

## The Argos Report Viewer Training

Introduces Argos, explains how to navigate the interface, and how to run a report. It also covers the various support resources available to Argos users.

- Navigation - explorer view vs shortcut view
- Datablocks – what you as a user needs to know
- Dashboards – Dashboard controls, types, forms
- How to use a multi-column list box on an Argos dashboard to view, sort, filter, and save data
- How to run an Argos report from a dashboard
- Report Types
  - CSV
  - Extract
  - Banded
- Execute, distribute and print options for reports
- Saving and Managing Settings
- Saved States
- How to create and use shortcuts in the Argos client.
- Executing Reports via Shortcuts
- How to set your Home folder in Argos
- Overview of the features of the Argos Web Viewer