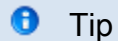


Disabling Reports

The disabled Report will not execute at the scheduled time. However, the Report remains in the list and can be enabled again for execution.



Tip

You can disable the Report in the "Edit Report" window. See [Changing Reports](#).

Follow the instructions below to disable one or several Reports in the "Reports" list.

1. Click on "Reporting" in the Main Menu to access the "Reporting" page.



2. In the "Reports" list, select one or several Reports by selecting the appropriate corresponding checkboxes in the first column.

<input type="checkbox"/> Disable Selected <input type="checkbox"/> Enable Selected <input type="checkbox"/> Delete Selected			Frequency	Last Run Time	Next Run Time	
Enabled		Name				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	On Demand	12/18/10 12:52 PM	--	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Report1	On Demand	12/16/10 3:21 AM	--	

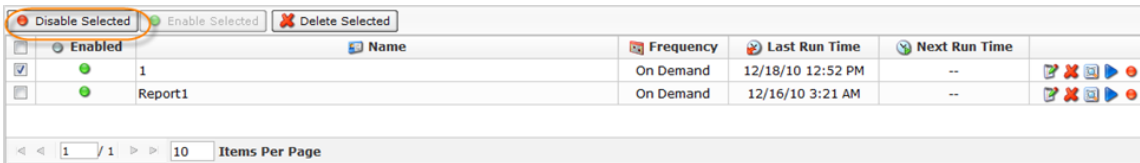
<< 1 / 1 >> 10 Items Per Page



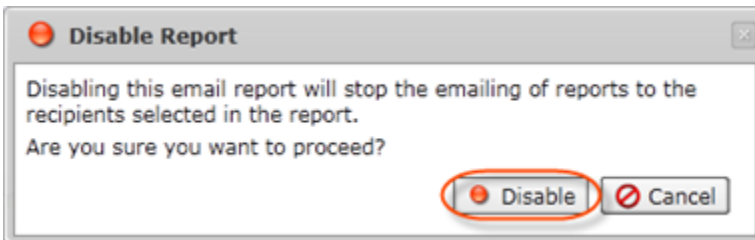
Note

You can also disable a Report by unchecking the appropriate option in the "Edit Report" window. See [Changing Reports](#).

3. Click on "Disable Selected" in the "Reports" list toolbar.



4. In the opened dialog, click "Disable" to disable all selected Reports at once.



5. The disabled Policies are marked by the red icon in the "Reports" list.

