Introduction to SALE COMPS







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Map View

A Sale Comps search begins on the map you see here.

The pins represent commercial properties.

- 2 The properties on the right are your search results.
- The buttons on the left of the map let you interact with it. You can narrow your search to focus within a certain radius, add layers (including heat maps and national retailers), draw a custom search area, select a particular location, and more.
- The same location settings are also available in the Filters menu, along with other options for customizing your search.



THE INTERFACE

Filter Navigation



- 1 The filters bar above the map lets you customize your search. This is where you'll type in your desired address or location, select your property type, and enter other basic search parameters.
- 2 To see additional filters, click the Filters button to the right of the bar.
- 3

To use this menu, navigate to the desired category and select or type in what you need. You can use the categories at the top to jump directly to that category's filters.



PERFORMING A SEARCH

Entering Basic Filters



1

To begin performing a search, select your basic filters, such as Address or Location, Property Type (or types), Sale Date, Property Size, Sale Price, Cap Rate, and CoStar Rating (building quality). You can enter these in whichever order you prefer.



PERFORMING A SEARCH

Entering Additional Filters





You can enter additional filters by using the Filters button to open the Filters menu.

2 When you have entered all your desired filters, click the Filters button or the Done button to close the Filters menu and view your search results.



They will be to the right of the map.





UNDERSTANDING THE FILTERS MENU

Tabs

The Filters menu lets you narrow your search in a variety of ways. The more filters you select, the fewer search results your search will provide. You'll notice that most of the filters are organized by tabs. Each of these tabs denotes a specific group of filters. Clicking a tab scrolls the menu to the section the tab denotes.

- **Location:** The Location filters are accessible at the top of the Filters menu and in the Location button on the map. Use these to narrow your search by market, submarket, state, county, city, and more.
- **Primary:** This section covers your basic property information, including the filters from the bar above the map.
 - **Building:** This section contains filters related to the building specifications and quality, such as the building class, year built, and more.
 - **Sale:** This section is useful for narrowing your search based on sale-related parameters, such as Sale Date and Sale Status.
 - **Capital:** Use the Capital filters to narrow your search based on buyer and seller attributes such as their type and whether they are local, national or foreign.
 - Tenants: These filters narrow your search based on retail tenant-related criteria.
 - **Contacts:** Use these filters to narrow your search based on true owner, leasing company, or other contact information.
 - **Assessment:** This section lets you narrow your search based on assessed values, including improvements.
- **Demographics:** The Demographics filters let you narrow your search based on demographic parameters for example, properties within a certain range of household income.



Important Filters

The individual filters you use most will depend on your specific use cases, but here are some particularly important filters:

- **Sale Date:** This filter can be found in in the Primary and Sale sections, as well as in the filters bar above the map. Use it to search for records with sale dates that occurred within a certain timeframe.
- 2 Sale Status: This filter can be found in the Primary and Sale sections. CoStar tracks properties that have sold as well as properties that are under contract or currently for sale; use this filter to isolate your preferred categories.
- 3 Include/Exclude options: These filters can be found in the Primary and Sale sections and allows you to expand or narrow your search based on common categories – for example, excluding condo sales or including NNN sales only.
- 4 Sale Conditions: This filter can be found in the Primary and Sale sections (below what you see here) and lets you narrow your search based on whether the sale was done as part of a 1031 exchange, whether it was an auction sale, and more.







ORGANIZING YOUR SEARCH RESULTS

Options for Organizing

There are a few ways to organize your search results:

- You can use the Sort options to organize by a particular category. These options are located within the Sort menu above your search results.
- You can click the check mark in the top right of a search result to bring up sorting options for that particular result.





ORGANIZING YOUR SEARCH RESULTS

Options for Organizing (cont.)

You can use the buttons on this menu or the icons in the search result to Favorite a property or remove it from your results.

