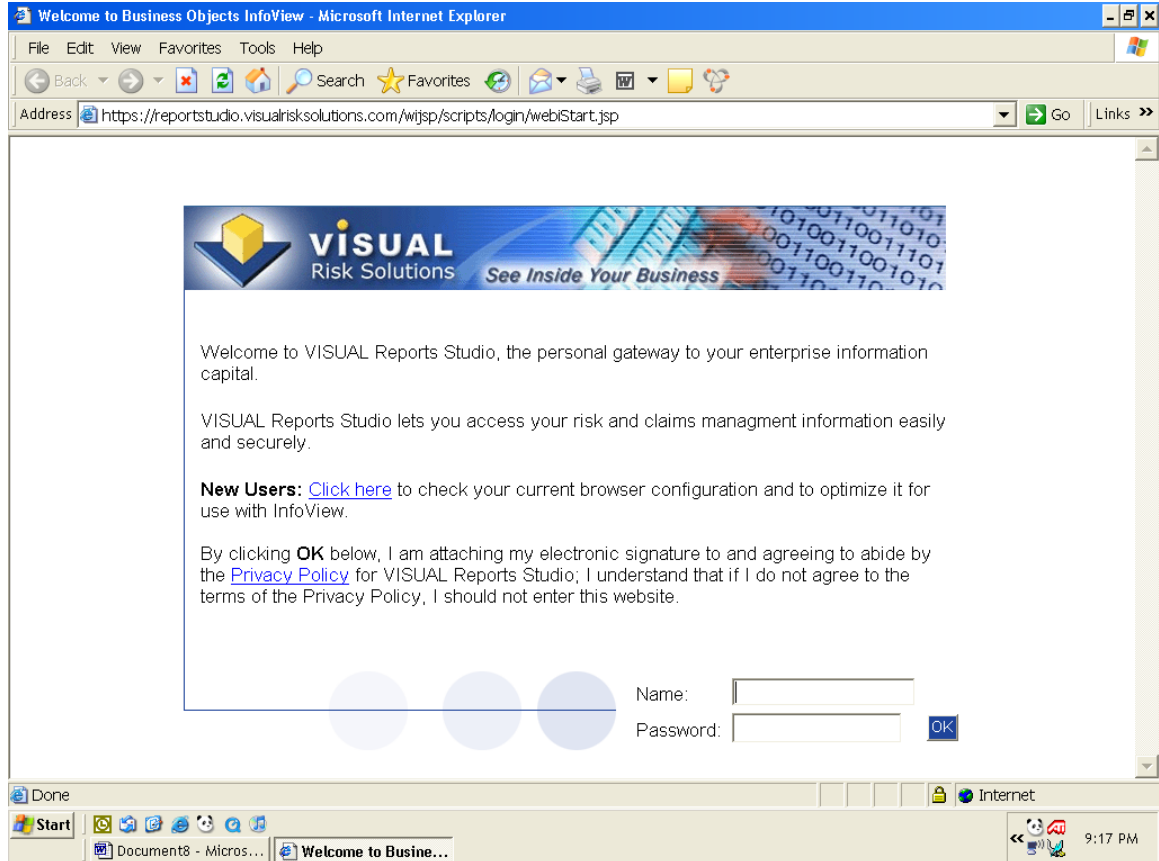


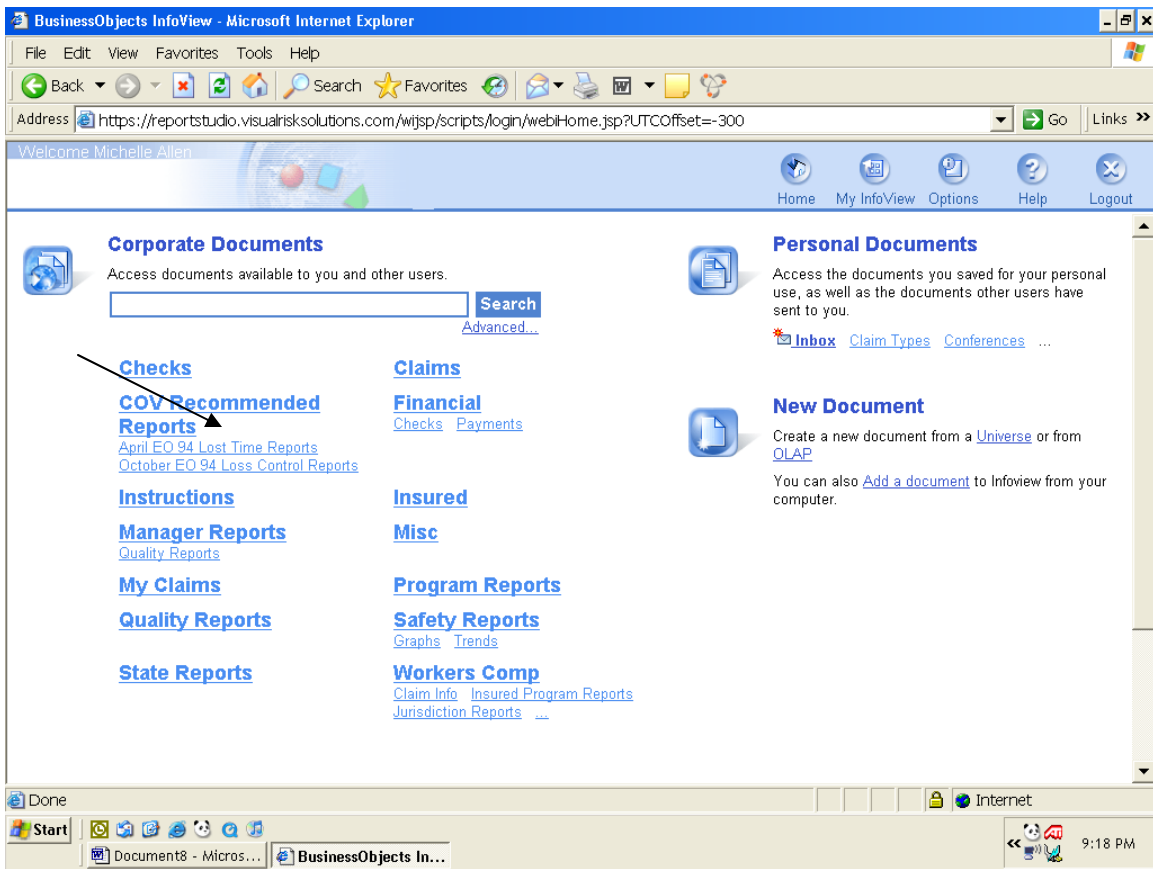
VISUAL REPORTS STUDIO SCREEN SHOTS FOR APRIL 1, 2009 TEMPLATE



When running your reports for the April 1, 2009 EO 94(05) report, please use the following website and you will see the screen above:

<https://reportstudio.visualrisksolutions.com/wijsp/scripts/login/webiStart.jsp>

Please enter your user name and password to log in. Click OK when you have completed entering your information.



