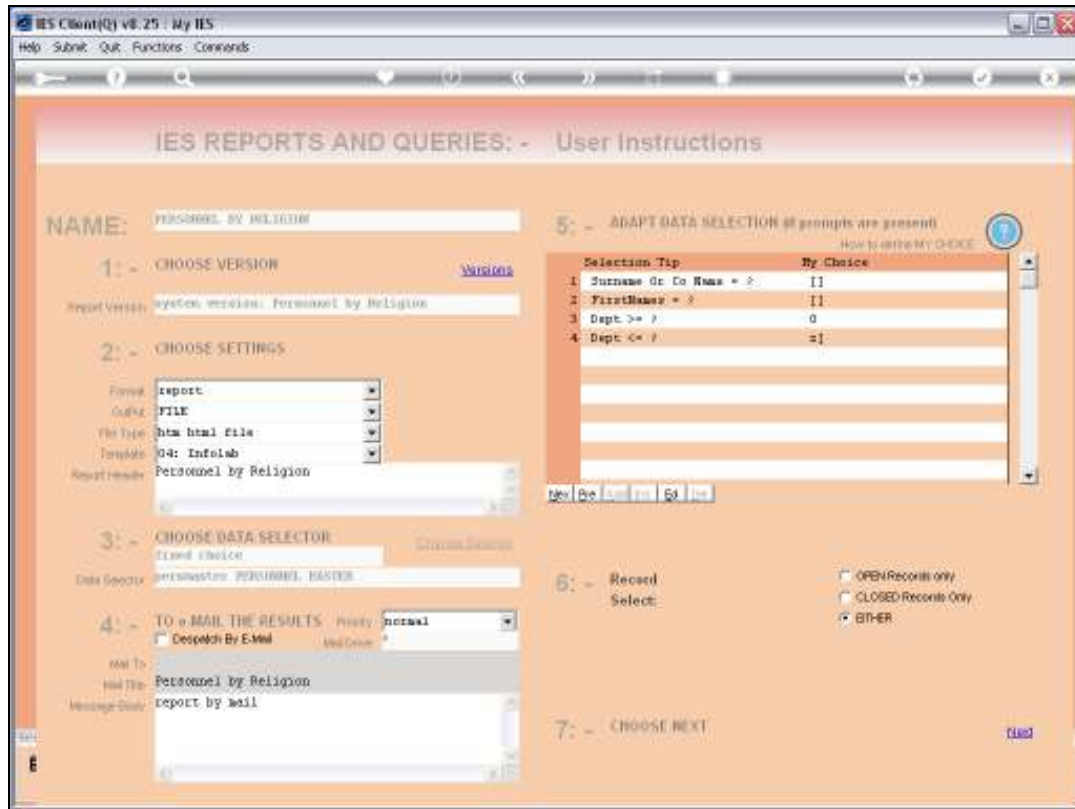
Selection Tip	My Choice
1 Surname Gr Co Name = ?	[1]
2 First Name = ?	[1]
3 Dept >= ?	0
4 Dept <= ?	=1

6: - Record Select
 OPEN Records Only
 CLOSED Records Only
 EITHER

7: - CHOOSE NEXT [Next](#)

Slide 4

Slide notes: We can be selective as to Employees and Departments to include in the result.



Slide 5
Slide notes:

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Personnel by Religion

Key	Full Name	Religion	Department
1224	Carver Larry Jeffrey	Christian	1001 Personnel
1134	Cooper Joseph Thomas	Islam	1001 Personnel
1010	Edwards Maria Susan	Islam	1001 Personnel
1189	Hill David Richard	Hindu	1001 Personnel
1139	Lewis Robert Michael	Hindu	1001 Personnel
1136	Martin Michelle Laura	Hindu	1001 Personnel
			**
1003	Floris Karen Betty	Islam	1002 Accounting
1002	Young Charles Joseph	Islam	1002 Accounting
			**
1026	Adams Anthony Kevin	Islam	1003 Operational
1081	Adams Donald George	Christian	1003 Operational
1134	Adams Elizabeth Jennifer	Islam	1003 Operational
1185	Adams John Robert	Islam	1003 Operational
1133	Adams Kevin Jason	Islam	1003 Operational
1119	Allen Daniel Paul	Christian	1003 Operational
2034	Allen Jose Larry	Buddhism	1003 Operational
1094	Allen Jose Larry	Islam	1003 Operational
1163	Allen Matthew Gary	Buddhism	1003 Operational
2027	Allen Paul Mark	Islam	1003 Operational
1068	Anderson Donald George	Islam	1003 Operational
1156	Anderson Frank Scott	Buddhism	1003 Operational
1035	Anderson Gregory Jerry	Christian	1003 Operational
1172	Anderson Jeffrey Frank	Islam	1003 Operational
1117	Basler Eric Stephen	Christian	1003 Operational

Slide 6

Slide notes: And the Report can also be customized to include other or more columns.