

SmartCaseManager Crystal Reports

Copyright © 1998-2005, E-Z Data, Inc.

All Rights Reserved

No part of this documentation may be copied, reproduced, or translated in any form without the prior written consent of E-Z Data, Inc.

All product names are trademarks of their respective manufacturers or organizations.



918 E. Green Street Pasadena, CA 91106

Web: http://www.ez-data.com

Telephone: (626) 585-3505 Fax: (626) 440-9097 U.S. toll-free fax: (800) 779-3123

Table of Contents

Access PCM Crystal Reports 1	
Run PCM Crystal Reports from the Pending Case Module 1	
Run PCM Crystal Reports from the SmartOffice Home Page	;
PCM Crystal Reports	
Pending Case Summary Report 4	
Pending Case Detail Report 4	
Policy Delivery Instruction Report	,
Cases Requiring Follow-up Report)
Cases Pending Delivery Report6)
Submitted and Paid Pending Case Report - Summary7	,
Pending Case Status Report	, ,
Periodic Written Business by Line of Business Report	, ,
Policy Statistic Report)
Cases with Outstanding Requirements Report)
Manager Report 11	
PCM Dynamic Reports 12	

Access PCM Crystal Reports

Access PCM Crystal Reports from the following areas:

- The Pending Case module.
- The Policy module.
- The Contact module.
- The Advisor module.
- The SmartOffice Home Page.

PCM reports can be run on multiple cases, advisors, carriers, products or offices. When a PCM report is run from the Home Page, Policy, Contact, or Advisor module, the report will run based on the primary contact of the selected record.

Run PCM Crystal Reports from the Pending Case Module

1. From the Pending Case Summary, select **Run Report** from the expanded **More Features** menu to open the Pending Case Reports dialog box. Note that if the Pending Case Detail, Underwriting, or Delivery tab is open, the selected report will only run on the open case.



2. Select the appropriate report and then click the **Run** button to open the PCM Report Packaging Options dialog box.

🖉 SmartOffice			×
PCM Report Packaging Options Category Pending Case Heading PCM Summary F Keywords previous 12 mon Disclaimer	Report Report nths		
Filters			Sorted By
Advisors	Case Managers Plans	Contact Plan Types	C Office Advisor Underwriter C Case Manager C Contact C Carrier C Product
Select Stages	Select Additional Statuses	Graph	
Active Approved Await Approval InActive Informal Application Issued Proposed Underwriting UnderWriting_All	Select All Clear All Active 4 Adj Life Chg Issue 4 All Forms In 4 All UW Requirements Done 4 All UW Requirements In 4 Annuitized 4	Pie Chart Date Range Date-Range Custom From: 02/03/200 Through: 02/03/200 Requirements Include Requirem	Bar Chart Bar Chart S S N ents
	ОК Са	ancel	

3. Specify the report criteria. There are multiple filters that can be used to obtain specific information in the reports. After selecting the appropriate filter, click the **OK** button to run the report.

Run PCM Crystal Reports from the SmartOffice Home Page

- 1. From the SmartOffice Home Page, select **Contact Search** from the expanded **Contact** menu to open the Contact Search Options (Individual/Business) dialog box.
- 2. Enter the appropriate search criteria and then click the **Search** button to display the Contact Summary.
- 3. Select the record from which to generate a report.
- 4. Select **Run Report** from the **More Features** expanded menu to open the Report Category dialog box.
- 5. Click the **Pending Case Reports** button to display the Pending Case Reports list.

🖉 SmartOffice 💦 🔁
Click on the report category to display the list of available report titles.
Contact Reports
Policy Reports
Pending Case Reports
PCM Summary ✓ PCM Summary Report PCM Detail
PCM Detail
Group Benefits Reports
Version 8.5
Run Close

- 6. Since the report is being run from outside the Pending Case module, only limited reports are available. Select a report and then click the **Run** button to open the PCM Report Packaging Options dialog box.
- 7. Specify the report criteria. There are multiple filters that can be used to obtain specific information in the reports. After selecting the appropriate filter, click the **OK** button to run the report.