- 3 Clicking Add to Favorites or the heart icon on the property photo will add it to your Favorites.
- 4 Clicking the minus sign under the check mark will remove it from your results. The minus sign appears when you hover over a search result.
- 5 The Remove Selected button is another way to remove selected properties from your results.
- 6 Remove Unselected is available if you have 500 or fewer results and will remove all properties you have not selected.
 - You can click the X to close this menu.





Reviewing a Sale Comparable Record's Information

Options for Reviewing

There are two ways to review a sale comparable record's information.

If you want to do it in Map View, you can click View More on the search result. This lets you examine some of the record's information while still keeping the map in view.

To view all of the record's information, click on the property's address or photos. This will bring you to the record's Detail Page.





2

REVIEWING A SALE COMPARABLE RECORD'S INFORMATION

Options for Reviewing (cont.)

A Detail Page contains all the information CoStar has on the property. You'll use this to see if a property meets your needs. The Detail Page is organized by tabs.

- **Summary:** Here you'll find basic information about the last known sale, as well as summarized bits of information from the other tabs.
 - The Buyer and Seller sections show you the available information on the parties involved in the sale, including the true buyer and true seller in some cases.
 - The Transaction Details section gives you a readout of the basic details of the sale, such as the sale date, sale price, and how long the property was on the market.
 - The Sale Notes section offers additional context for the sale.
 - If documents are available, you can examine them in the Documents section here and on the Property tab to get even more detail.
 - Available assessment data for the last known sale will appear here in the Assessment at Sale section.
 - Find information on where the market stood at the time of the sale in the Market at Sale section.

Property: The Property tab holds information about the building, its location and surrounding infrastructure.

- If documents are available, you can examine them in the Documents section here and on the Summary tab to get even more detail.
- If assessment data for the most recent assessment is available, it will appear here.



Lease: The Lease tab contains the stacking plan, any lease comparables, and any available information about the building's available spaces.

Sale Comps: The Sale Comps tab contains similar sale comparable records and available information on prior sales.

Analytics: The Analytics tab contains analytic information on the property, submarket, and market.

Tenant: The Tenant tab contains any available information on the current tenants as well as the stacking plan.

Public Record: If public record information is available for the property, it can be viewed here.

• If available, you can see historical assessment and tax information in the Assessment section.



REVIEWING A SALE COMPARABLE RECORD'S INFORMATION

Options for Reviewing (cont.)

Demographics: This is where you'll find stats on demographic factors such as the area's population, household income, and more.

Contacts: This tab shows all contacts associated with the last known sale, as well as their contact information. A research contact is also displayed at the bottom should you need help finding additional building information.

Images: The images you see on the right of the Summary page can be viewed more easily here.

Map: This will show you the property on a Google map, complete with street view and enhanced with CoStar's analytic layer options.

Condo Sold: 57	5 7th St NW, 2nd Floor		****
office Condo - Fast	End Submarket Nov 24 2020 \$70M	\$850 32 469 20 568 2003 / 2017	LEED any
Vashington, DC 200	2004 • Website Sale Date Sale Price	e Price/ 4 F RBA Condo SF Built / Renov	
ummary Propert	y Lease Sale Comps Analytics Tenant Public	Record Demographics Contacts Images Map	
Buyer		Seller	A STATE OF THE STA
Recorded Buyer	Terrell Place Property LLC	Recorded Seller AARP 650 F 2-3 LLC	A AN ACCOUNT OF A A A A A A A A A A A A A A A A A A
True Buyer	Beacon Capital Partners	Recorded Seller AARP 650 F 4-5, LLC	The second s
	200 State St Roston MA 02100	Irue Seller AARP	
	(617) 457-0400	Washington DC 20049	
	(617) 457-0499	(202) 434-2277	
		(202) 434-7599	
Buyer Contacts	John Lawrence	Collec Constants Controlate 5	
Country of Origin	United States	Seller Contacts Scott Flicting ES	
Buyer Origin	National	Country of Origin United States	
Buyer Type	Private Equity	Seller Origin Local	
Secondary Type	Equity Funds	Seller Type User	
Activity (Last 5 Yrs)	\$6.5B (Acquisitions) / \$9.7B (Dispositions)	Secondary lype Corporate/User	
True Buwer	GIC Baal Estate	Condo	
nuo bujor	156 W 56th St		
	New York, NY 10019	Unit Multiple Floors	
	(212) 468-1900	Breakdown 2nd Floor Office 20.568 SF	
	(212) 468-1927	3rd Floor Office 20,565 SF	
Country of Origin	Singanore	4th Floor Office 20,565 SF	AC
Buver Origin	National	5th Floor Office 20,565 SF	
Buyer Type	Institutional		
Secondary Type	Sovereign Wealth Fnd	Sale Notes	
Activity (Last 5 Yrs)	\$8.9B (Acquisitions) / \$4.5B (Dispositions)	This transaction is being researched.	
True Buyer	Korea Investment Corporation	Buyer Broker	
	250 W 50th St		
	New York, NY 10019	No Buyer Broker on Deal	THE STATE OF THE SECTION OF THE SECT
	(212) 644-0925		
Country of Origin	Korea, Republic of (South)		
Buyer Origin	National	Listing Broker	
Buwer Turne	Institutional		





