Opening the Reports window or Reports tab

➢ Perform one of the following actions:

To display the Reports window or tab	Do this
In Proofer Viewer or Controller Viewer	In the Proofer Viewer or Controller Viewer, click the **Reports** button.
In Proofer Administrator	1. Open the Proofer Administrator. 2. Click the proofer you want to connect to, and click the **Reports** tab.