

6 Steps

Partnership Report ACE

Reports on the number of organisations that you have collaborated and how many engagements you have had with them across a selected date range.
Provides impact data required for SSP reporting.

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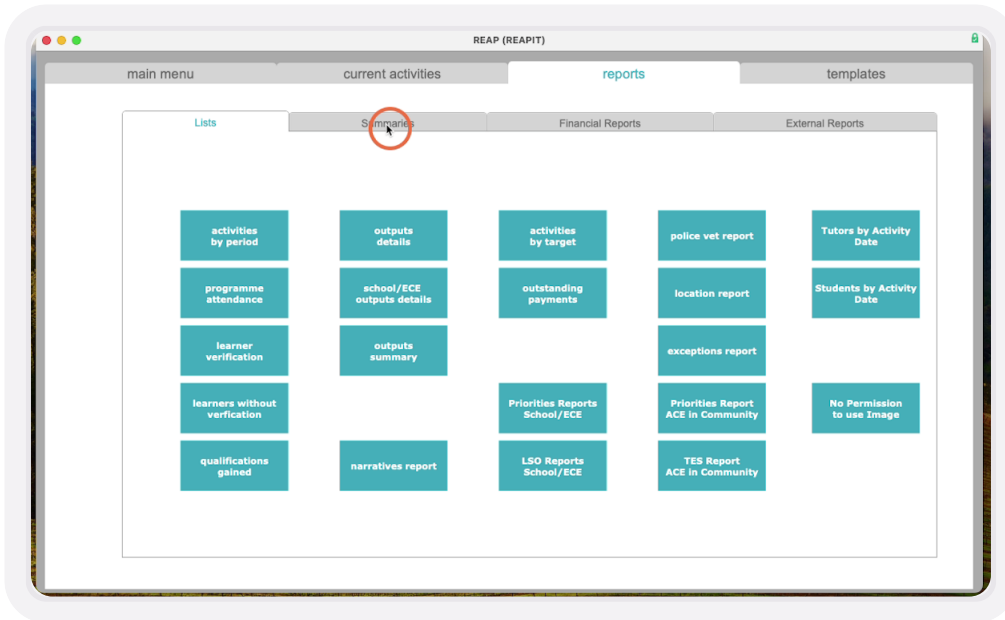
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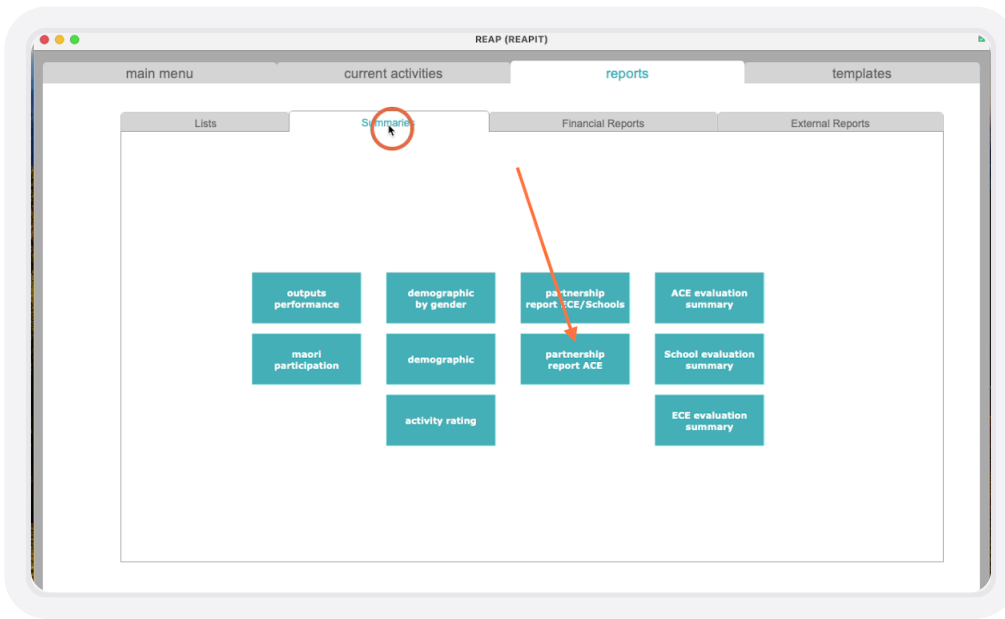
FileMaker Pro