PCM Crystal Reports

Pending Case Summary Report

The Pending Case Summary report gives the summary of all the pending cases for the selected criteria.

								February 03, 2005
Pendi	ng Case S	ummary	Report					
From 02/03/200	4 through 02/03/2005							Page 1 of 1
Status Date <u>Status</u>	Primary insured	Policy# <u>Ca≋e#</u>	Carrier	<u>Flan Name</u>	Face <u>Amount</u>	Premium <u>Mode</u>	FYC	<u>Target</u> <u>Case Manager</u>
Office name	: Kandace							
American Le	evel 10	444534	100.14	American Jam 140	070.000	con co		0.00 4-1-1-
Pending	Josepi M. Ackennai	111304	AbC Lie	American Level to	250,000	600.00		0.00 Admin
			Subtotal		250,000			0.00
			Grand Total:		250,000			00.0

Pending Case Detail Report

The Pending Case Detail report provides details corresponding to a specific case. These details include the Primary Insured, Policy Number, Carrier Name, Plan Type, Status, Status Date, Premium Benefit Amount, Underwriter, Home Office Representative, Proposed Class and Issued Class. The report also shows the details pertaining to the Underwriting and Delivery requirements.

			February 03, 2005
Pending	Case Detail Repo	rt	
From 02/03/2004 tarou	g 0203/2005		Page 1 of 1
Primary Insured:	Joseph M. Ackerman	Advisor: Philip Anderso	n
Policy#: Carrier: Case #: Plan Name: CurrentStatus: Status Date:	111504 ABC Life American Level 10 Pending 11/15/2004	Satixn ffeed Darle: Unde navrffer: HO Rep Proposed Class: issaed Class:	
Premium: BenefitAmt	250,000	Policy Date 11	/15/2004

Policy Delivery Instruction Report

The Policy Delivery Instructions report displays the details about the outstanding Delivery Requirements that need completion in order for a pending case to be put in force. A Pay To date is required as well as the additional Signed Delivery Receipt and Signed Amendment requirements.

January 19, 2005

		lig balan kaya aya ana kana kana ya kata kata kata kata kata kata kata		Page 1 of
Insured	Brad Abernathy	Advisor	Michael L. Ashcroft	
Policy #	846516			
The enclosed	d policy has been issued:			
INITIAL PRE	MIUM REQUIREMENTS			
Policy #	846516			
Premium Mo	de Annually			
Premium	\$500.00			
Deposit				
Balance due				
Pays to date Refund	01/19/2005			
Make check	payable to: ABC Life			
REQUIREME 1.) Ameno	ENTS NEEDED TO REPORT DELI dment	VERY		
	ý	* * I M P O R T A N	T * *	
SUBMIT ALL DE	ELIVERY REGUIREMENTS OR RETURN TH	E POLICY BEFORE:		
Daniel Ode	ell		January 19, 2	2005
Case manager			Date	
			1	
	т	hank you for your bus	messi	

Cases Requiring Follow-up Report

The Cases Requiring Follow-up report gives the list of all cases that have requirements with Follow-up dates. All requirements on this report should have actual requirements.