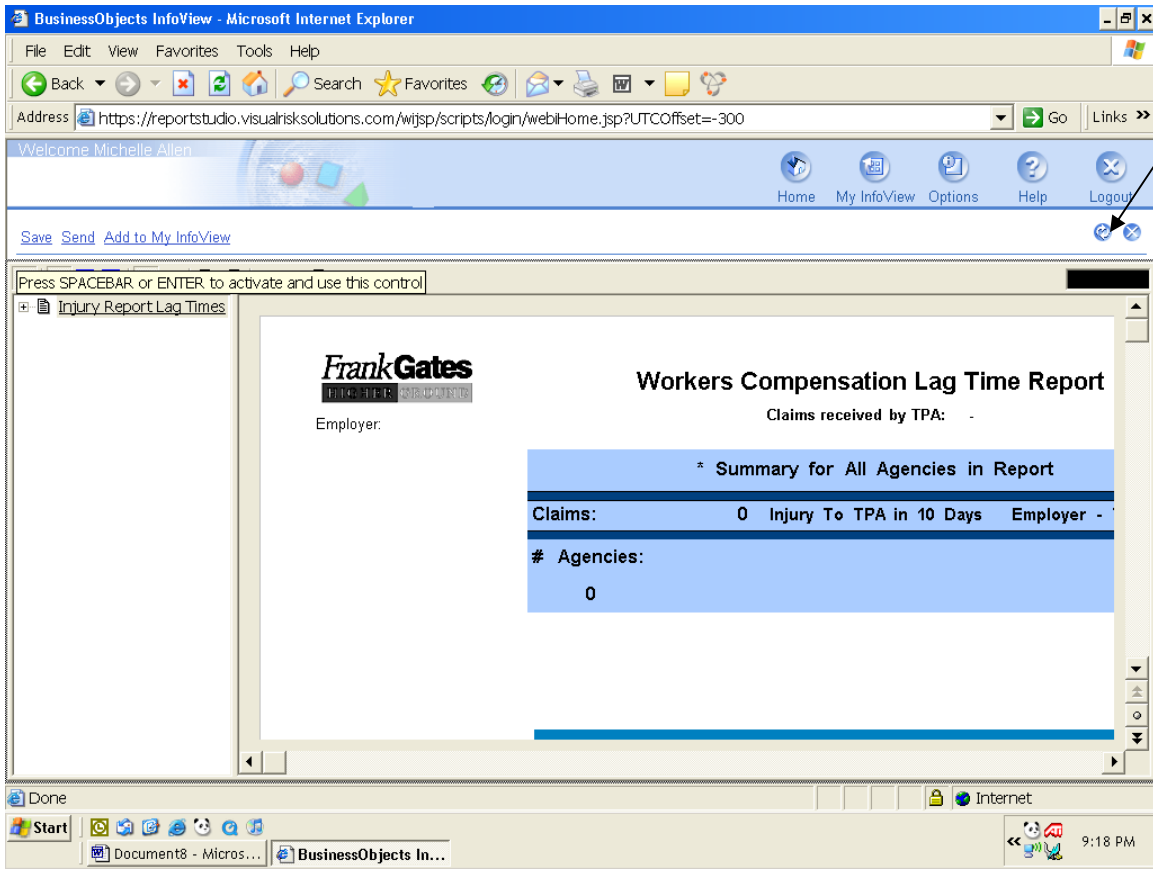
Once logged in, you will see this screen and you need to click on the April EO 94 Lost Time Reports as marked with the arrow above.

The screenshot shows a web browser window titled "BusinessObjects InfoView - Microsoft Internet Explorer". The address bar shows the URL: <https://reportstudio.visualrisksolutions.com/wjisp/scripts/login/webHome.jsp?UTCOffset=-300>. The page content includes a navigation bar with "Home", "My InfoView", "Options", "Help", and "Logout" buttons. Below this, the main heading is "April EO 94 Lost Time Reports". A breadcrumb trail shows "Corporate Documents > COV Recommended Reports > April EO 94 Lost Time Reports". A search box is present on the right. Below the heading, it states "2 Document(s) in April EO 94 Lost Time Reports" and provides links for "View Details" and "Add to My InfoView". A table lists the documents:

