

Q: What's Red and White and Green All Over?

A: *The University of Houston!*

Q: How much time do YOU spend handling your monthly paper telecom reports?

A: *That's too much!*

Telecom reports are available on the Web!*

Do you distribute paper telecom reports to others, laboriously collating and re-packaging them?
Do you know your departments can have **direct web access** to **their** telecom reports?

To request web access to telecom reports:

1. List the speedtypes to which you need access.
2. Complete a **FREESTYLE** on-line work request** for web access and copy/paste your list of speedtypes under the **Description of Work** section.

** https://www.cts.uh.edu/WorkRequest/wo_new.asp

3. Your login email address and password will be emailed to you.
4. If you would like training please contact us at ashepherd@central.uh.edu.

* The Detail Usage Report, Summary Usage Report, and Summary Report are available on the Web.
The Work Order Report remains a paper-based report.

The web based reports are located at: <http://infocall.cc.uh.edu/infocallwebReport/default.asp>