								Jan	uary 20, 2005
Cases Req	uiring F	ollow-up)	n a far de la construction de participa de construir 19 a facto de la construction de la construction		an an tao amin'ny faritr'i Carlon amin'ny faritr'i Andrewski a sana amin'ny faritr'i Andrewski a sana amin'ny f Anarana di Manana a Sana a s		1 (1997) (1 (1997)) (1 (1997) (1 (1997) (1 (1997)) (1 (1997) (1 (1997)) (1 (1997) (1 (1997)) (1 (
From 01/20/2004 through	01/20/2005								Page 1 of 1
Primary Insured	Policy#	Case #	Benefit	<u>Plan</u>	<u>Case Manager</u>	Description	<u>Status Date</u>	Follow-up	Completed
Brad Abernathy	846516		250,000	10 Year Term	Daniel Odell	Formal Application	01/19/2005	01/22/2005	
						Schedule Pages Bad II Medical Exam	01/19/2005	01/22/2005	
						Chect X-Ray	01/19/2005	01/24/2005	01/19/2005
						Smoking Questionnaire	01/19/2005	01/26/2005	0 11 1012000
						Amendment	01/19/2005	01/26/2005	
Eugene Antille	98984		250,000	10 Year Term	Daniel Odell	Child Rider App Supplement	01/19/2005	01/22/2005	
						Appplication Supplement (other)	01/19/2005	01/22/2005	
						Trial Application	01/19/2005	01/22/2005	
Jasmine Henderson	1209-A		250,000	Var LIFE 1	Daniel Odell				
Joseph M. Ackerman	12105-A		250,000	American Level 10	Daniel Odell	EKG	12/09/2004	12/14/2004	
						Illustration	12/09/2004	12/14/2004	
						Blood Profile	12/09/2004	12/14/2004	
						Telephone Interview	12/09/2004	12/16/2004	
						HOS	12/09/2004	12/14/2004	
						MD Exam	12/09/2004	12/14/2004	
						Delivery Receipt	12/09/2004	12/12/2004	
						Additional Money	12/13/2004	12/29/2004	
Martin Adcook	8481		250,000	10 Year Term	Daniel Odell	Test	01/19/2005	01/26/2005	
Wes Peter Jansen	120904-A		250,000	Var LIFE 1	Daniel Odell				
Wes Peter Jansen	848949		500,000	10 Year Term	Daniel Odell	Test	01/19/2005	01/26/2005	
						Await Policy	01/19/2005	01/24/2005	
						Await Policy	01/19/2005	01/24/2005	

The Account Summary report contains the basic account information and an one when of the account allocation with the current value and the percent of each asset class.

Cases Pending Delivery Report

The Cases Pending Delivery report lists all the cases that are approved but not delivered.

								Ja	anuary 20, 2009
Cases Per	nding De	livery							
From 01/20/2004 throu	gh 01/20/2005								Page 1 of
Primary Insured	Policy#	Status Date	Premium	Balance	Requirements	Follow Up	Completed	<u>Status</u>	Status Date
	Case #	Status	Mode						
Brad Abernathy	846516	01/19/2005	500.00		Amendment	01/26/2005		Outstanding-GA	01/19/2005
		Submitted	Annually						
Eugene Antille	98984	01/19/2005	400.00						
		Pending	Monthly						
Jasmine Henderson	1209-A	12/09/2004	0.00						
		Pending							
Joseph M. Ackerman	12165-A	12/09/2004	600.00		Delivery Receipt	12/12/2004		Outstanding-Carrier	12/09/2004
		Pending	Monthly		Additional Money	12/29/2004		Pending-GA	12/13/2004
Martin Adcock	8481	01/19/2005	500.00						
		Pending	Monthly						
Wes Peter Jansen	120904-A	12/09/2004	800.00						
		Pending	Quarterly						
Wes Peter Jansen	848949	01/19/2005	800.00	800.00	Await Policy	01/24/2005		Outstanding-GA	01/19/2005
		Approved	Monthly		Await Policy	01/24/2005		Outstanding-Carrier	01/19/2005
7-1-1 7	0 Daves (Average								

Submitted and Paid Pending Case Report - Summary

This report summarizes all cases with a status of Submitted and Paid.

