

Oakland County Assessment and Taxation Training

Assessment BS&A Application Beginner Report Class

Prerequisite:

Getting Started

Who should take this class?

This class is designed for students who wish to print system reports and create simple reports.

What is covered in the class?

The student will learn how to save, use sorts and simple queries to create reports. The student taking this class should be able to get around in the application and should have already taken the Getting Started class. Students will learn how to navigate through the following:

- BS&A System Reports
- CVT Generated Reports
- Saving/Adding a New Report for Your CVT
- Report Setup Screen
- Simple query and sorts