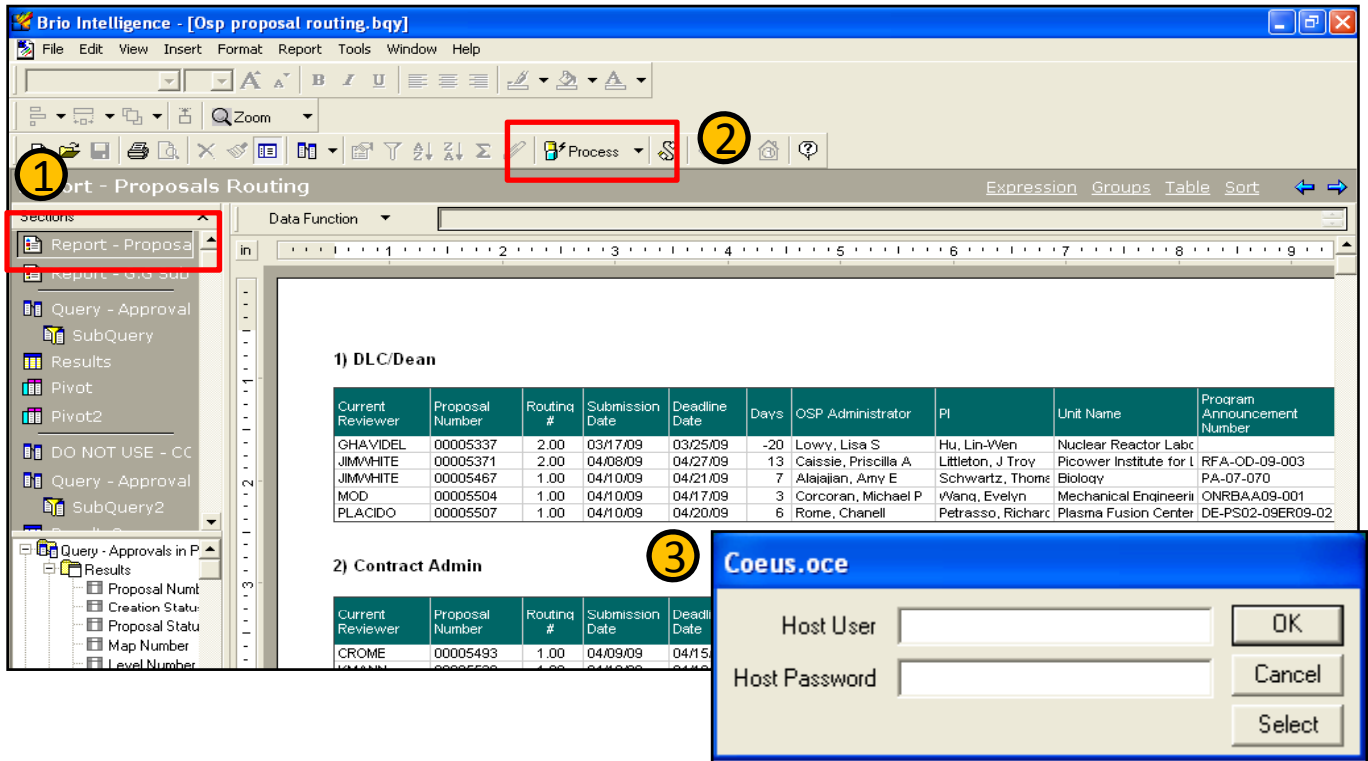


OSP Proposal Routing Brio Report



To open the report, double click the icon saved on your desktop.

To process report:

- 1 Highlight Report – Proposals
- 2 Click Process
- 3 Enter the appropriate username and password provided in communication (or see Coeus Team for log in credentials)

Click OK

The generated report will appear on your screen.

You may then review or print the report, if desired.

You may also save the report when prompted.