January 20, 2005 Submitted and Paid Pending Case Report - Summary From 01/20/2004 through 01/20/2005 Page 1 of 1 Periodic Written Business Periodic Paid Business # of Benefit Annualized Annualized # of Benefit Annualized Annualized Policy# Apps Amount Premium Target Apps Amount Premium Target Robert Baker 48418 600 0 600 1 Total Annuity Martin Adcock 8481 250,000 600 450 250,000 600 Eugene Antille 98984 250,000 4,800 860 Wes Peter Jansen 848949 500,000 9,600 500 Wes Peter Jansen 120904-A 250,000 3,200 Brad Abernathy 846516 250,000 400 600 Jasmine Henderson 1209-A 250.000 Joseph M. Ackerman 12165-A 250,000 7,200 Total Life 6 2,000,000 25,800 2,410 250,000 600 1 Grand Total: 6 2,000,000 25,800 3,010 2 250,000 600

Submitted and Paid Pending Case Report - Detailed

This report provides the complete details of all the pending cases with a status of Submitted and Paid.

Submi	tted and Pai	d Pending Case Rep	ort - Deta	iled			Janu	ary 21, 2005
From 01/21/2	004 through 01/21/2005		4 6 - 4 5 5 4 6 6 6 7 7 7 7 7 7 8 6 6 7 7 7 7 7 7 7 7					Page 1
			Period	ic Written Busines	s	Perio	dio Paid Business	
Written	Client's Name	Policy Type	Benefit	Annualized	Annualized	Benefit	Annualized	Annualized
Paid	Policy Number	<u>Plan Name</u>	Amount	Premium	Target	Amount	Premium	Target
Writing ad	visor: Michael L. Ast	ncroft						
01/20/2005	Wes Peter Jansen 120904-A	Life / Term Var LIFE 1	250000.00	3200.00	700.00			
01/21/2005	Wes Peter Jansen 848949	Life / Term 10 Year Term	500000.00	9600.00	500.00			
Subtotal	Life	Written/Paid Cases: 2/0	750000.00	12800.00	1200.00	0.00	0.00	0.00
Total Micha	el L. Ashcroft	Written/Paid Cases: 2/0	750000.00	12800.00	1200.00	0.00	0.00	

Pending Case Status Report

For all cases, the Pending Case Status report gives the status of the entire requirement. It also displays the follow-up date and the date on which the requirement was completed.

						Janu	Jary 21, 2005
Pending C	ase Status	s Report					
From 01/21/2004 through	01/21/2005						Page 1 of 1
Primary Insured	Policy# <u>Case</u> #	Submitted	Requirements	Status	<u>Status Date</u>	Followup	<u>Completed</u>
Eugene Antille	98984	01/20/2005	Child Rider App Supplement	Outstanding-GA	01/19/2005	01/22/2005	
			Appplication Supplement (other) Trial Application	Outstanding-GA Outstanding-GA	01/19/2005	01/22/2005	
Jasmine Henderson	1209-A						2.
Joseph M. Ackerman	12185-A		HOS Blood Profile Telephone Interview MD Exam EK⊙ Illustration	Outstanding-Service Provider Received-GA Received-GA Outstanding-Service Provider Outstanding-Service Provider Outstanding-Service Provider	12/09/2004 01/21/2005 01/21/2005 12/09/2004 12/09/2004 12/09/2004	12/14/2004 12/14/2004 12/14/2004 12/14/2004	01/21/2005 01/21/2005
Martin Adcock	8481	01/20/2005	Test	Outstanding-Service Provider	01/19/2005	01/26/2005	
Robert Baker	48418	01/20/2005	Cash with App. \$700.00	Received-GA	01/20/2005		01/20/2005
Wes Peter Jansen	120904 A	01/20/2005					2.
Wes Peter Jansen	848949	01/21/2005	New Part II Part II Medical Exam Aviation Rider Application Supplement (other) Financial Statement	Outstanding-OA Outstanding-GA Outstanding-GA Waived-GA Waived-GA	01/21/2005 01/21/2005 01/21/2005 01/21/2005 01/21/2005	01/24/2005 01/24/2005 01/24/2005	12/15/2004

Periodic Written Business by Line of Business Report

This report gives the details of the businesses carried out by an advisor corresponding to every line of business.