Overview

List View is another way to view your search results. It shows you your results in a format similar to a spreadsheet. You can modify the table layout, sort the columns, and view information on other tabs.

Navigate to List View from Map or Analytics View using the List button in the upper right corner.

≡	➡ Menu ● ⑦ CoStar 6										66 Records / 5	1 Properties		
Wash	ington, DC × Office	 After 12 	/4/17	▼ 10K - 100K	- Sale P	rice 👻 Cap	Rate 🔹 🗘		Clear 🚔	E Filters 😨 Sort	Save Reports	More 🗸	1	
Sale Comps Buyers Sellers Buyer Brokers Listing Brokers Lenders														
	Address	City	State	Property Type	Size (SF)	Rating	Sale Price	Price/SF	Sale Date	Sale Status	Asking Price	% Leased	Actual Cap Rate	Pro Forma Cap Ra
\odot	575 7th St NW, 2nd FI - Terrell Place (Co	Washington	DC	Office	82,263	****	\$70,000,000	\$850.93	11/24/2020	Sold		98.2		
\odot	1301 Connecticut Ave NW (Part of a 2 Pr	Washington	DC	Office	59,622	****	\$28,277,388	\$474.28	10/26/2020	Sold		66.7		
\odot	600 Maryland Ave SW, 10th FI - Capital	Washington	DC	Office	25,000	****			6/25/2020	Sold		100.0		
\odot	600 Maryland Ave SW, 9th FI - Capital G	Washington	DC	Office	25,000	****			6/25/2020	Sold		100.0		
\odot	600 Maryland Ave SW, 8th FI - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold		100.0		
\oslash	600 Maryland Ave SW, 7th FI - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold		100.0		
\odot	600 Maryland Ave SW, 6th FI - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold		100.0		
\odot	600 Maryland Ave SW, 5th FI - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold		100.0		
\odot	600 Maryland Ave SW, 4th FI - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold		100.0		
\odot	600 Maryland Ave SW, 3rd FI - Capital G	Washington	DC	Office	35,359	****			6/25/2020	Sold		100.0		
\oslash	600 Maryland Ave SW, 2nd FI - Capital G	Washington	DC	Office	35,231	****			6/25/2020	Sold		100.0		
\odot	600 Maryland Ave SW, 1st FI - Capital G	Washington	DC	Office	24,113	****			6/25/2020	Sold		100.0		
\odot	600 Maryland Ave SW, 6th FI - Capital G	Washington	DC	Office	37,585	****			6/25/2020	Sold		100.0		
\odot	600 Maryland Ave SW, 5th FI - Capital G	Washington	DC	Office	37,585	****			6/25/2020	Sold		100.0		
\odot	600 Maryland Ave SW, 4th FI - Capital G	Washington	DC	Office	37,585	****			6/25/2020	Sold		100.0		
\odot	600 Maryland Ave SW, 3rd FI - Capital G	Washington	DC	Office	37,585	****			6/25/2020	Sold		100.0		
\oslash	1215 3rd St NE	Washington	DC	Office	22,830	****	\$48,500,000	\$2,124.40	6/15/2020	Sold		100.0		
\odot	1509 16th St NW	Washington	DC	Office	32,000	****	\$26,500,000	\$828.13	4/17/2020	Sold		0.0		
\odot	800 Maine Ave SW, 9th FI - The Wharf (C	Washington	DC	Office	63,681	*****	\$45,002,408	\$706.69	3/13/2020	Sold		100.0		
\odot	1313 L St NW	Washington	DC	Office	84,040	****	\$34,650,000	\$412.30	2/6/2020	Sold		100.0		
CoSta By using	r Realty Information, Inc. 2020. All rights reserved. This site, you agree to cur Terms of Use.					<	1 2 3 4	>					Show 20 per page	Modify Table



