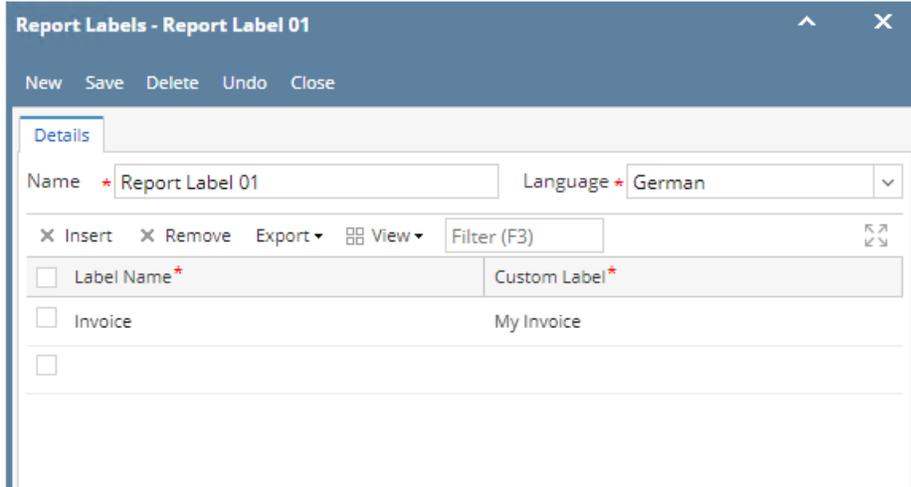
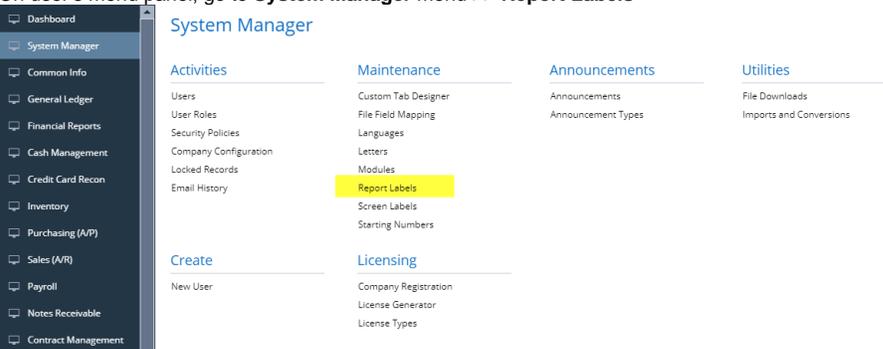


How to Add Report Labels

1. Log in as **Admin user**
2. On user's menu panel, go to **System Manager** menu >> **Report Labels**
3. From the search screen, click the **New** button to open a new blank screen
4. Enter a **Name** for the Report Label record
5. Select a **Language**
6. Enter the **Label Name** and **Custom Label**
7. Click the **Save** button once done



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