						Janu	ary 21, 2005
Periodic Writt	en Busine	ss by L	ine of B	usiness			
From 01/21/2004 through 01/21/2	2005						Page 1 of 1
Primary Insured	Life Ann. Prem	Life <u>Face</u>	Life Production	BOE/DI <u>Ann. Prem</u>	BOE/DI <u>Benefit</u>	Annuity <u>Ann, Prem</u>	Health <u>Ann. Prem</u>
Office name:							
Michael L. Ashcroft							
Wes Peter Jansen	12800	750000	1200	0	0	0	0
Subtotal	12800	750000	1200	0	0	0	0
Philip Anderson							
Eugene Antille	4800	250000	860	0	0	0	0
Martin Adcock	600	250000	450	0	0	0	0
Robert Baker	0	0	0	0	0	0	0
Subtotal	5400	500000	1310	0	0	0	o
Robert Johnson							
Jasmine Henderson	0	250000	0	0	0	0	0
Joseph M. Ackerman	7200	250000	0	0	0	0	0
Subtotal	7200	500000	0	0	0	0	0
Total	25400	1750000	2510	0	0	0	0

Policy Statistic Report

For all pending cases, the Policy Statistic Report gives the statistics pertaining to a policy, such as the Policy Number, Policy Date, Policy Type, Plan Name, Benefit and Annual Premium.

2005 Term 2005 Term 2005 Term	10 Year Term 10 Year Term 10 Year Term	250000 250000 500000	4800 000 9600	860 450 500
2005 Term 2005 Term	10 Year Term 10 Year Term	250000	4800	860 450
2005 Term	10 Year Term	250000	4800	860
ate <u>Policy Type</u>	<u>Plan Name</u>	Benefit	<u>Ann Prem</u>	<u>Target</u>
				Page 1
	ste Policy Type	ate Policy Type Plan Name	ata <u>Poliov Typa Pian Nama Benefit</u>	ata <u>Poliov Typa Plan Name Benefit Ann Prem</u>

Cases in Underwriting Report

The Cases in Underwriting Report lists all the cases that are in the underwriting stage. It lists all the Underwriting requirements and the status pertaining to these requirements.