Tabs

2

Sale Comps: Displays basic information about your search results, such as their associated addresses, building names, and more.

Buyers: Shows you the buyers associated with your search results.

Sellers: Shows you the sellers associated with your search results.

Buyer Brokers: Shows you the buyer brokers associated with your search results.

Listing Brokers: Shows you the listing brokers associated with your search results.

Lenders: Shows you the lenders associated with your search results.

≡	Menu 🏩 ?					CoSt	ar™						
Wash	ington, DC X Office	▼ After 12/4/	17	▼ 10K - 100K	▼ Sale P	rice 👻 Cap Ra	te 👻 ជំជំ		Clear 🚔	Filters 🛛 Sort	Save F	Reports	Мо
Sale	Comps Buyers Sellers Buyer Br	okers Listing Broker	rs Lend	lers 2									
	Address	City	State	Property Type	Size (SF)	Rating	Sale Price	Price/SF	Sale Date	Sale Status	Asking Pr	rice	% Le:
\odot	575 7th St NW, 2nd FI - Terrell Place (Co	Washington	DC	Office	82,263	****	\$70,000,000	\$850.93	11/24/2020	Sold			
\odot	1301 Connecticut Ave NW (Part of a 2 Pr	Washington	DC	Office	59,622	****	\$28,277,388	\$474.28	10/26/2020	Sold			
\odot	600 Maryland Ave SW, 10th FI - Capital	Washington	DC	Office	25,000	****			6/25/2020	Sold			1
\odot	600 Maryland Ave SW, 9th FI - Capital G	Washington	DC	Office	25,000	****			6/25/2020	Sold			1
\oslash	600 Maryland Ave SW, 8th Fl - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold			1
\odot	600 Maryland Ave SW, 7th FI - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold			1
\odot	600 Maryland Ave SW, 6th FI - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold			1
\oslash	600 Maryland Ave SW, 5th FI - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold			1
\oslash	600 Maryland Ave SW, 4th Fl - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold			1
\odot	600 Maryland Ave SW, 3rd Fl - Capital G	Washington	DC	Office	35,359	****			6/25/2020	Sold			1
\oslash	600 Maryland Ave SW, 2nd FI - Capital G	Washington	DC	Office	35,231	****			6/25/2020	Sold			1
\odot	600 Maryland Ave SW, 1st FI - Capital G	Washington	DC	Office	24,113	****			6/25/2020	Sold			1
\oslash	600 Maryland Ave SW, 6th FI - Capital G	Washington	DC	Office	37,585	****			6/25/2020	Sold			1
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\oslash	600 Maryland Ave SW, 4th FI - Capital G	Washington	DC	Office	37,585	****			6/25/2020	Sold			1
\odot	600 Maryland Ave SW, 3rd FI - Capital G	Washington	DC	Office	37,585	****			6/25/2020	Sold			1
\oslash	1215 3rd St NE	Washington	DC	Office	22,830	****	\$48,500,000	\$2,124.40	6/15/2020	Sold			1
\odot	1509 16th St NW	Washington	DC	Office	32,000	****	\$26,500,000	\$828.13	4/17/2020	Sold			
\odot	800 Maine Ave SW, 9th FI - The Wharf (C	Washington	DC	Office	63,681	****	\$45,002,408	\$706.69	3/13/2020	Sold			1
\odot	1313 L St NW	Washington	DC	Office	84,040	****	\$34,650,000	\$412.30	2/6/2020	Sold			1
© CoSta	r Realty Information, Inc. 2020. All rights reserved.					1	2 3 4	N					



