

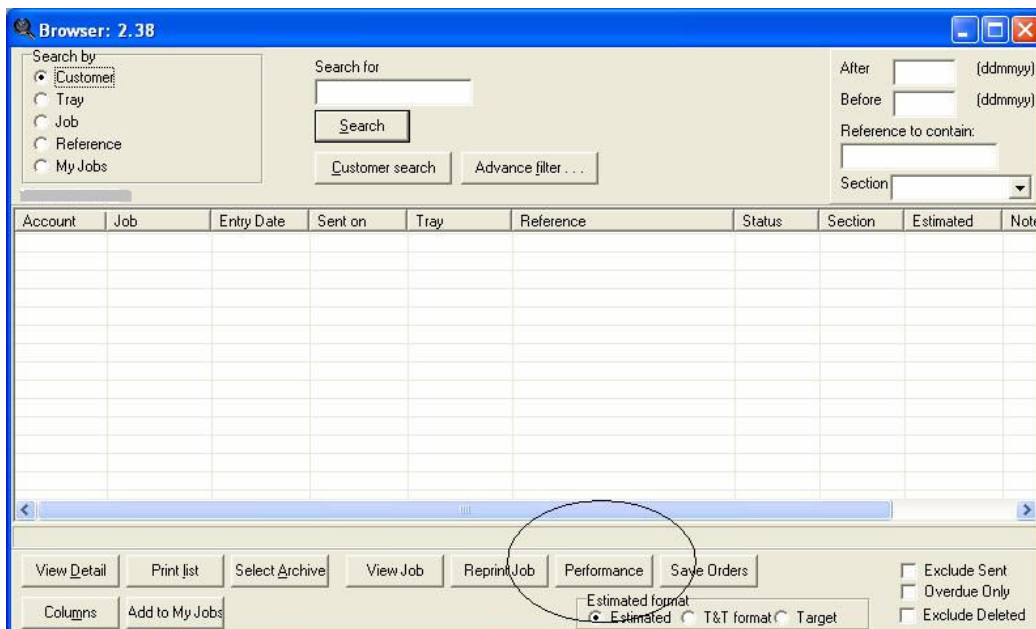
## Sending data to drs

### Step 1

Run Browser.

### Step 2

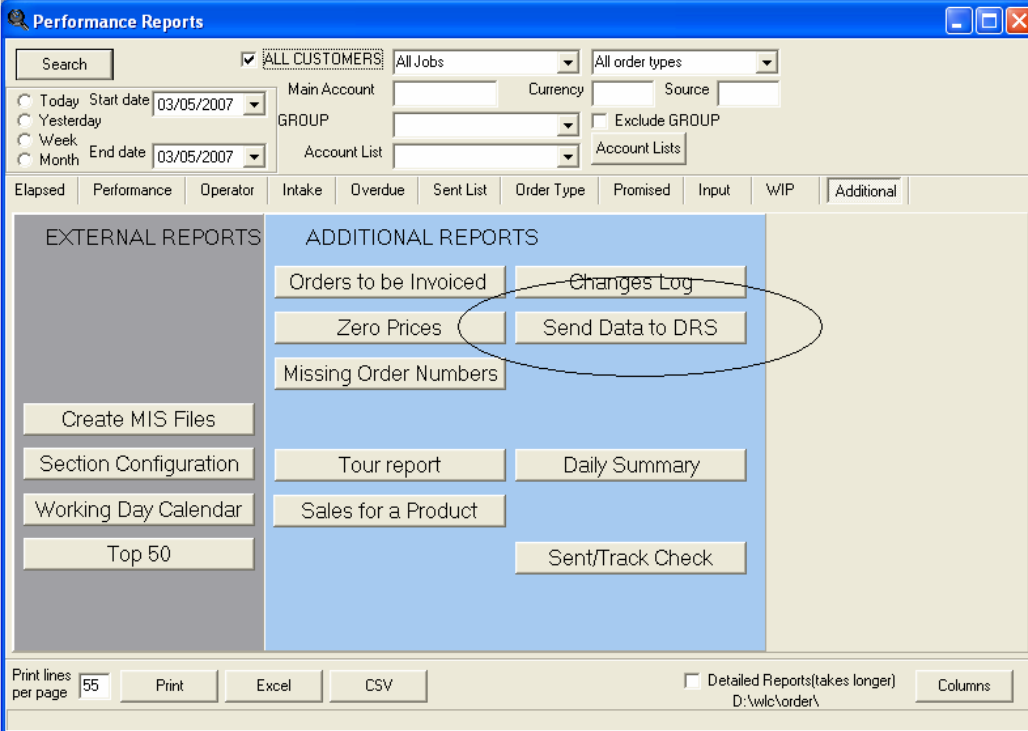
Click on the Performance button





## Step 4

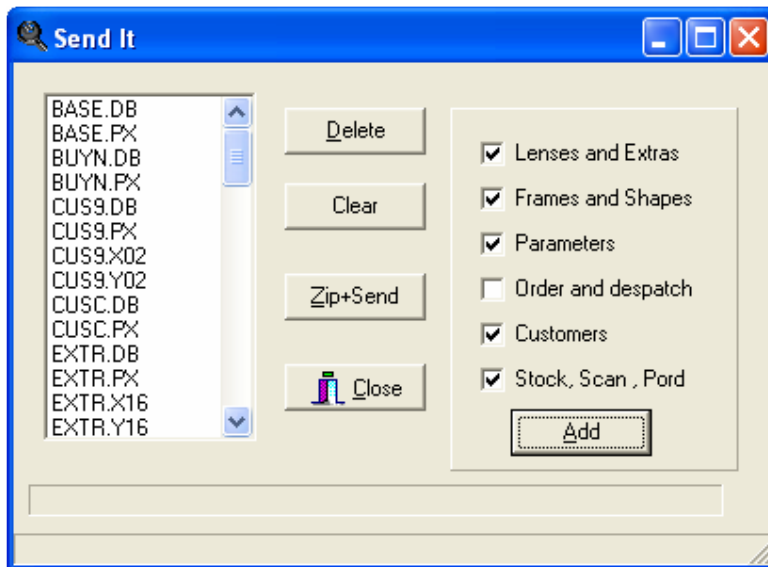
Click on the Send Data to DRS button



The screenshot shows the 'Performance Reports' application window. The interface includes a search bar, a filter section with 'ALL CUSTOMERS' checked, and various dropdown menus for 'All Jobs', 'All order types', 'Main Account', 'Currency', 'Source', 'GROUP', and 'Account List'. There are also date pickers for 'Start date' and 'End date' set to 03/05/2007. Below the filter section is a tabbed interface with 'Elapsed', 'Performance', 'Operator', 'Intake', 'Overdue', 'Sent List', 'Order Type', 'Promised', 'Input', 'WIP', and 'Additional' tabs. The 'Performance' tab is active, showing a grid of report buttons. The 'Send Data to DRS' button is circled in red. At the bottom, there are options for 'Print lines per page' (set to 55), 'Print', 'Excel', 'CSV', and a checkbox for 'Detailed Reports(takes longer)' with a file path 'D:\wlc\order\'.

## Step 5

Click on the Clear button to remove data previously sent.



## Step 6

Check each of the boxes that represent the type of data you wish to send to drs support.

Generally the “Order and despatch” and “Stock, Scan, Pord” options aren’t required and take a long time to transmit. Only select those options if specifically asked to by drs support.

## Step 7

Click on the Add button.



## **Step 8**

Click on the Zip and Send button.

The process may take a few minutes depending on the speed of your internet connection and the type of data that was selected.