							Jane	Jary 21, 200
nderwr	ting							
h 01/21/2005								Page
Policy#	<u>Case #</u>	Submitted	<u>Case Manager</u>	Requirements	Status	Status Date	Followup	Completed
98984		01/20/2005	Daniel Odell	Child Rider App Supplement	Outstanding-GA	01/19/2005	01/22/2005	
				Appplication Supplement (other)	Outstanding-GA	01/19/2005	01/22/2005	
				Trial Application	Outstanding-GA	01/19/2005	01/22/2005	
8481		01/20/2005	Daniel Odell	Aviation Rider	Outstanding-0A	01/21/2005	01/24/2005	
				Non-Medical - Part II	Outstanding-GA	01/21/2005	01/24/2005	
848949		01/21/2005	Daniel Odell	New Part II	Outstanding-GA	01/21/2005	01/24/2005	
				Part II Medical Exam	Outstanding-GA	01/21/2005	01/24/2005	
				Aviation Rider	Outstanding-GA	01/21/2005	01/24/2005	
				Appplication	Waived-GA	01/21/2005		12/15/2004
				Supplement (other)	tat a contractor			
				Financial Statement -	Waived-GA	01/21/2005		12/15/2004
				Corporate				
	nderwr 101/21/2005 Policy# 98984 8481 848949	nderwriting 101/21/2008 Policy# <u>Case#</u> 96664 8461	nderwriting 101/21/2005 Policy # <u>Case #</u> 96964 01/20/2005 8461 01/20/2005 846940 01/21/2005	No.1/21/2005 Policy # Case # Submitted Case Manager. 96894 01/20/2005 Daniel Odell 8481 01/20/2005 Daniel Odell 848940 01/21/2005 Daniel Odell	nderwriting 101/21/2005 Policy # Case # Submitted Case Manager Requirements 96964 01/20/2005 Daniel Ddell Child Rider App Supplement Appplication Supplement Appplication 8481 01/20/2005 Daniel Odell Aviation Rider Non-Medical - Part II 848040 01/21/2005 Daniel Odell New Part II New Part II 848040 01/21/2005 Daniel Odell New Part II New Part II Aviation Rider Appplication Supplement(other) Financial Statement- Corporate	Policy # Case # Submitted Case Manager Requirements Status 96964 01/20/2005 Daniel Odell Child Rider App Supplement Application Outstanding-6A 8481 01/20/2005 Daniel Odell Aviation Rider Non-Medical - Part II Outstanding-6A 8481 01/21/2005 Daniel Odell Aviation Rider Avaiton Rider Outstanding-6A 848940 01/21/2005 Daniel Odell Non-Medical - Part II Outstanding-6A 848940 01/21/2005 Daniel Odell New Part II Not Medical - Part II Outstanding-6A 848940 01/21/2005 Daniel Odell New Part II New Part II Outstanding-6A 848940 01/21/2005 Daniel Odell New Part II New Part II Outstanding-6A 848940 01/21/2005 Daniel Odell New Part II New Part II Waived-6A 848940 01/21/2005 Daniel Odell New Part II New Part II Waived-6A 848940 01/21/2005 New Part II Outstanding-6A Naived-6A 848940 01/21/2005 New Part II New Part II New Part II Neutstanding-6A	Policy # Case # Submitted Case Manager Requirements Status Status Date 96984 01/20/2005 Daniel Odell Child Rider App Supplement Application Outstanding-6A 01/19/2005 8481 01/20/2005 Daniel Odell Aviation Rider Non-Medical - Part II Outstanding-6A 01/19/2005 848940 01/21/2005 Daniel Odell Aviation Rider Non-Medical - Part II Outstanding-6A 01/21/2005 848040 01/21/2005 Daniel Odell Aviation Rider Non-Medical - Part II Outstanding-6A 01/21/2005 848040 01/21/2005 Daniel Odell New Part II Outstanding-6A 01/21/2005 848040 01/21/2005 Daniel Odell New Part II Outstanding-6A 01/21/2005 848040 01/21/2005 Daniel Odell New Part II Outstanding-6A 01/21/2005 848040 01/21/2005 Daniel Odell New Part II Waitending-6A 01/21/2005 848040 01/21/2005 Supplement (other) Financial Statement - Corporate Waited-6A 01/21/2005	Policy # Case # Submitted Case Manager Requirements Status Status Date Followup 96964 01/20/2005 Daniel Odell Child Rider App Supplement Appplication Outstanding-GA 01/19/2005 01/22/2005 8481 01/20/2005 Daniel Odell Aviation Rider Non-Medical- Part II Outstanding-GA 01/19/2005 01/22/2005 848040 01/21/2005 Daniel Odell Aviation Rider Non-Medical- Part II Outstanding-GA 01/21/2005 01/24/2005 848040 01/21/2005 Daniel Odell New Part II Part II Medical Exam Aviation Rider Aviation Rider Outstanding-GA 01/21/2005 01/24/2005 848040 01/21/2005 Daniel Odell New Part II Part II Medical Exam Aviation Rider Outstanding-GA 01/21/2005 01/24/2005 848040 01/21/2005 Daniel Odell New Part II Part II Medical Exam Aviation Rider Outstanding-GA 01/21/2005 01/24/2005 848040 01/21/2005 Outstanding-GA 01/21/2005 01/24/2005 849040 01/21/2005 Outstanding-GA 01/21/2005 01/24/2005 849040 01/21/2005 Outstanding-GA

Cases with Outstanding Requirements Report

The Cases with Outstanding Requirements report summarizes all the requirements whose status is Outstanding.

