

# Data Entry Specific Reports

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**Overview**

Reports have been created to assist data entry persons verify and validate data entered into IMS. This link will take the data entry person to reports that have been created specifically for data entry personnel.

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**Uniform Data Entry Procedure**

At this time, there are no Uniform Data Entry Procedures related to Data Entry Specific Reports.

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**Access to Screen**

From the Main Menu, select Data Entry Specific Reports under the Reports section.

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**Use Data Entry Specific Reports**

1. Click on Data Entry Specific Reports under the Reports section.
  2. Follow the protocol for running reports.
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