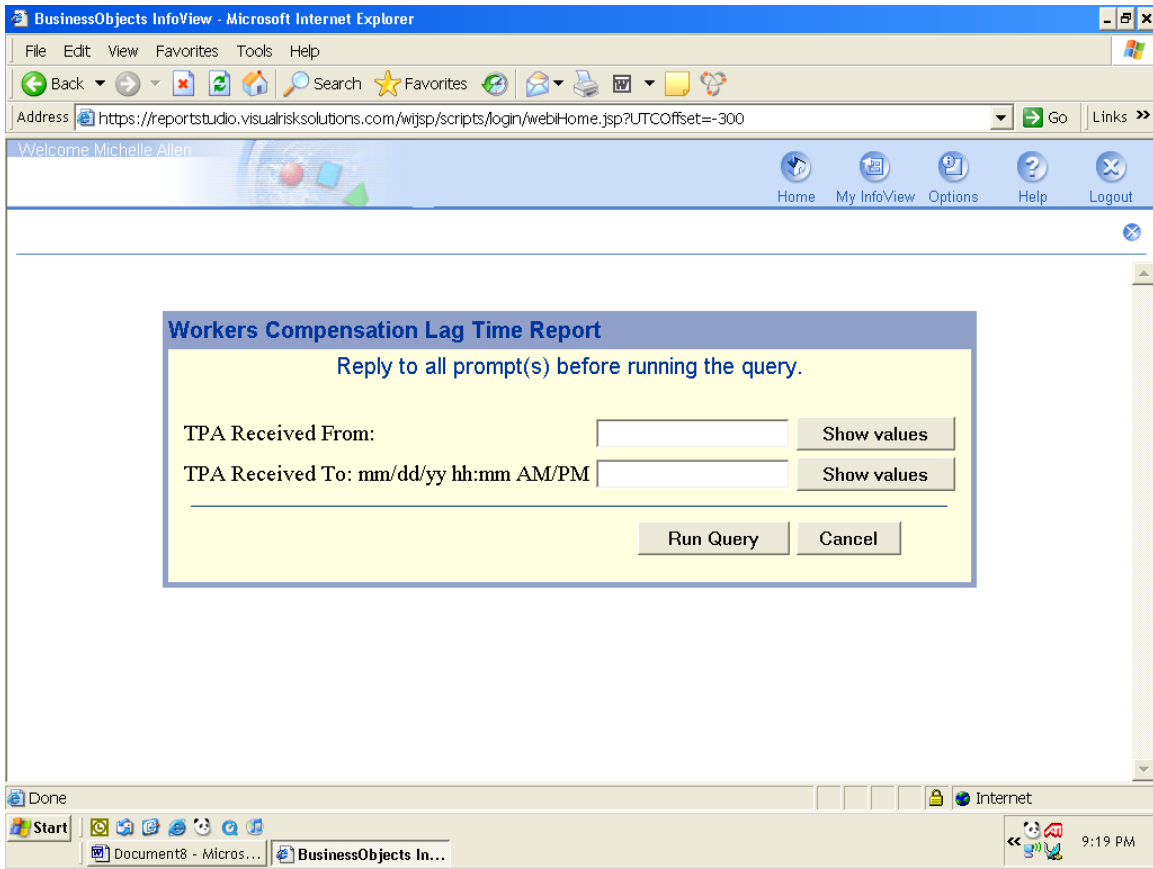
| Name | From | Date | Size |
|---|-----------|------------------------|-------|
| Workers Compensation Lag Time Report | admin cov | 12/20/2007 06:10:44 PM | 190 K |
| Workers Compensation RTW Event Report | admin cov | 12/20/2007 06:19:43 PM | 181 K |

An arrow points to the first report link. Below the table, there are links for "Corporate Documents", "Personal Documents", and "New Document". The Windows taskbar at the bottom shows the Start button, several application icons, and the system clock displaying "9:18 PM".