Cases With	n Outstan	iding Re	quirement	S			Janı	iary 21, 2005
From 01/21/2004 through	h 01/21/2005							Page 1
Primary Insured	Policy # <u>Case #</u>	Case <u>Manager</u>	<u>Status</u> <u>Status Date</u>	Reg. Manager	Requirements	<u>Status</u>	Status Date	Follow Up
Office name:								
Advisor: Michael L. As	hcroft							
Wes Peter Jansen	120904-A	Daniel Odell	Submitted 01/20/2005					
Wes Peter Jansen	848949	Daniel Odell	Submitted	Daniel Odell	New Part II	Outstanding-GA	01/21/2005	01/24/2005
			01/21/2005	Daniel Odell	Part II Medical Exam	Outstanding-GA	01/21/2005	01/24/2005
				Daniel Odell	Aviation Rider	Outstanding-GA	01/21/2005	01/24/2005
				Daniel Odell	Await Policy	Outstanding-GA	01/19/2005	01/24/2005

Cases with Outstanding Requirements - Details

Corresponding to every case having a status of Outstanding, this report provides the complete details of the Underwriting and Delivery requirements.

								January 21, 2005
Cases V	With Outstand	ding Requ	irements - D	Details				
From 01/21/2004 t	hrough 01/21/2005							Page 2 of 28
Primary advisor:	Elaine Warnings Pater Stevens			Underwritter:	Jessica Lee Pricilla Patrinson			
Case manager.	a and a second second			по кер.				
Carrier:	ABC Life		3	Status:	Inforce			
Plan Hame:	Universal Coverage			Status Date:	12/02/2004			
Policy #	0792234			Premium:	248.00[M]			
Case #				Benefit Amt:	500,000			
Insured		Role	Proposed Class		Issued Class			
Wolton, Peter		Primary Insured	Standard Non-Smol	ker	Standard Smoker			
Insured	Description	Reg. Manager	<u>Status</u>	Date	Follow up	llote Date	Reg.llote	
Delivery Require	ements							
Peter Wolton	Await Policy	Admin	Outstanding-Carrier	09/24/200	4 09/29/2004			
n i ser	Delivery Receipt	Peter Stevens	Outstanding-GA	12/01/200	4 12/04/2004			<u>.</u>
Underwriting Re	quirements							
Peter Wolton	blood, hos, paramedical	Peter Stevens	Pending-GA	11/01/200	4 10/06/2004			
	1035 Form # 1931	Peter Stevens	Outstanding-GA	09/29/200	4 10/06/2004			
	APS#4 Order	Peter Stevens	Outstanding-GA	09/29/200	4 10/11/2004			
	MVR-PP	Peter Stevens	Pending-GA	11/01/200	4 11/03/2004			

Manager Report

The Manager report gives the details of all the cases of the Advisor to the Case Manager. These details include the Line of Business, Plan Name, Carrier Name, Primary Insured, Requirements and their Statuses.