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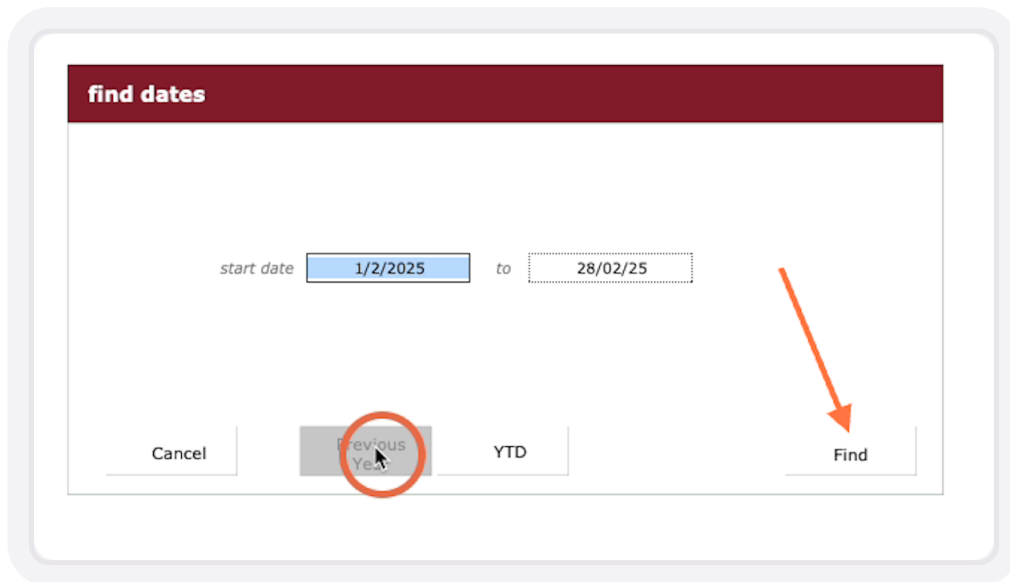
1 Click on the reports tab and then on the summaries tab



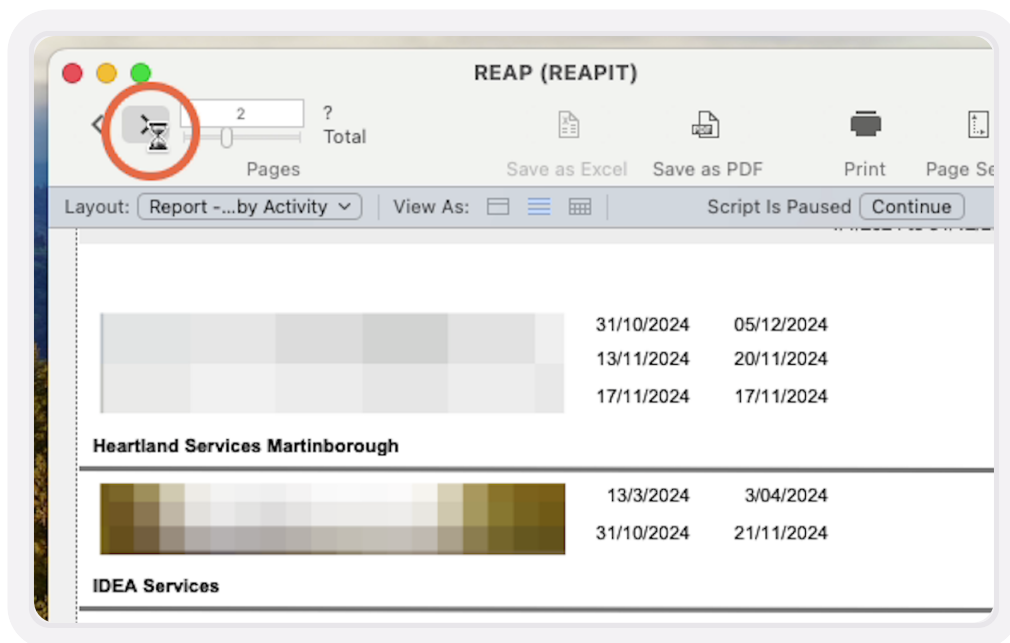
2 Select the partnership report



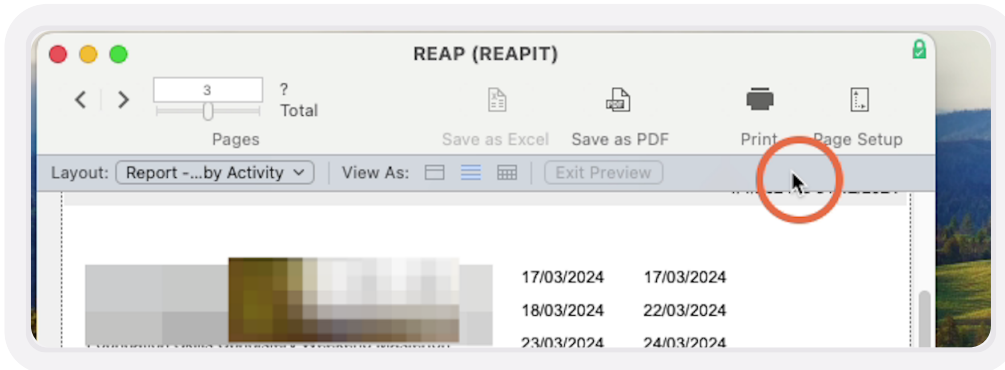
- 3 Select the date range and then Find to run the report



- 4 The report will run, use the arrows to move through the pages
The organisation shows in bold, with a list of any activities that have been linked to it.



5 Select continue to run the report



6 You then will have options to print or save, or cancel to leave the report