LIST VIEW

2

Selection and Removal Options

- As in Map View, clicking the blue check mark will show you a menu with options to remove the property, remove all properties not selected, or add the property to your Favorites.
- A minus sign will appear to the right of this check mark when you hover over the search result. Clicking the minus sign will remove the property from your search results.

Ξ	Menu 🌔					🛟 Co	Star™			
Washi	nington, DC X Office	 After 12 	2/4/17	▼ 10K - 100K	Sale F	Price 🗸 Cap	o Rate 🔍 ជាវ		Clear 💲	E Filters 7
Sale C	Comps Buyers Sellers Buyer Br	rokers Listing Bro	okers L	enders						
	Remove Selected Remove Unsele	ected Add To Fav	orites	1						
	Address	City	State	Property Type	Size (SF)	Rating	Sale Price	Price/SF	Sale Date	Sale Stat
00	575 7th St NW, 2nd FI - Terrell Place (Co	Washington	DC	Office	82,263	****	\$70,000,000	\$850.93	11/24/2020	Sold
6	1301 Connecticut Ave NW (Part of a 2 Pr	Washington	DC	Office	59,622	*****	\$28,277,388	\$474.28	10/26/2020	Sold
2	600 Maryland Ave SW, 10th FI - Capital	Washington	DC	Office	25,000	****			6/25/2020	Sold
\odot	600 Maryland Ave SW, 9th FI - Capital G	Washington	DC	Office	25,000	****			6/25/2020	Sold
\oslash	600 Maryland Ave SW, 8th FI - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold
\oslash	600 Maryland Ave SW, 7th FI - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold
\oslash	600 Maryland Ave SW, 6th FI - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold
\oslash	600 Maryland Ave SW, 5th FI - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold
\odot	600 Maryland Ave SW, 4th FI - Capital G	Washington	DC	Office	32,223	****			6/25/2020	Sold
\odot	600 Maryland Ave SW, 3rd FI - Capital G	Washington	DC	Office	35,359	****			6/25/2020	Sold
\odot	600 Maryland Ave SW, 2nd FI - Capital G	Washington	DC	Office	35,231	****			6/25/2020	Sold
\odot	600 Maryland Ave SW, 1st FI - Capital G	Washington	DC	Office	24,113	****			6/25/2020	Sold
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\oslash	600 Maryland Ave SW, 4th FI - Capital G	Washington	DC	Office	37,585	****			6/25/2020	Sold
\odot	600 Maryland Ave SW, 3rd FI - Capital G	Washington	DC	Office	37,585	****			6/25/2020	Sold
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\odot	1509 16th St NW	Washington	DC	Office	32,000	****	\$26,500,000	\$828.13	4/17/2020	Sold
\odot	800 Maine Ave SW, 9th FI - The Wharf (C	Washington	DC	Office	63,681	*****	\$45,002,408	\$706.69	3/13/2020	Sold





Overview

The Analytics dashboard is another way to view information from your search results and is customized to your specific result set.

You can navigate to the dashboard from Map or List View using the Analytics button in the upper right corner.

2

- 2 The information is organized by tabs; you can use a tab to jump to that section.
- 3 The **Summary section** provides a topline view of particularly important stats. When used in conjunction with a saved search, this area functions as a readout of key performance indicators for a set of properties.
 - The Key Performance Indicators

(KPI) area in this section lets you view the information on key performance indicators such as Cap Rate and Sales Volume. You can customize the time range using the options in the upper right corner of this section.