								1/21/2005
Manage	r Report							
From 01/21/2004 th	rough 01/21/2005			n an		an a		Page 1
Primary Advisor	Statue	Ine Tune	Carrier / Plan Hame	Primary Insured	Policy #	Pagniramente	Statue	Date
Cliniary Advisor	Juna	ma type	Carrier / Flat Harris	r man y moured	roncy H	Requirementa	50000	Date
Alexi Baronov	Approved	Group Medical	20th Century Life Insurance	Ace Building	092704			
Elaine Warnings	Inforce	Life	ABC Life / Universal Coverage	Peter Wolton	0792234	blood, hos, paramedical	Pending-GA	11/01/2004
						1035 Form # 1931	Outstanding-GA	09/29/2004
						Financial / Credit Check	Received-GA	11/01/2004
						APS#40rder	Outstanding-GA	09/29/2004
						MVR-PP	Pending-0A	11/01/2004
						Await Policy	Outstanding-Carrier	09/24/2004
						Await Policy	Received-GA	12/01/2004
						Await Policy	Received-Advisor	02/21/2003
						Delivery Receipt	Outstanding-GA	12/01/2004
Elaine Warnings	Disabled	Life	ABC Life / Universal Coverage	Robert L. Scraton	321354312	Blood Profile	Outstanding-Service Provider	02/13/2003
						EKG	Outstanding-Service Provider	02/13/2003
						Non-Med	Outstanding-Service Provider	02/13/2003
Fred T Lewis	Disabled	Life	ABC Life / American Level 20	Noah L. Hwang	6654236	EKØ	Received-GA	01/15/2003
						Paramedioal Exam	Received-GA	01/15/2003
						Blood Profile	Received-GA	01/15/2003
						Await Policy	Outstanding-Carrier	12/20/2002
Herbert Harris	Approved	Group Medical	20th Century Life Insurance	Tax Tech, Inc.	092304			
Robert Johnson	Pending	(0)	ABC Life / American Level 10	Joseph M. Ackerman	14est			
Robert Johnson	Informal	Life	ABC Life / American Level 10	Joseph M. Ackerman	Tect informal			
	Application			<i></i>	app			
Robert Johnson	Informal	Life	ABC Life / American Level 10	Joseph M. Ackerman	21-211023	HOS	Outstanding-Service	11/30/2004
	Application						Provider	
						Blood Profile	Outstanding-Service Provider	11/30/2004

PCM Dynamic Reports

1. From the SmartOffice Home Page, select **Dynamic Reports** from the **Reporting/Marketing** expanded menu to open the Search Dynamic Reports dialog box.

SmartOffice						
Search Dynamic Rep	orts					
Report Name						
Keyword						
Family	All					
Category	All					
Created By						
	🗌 Show my Favorite List					
Search Add Close						

- 2. Search for a specific report not only by category but also by Report Name, Keyword, or the User that it was created by. Follow one of the following methods to locate the required report.
 - From the Category drop-down list, select **Pending Case Basic Information** and then click the **Search** button to display the Dynamic Report Summary for all Pending Case Basic Information Dynamic Reports.
 - To view the Dynamic Report Summary of a specific report, enter the corresponding Report Name, Creator's Name or Keyword in the Search Dynamic Reports dialog box and then click the **Search** button.

Dynamic Report Summary

Show my Favorite List		🏂 🗅 🛓 🔚 🖣 🦌 + 🇊 🕱 🗶 🖽 🗮 🚅 🚅
Report Name	Description	Keywords
🚍 Category: Pending Case - Status History		
🖃 Category: Pending Case - Requirements		
Test PCM Dynamic Report		
- New Underwriting Report		
TestingRequirements		

3. Select the appropriate report and then click the **Run Report** button.

		Τe	Test PCM Dynamic Report - Run on 02/03/2005 11:49AM			- 💔 🏹 🖳 🖉 🖉		
	nsured	Follow-Up	Description	Status	Status Date	Completed	Document	
🗖 vVa	alton, Johnathon		Saliva Test	Outstanding - GA	01/25/2005	01/31/2005	No 🔺	
🗖 Ba	artelo, Frank J.		a,b,c	Received - Carrier	12/06/2004	12/06/2004	No	
□ Ac M.	skerman, Joseph		PHYSICIAN MEDICAL RECORDS	Received - Carrier	12/06/2004	12/06/2004	No	
🗖 Me	Nelson, Richard		Financial / Credit Check	Received - Carrier	12/06/2004	12/06/2004	No	
🗖 Hvi	vang, Noah L.		test req	Received - Carrier	12/06/2004	12/06/2004	No	
🗖 Bri	inkley, Angie	11/22/2004	Await Approval	Received - GA	12/06/2004	12/06/2004	No	
∏ Ac M	ckerman, Kathleen	11/28/2004	HOS	Received - GA	11/22/2004	11/22/2004	No	
Previou	us Page 📘 💌 N	ext Page Total:	51+ (Click here to list all)				•	