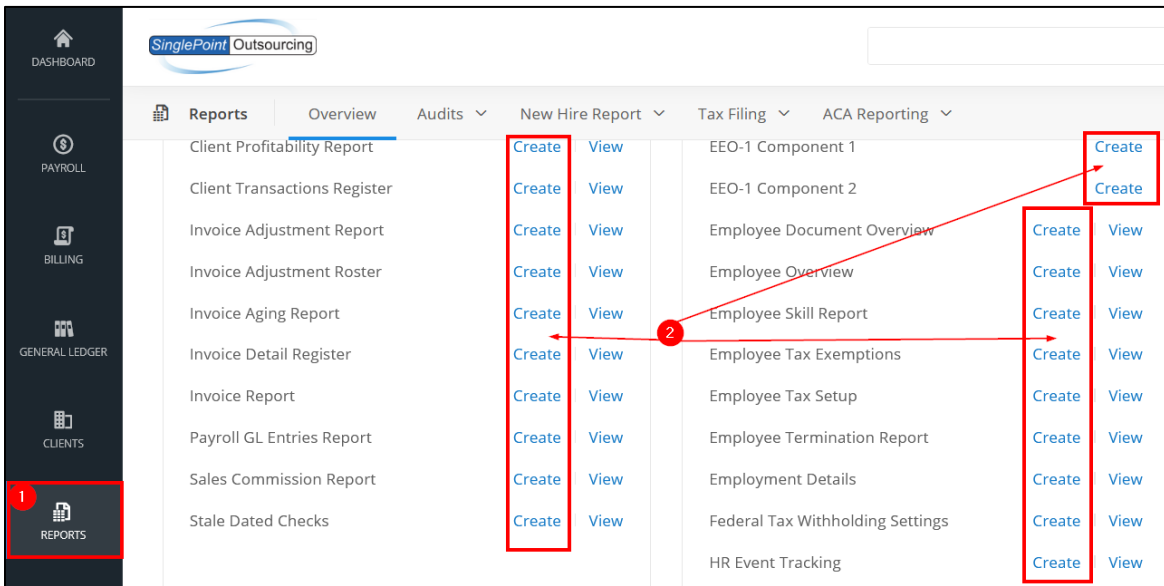


# WORKLIO

## How to Select a Report Layout

**Step 1.** Go to the REPORTS section.

**Step 2.** Select CREATE on the report you want to run.



**Step 3.** Under the SELECT REPORT DESIGN section click on the LAYOUT drop-down. Then from the drop-down select the LAYOUT that you want the report to run in.