Menu	🌲 🕜 🏠 CoStar									66 Record	s∕51 Properties		
Washington, DC	× Office	• After 12/4/1	7 🔹	10K - 100	K 🗸 Sale Price	✓ Cap Rate	• \$\$\$\$\$	7 C	lear 🛱 Filters 🥑 Sort	Save Reports	More -	1	
Summary Sales	Players Rent Va	acancy/Availability	Data										Char
			CAP RATE	SALE PRICE/S	AVERAGE SALE PRICE	SALES VOLUME S	SALE VS ASKING PI	RICE AVERA	GE SF MONTHS TO SALE				
3			5.6%	\$397	'\$17M	\$833M	-10.9%	36	7K 10.8				
	Sales Volume	Search	Lowest	Highest	Sales Price	Search	Lowest	Highest	For Sale	Search	Lowest	Highest	
	Transactions	63			Cap Rate	5.6%	4.0%	7.9%	Listings	3			
	Sales Volume	\$833M	\$40K	\$70M	Sale Price/SF	\$397	\$0	\$1,409	For Sale SF	104K	22.3K	48K	
	Properties Sold	48	- 11.5V	-	Average Sale Price	\$17M	\$40K	\$70M	List Price/SF	\$650	\$650	\$650	
	Average SF	2.3M 36.7K	11.5K	966	Sale vs Asking Price	-10.9%	-10.9%	-10.9%	Cap Hate Average SE	34.8K	22 3K	48K	
	Key Performance In	Typical Range	Extrem	e Range	0	10 Yea	ars Average (2010 - 2	020)	Inflation Adjuste	d I Time Range	1Y 3Y 5Y	10Y All	
4	Vacancy					6.73%	•	9.79%					
	m			3.40%	5.46%		8.41%		11.37%			15.50%	
	12 Month Net Absorption SF						34,	179	115.282				
	and the state of t	(310,060)				(97,557)	2,010	1	02,102		272,571		
	12 Mo Net Delivered SF	(81,996)			0								
		(81,996)	(51,586	0			94,692			221,500 221,500			
	Annual Rent Growth				0.1%	0.7%							



ANALYTICS

5

Overview (cont.)

The majority of the dashboard

consists of analytic charts detailing a wide range of metrics. You can use these charts to see long-term trajectories for cap rates, sale prices, and much more.

- 6 In addition to the tab navigation, you can scroll to a specific chart or select one using the Charts drop-down menu in the upper right.
- Clicking the Chart Detail button in the upper right of a chart will expand the chart to full screen.





ANALYTICS

9

Overview (cont.)

- 8 Use the options above the chart on the right to adjust the visible timeframes, generate a PDF of the chart, and download the raw data.
 - To return to the dashboard, click the Back button in the upper left.







SAVED SEARCHES

How to Save and Access a Search



1

When you want to save a search, click the Save button in the upper right of Map, List, or Analytics View and select Save Current Search from the drop-down menu.

- 2 You'll enter a name for your search, an associated folder if desired, and the name or email address of anyone you want to share the search with.
- You'll also have the option to turn on alerts make sure to do this so you receive notifications when a significant change occurs within your search results.



SAVED SEARCHES

How to Save and Access a Search (cont.)



4

You can view a list of saved searches and load a saved search using the Save button's drop-down menu.

5

There is also a dashboard available at the top of the menu in the upper left corner where you can view, load, and further organize your saved searches.





REPORTS Overview

Generating a report is simple.



Narrow your search to the properties for which you want to generate a report, then click the Reports button in the upper right of Map, List or Analytics View.





REPORTS

Overview (cont.)



2 Select a type of report from the list.

- Once you check the box next to your desired report, click Next.
- 4

Use the following window to adjust the displayed information to your liking, then click Generate Report. Your report will automatically generate and pop up when it's ready.



3



