

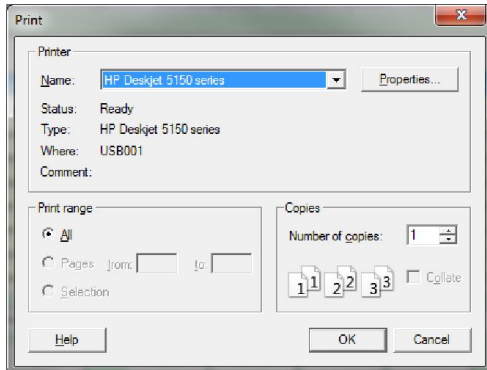
How to Print a List of Records



identiMetrics™

Cheat Sheet

The Print function in the identiMetrics Enrollment Manager™ prints the grid as it appears on the screen of the Distributor, Biometric Engine, or ID Provider. Use the Data Selection | Filter function to select the records you want and the Data Selection | Sort function to put them in the order you want. When you're ready, choose "Print" from the File menu to view the Print dialog. Set the number of copies if necessary and click on OK to print.



Here is an example of how the print would look with some sample data from a Biometric Engine.

| EnrollClient - Main Server | | | | | | | |
|----------------------------|---|-----------|-----------|--------|---------|-----------|-----------|
| | E | Last | First | Middle | ID | Level One | Level Two |
| 1 | 🟢 | Adams | Elizabeth | S | 1416048 | 10 | All |
| 2 | 🔴 | Adase | Robyn | R | 1414658 | 10 | All |
| 3 | 🔴 | Albertini | Jalen | M | 1414759 | 10 | All |
| 4 | 🔴 | Alexander | Marcos | M | 1522196 | 10 | All |
| 5 | 🔴 | Alexander | Trevor | K | 1421676 | 10 | All |
| 6 | 🔴 | Allen | Brittany | | 1414227 | 10 | All |
| 7 | 🔴 | Allen | Steve | | 1412222 | 10 | All |
| 8 | 🔴 | Allison | Amy | C | 1418669 | 10 | All |
| 9 | 🔴 | Amie | Robert | K | 1414723 | 10 | All |
| 10 | 🔴 | Amos | Emily | W | 1413193 | 10 | All |
| 11 | 🔴 | Anderson | Faith | N | 1414660 | 10 | All |
| 12 | 🔴 | Anderson | Joshua | N | 1603585 | 10 | All |
| 13 | 🔴 | Angalich | Emily | | 1416633 | 10 | All |
| 14 | 🔴 | Armstrong | Chelsey | A | 1413501 | 10 | All |
| 15 | 🔴 | Arnett | Jacob | | 1414622 | 10 | All |
| 16 | 🔴 | Asbury | Nathan | L | 1414722 | 10 | All |
| 17 | 🔴 | Auber | Alexander | L | 1411692 | 10 | All |
| 18 | 🔴 | Baker | Beverly | E | 1414761 | 10 | All |
| 19 | 🔴 | Baker | Jordan | R | 1414922 | 10 | All |
| 20 | 🔴 | Baker | Robert | L | 1414933 | 10 | All |
| 21 | 🔴 | Baker | Zackery | | 1416055 | 10 | All |
| 22 | 🔴 | Banks | Chelsea | C | 1421195 | 10 | All |
| 23 | 🔴 | Banks | Craig | T | 1414259 | 10 | All |

Need assistance? It's easy to get in touch with one of our Biometric Experts!



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