

CARGAR REPORTES MASIVAMENTE (*.rdlx) AL AQM Web

- 1. Ingresar a la <u>http://serveraranda/AQM/</u> por WEB.
- 2. Seleccionar el botón de la imagen

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2. Seleccionar las siguientes opciones y dar clic en buscar:

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3. Seleccionar masivamente los reportes que se desea subir:

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Despues de realizar estos pasos se debe actualizar la pagina para poder visualizar los reportes cargados.

PARA CARGAR REPORTES UNO A UNO RALICE LOS SIGUIENTES PASOS

- 1. Ir ruta a donde se requiere cargar el reportes, Ej: Aranda/ Service Desk/
- 2. Dar clic en NUEVO REPORT

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Ê.	ASDL Sql - NDICADORES - TEMPO PROMEDIO DE CERRE DE UN CASO POR JERARQUIA reix	APPLICATION ADMINISTRATOR	02/09/2011 02:18:08 p.m.	APPLICATION ADMINISTRATOR	06/09/2011 03:09:49 p.m.
Ê	ASDK Sql - BLOGK - CATEGORIAS ASOCIADAS AL GRUPO ESPECIALISTA SELECCIONADO.rdix	APPLICATION ADMINISTRATOR	02/09/2011 02:18:08 p.m.	APPLICATION ADMINISTRATOR	02/09/2011 02:18:08 p.m.
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Ê	ASDK Sql - BLOGK - CATEGORIAS DE INCIDENTES POR PROYECTO.rtik	APPLICATION ADMINISTRATOR	02/09/2011 02:18:12 p.m.	APPLICATION ADMINISTRATOR	02/09/2011 02:18:12 p.m.
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Ê	ASDK SqI - BLOGK - GRUPOS DE ESPECIALISTAS FOR PROYECTOS/rdix	APPLICATION ADMINISTRATOR	02/09/2011 02:18:30 p.m.	APPLICATION ADMINISTRATOR	02/09/2011 02:18:30 p.m.
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6. Muestra la pantalla con el reporte que se Importó.

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7. Se debe guardar como (Guardar en servidor), se busca la ruta donde se quiere guardar y visualizar.

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8. Se guarda y luego se ingresa nuevamente a plantillas y reportes y ya queda cargado correctamente el reporte.

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9. Se ejecuta el reporte y se importa:

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Ê	ASDK SQI - INDICADORES - TOTAL DE CASOS REGISTRADOS Y SOLUCIONADOS O CERRADOS POR COMPAÑIA.rdix	APPLICATION ADMINISTRATOR	02/09/2011 02:20:49 p.m.	APPLICATION ADMINISTRATOR	02/09/2011 02:20:4 p.m.
Ê	ASDK Sql - INDICADORES - TOTAL DE CASOS REGISTRADOS Y SOLUCIONADOS O CERRADOS POR DEPARTAMENTO rdix	APPLICATION ADMINISTRATOR	02/09/2011 02:20:50 p.m.	APPLICATION ADMINISTRATOR	02/09/2011 02:20: p.m.
Ê	ASDK SQI - INDICADORES - TOTAL DE CASOS REGISTRADOS Y SOLUCIONADOS O CERRADOS POR EDIFICIO //dix	APPLICATION ADMINISTRATOR	02/09/2011 02:20:50 p.m.	APPLICATION ADMINISTRATOR	02/09/2011 02:20:5 p.m.
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Ê	ASDK Sql - Reporte Diario General de Casos - Incidentes rdix	APPLICATION ADMINISTRATOR	02/09/2011 02:20:52 p.m.	APPLICATION ADMINISTRATOR	02/09/2011 02:20: p.m.
Ê	ASDK Sql - Reporte Diarto General de Casos - Llamadas de servicio rólx	APPLICATION ADMINISTRATOR	02/09/2011 02:21:11 p.m.	APPLICATION ADMINISTRATOR	02/09/2011 02:21: p.m.
Ê	ASDK Sql - TAREAS - RESUMEN GENERAL DE TAREAS.rdix	APPLICATION ADMINISTRATOR	02/09/2011 02:21:13 p.m.	APPLICATION ADMINISTRATOR	02/09/2011 02:21: p.m.
Ê	ASDK Sql - CASOS - RESUMEN GENERAL DE CASOS rdix.txt	APPLICATION ADMINISTRATOR	06/09/2011 12:03:18 p.m.	APPLICATION ADMINISTRATOR	08/09/2011 04:02 p.m.
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