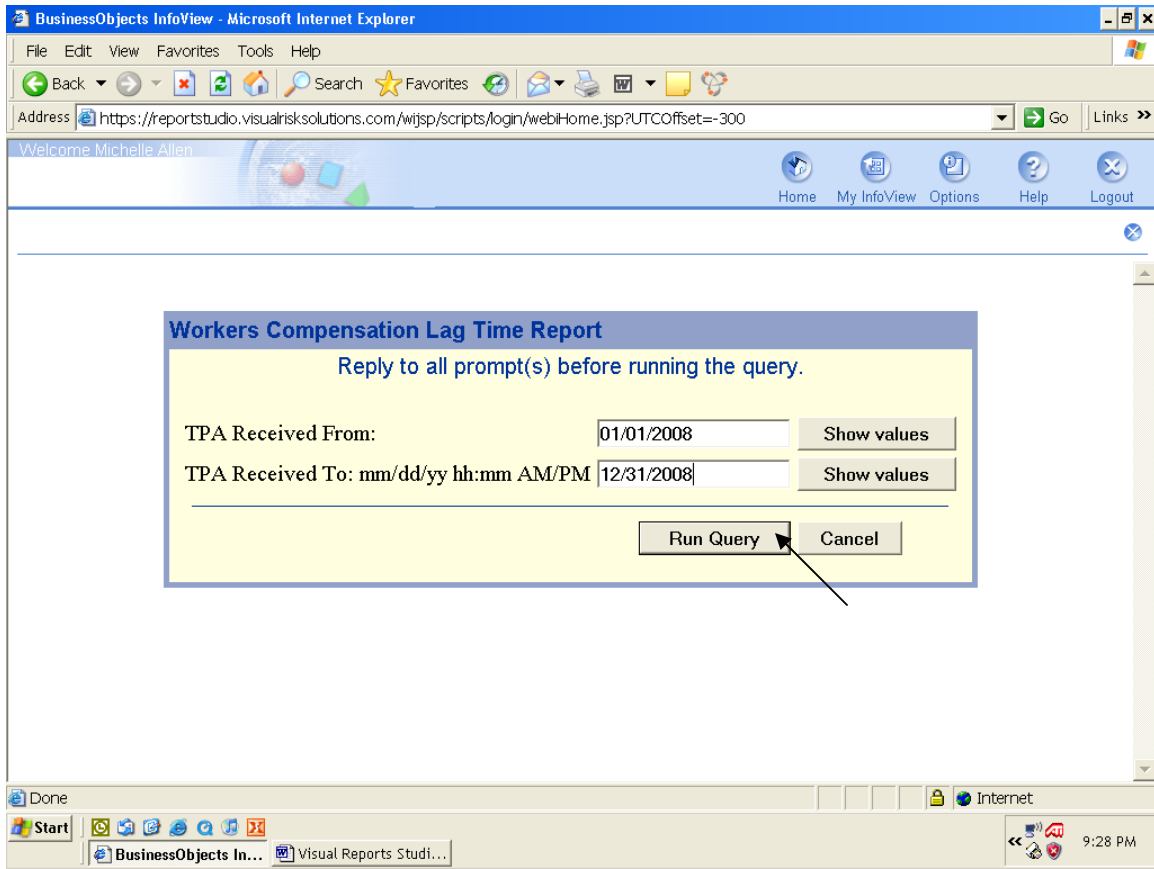
If you open the link marked with an arrow above, it will open the Workers' Compensation Lag Time Report that you need to run for your April 1, 2009 EO 94(05) report.



The screen above will then appear and you need to click on the refresh button marked with an arrow above.



You will then see the following screen where you will input the necessary dates which are listed on the next page.



As noted above in the two boxes, please input 01/01/2008 in the “TPA Received From” box and 12/31/2008 in the “TPA Received To” box. Then hit run query as marked with an arrow above. Your report will populate to show all claims that MCI received from 01/01/2008 through 12/31/2008. It will also detail at the bottom specific claim information if you have any claims that were received by MCI more than ten days from the date of injury. You can use this to complete your analysis.

BusinessObjects InfoView - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://reportstudio.visualriskolutions.com/wijsp/scripts/login/webiHome.jsp?UTCOffset=-300> Go Links >>

Welcome Michelle Allen

Home My InfoView Options Help Logout

April EO 94 Lost Time Reports

[Corporate Documents](#) > [COV Recommended Reports](#) > **April EO 94 Lost Time Reports**

Search
[Advanced...](#)

2 Document(s) in **April EO 94 Lost Time Reports** [View Details](#) [Add to My InfoView](#) List refreshed: 01/09/2008 09:11:58 PM

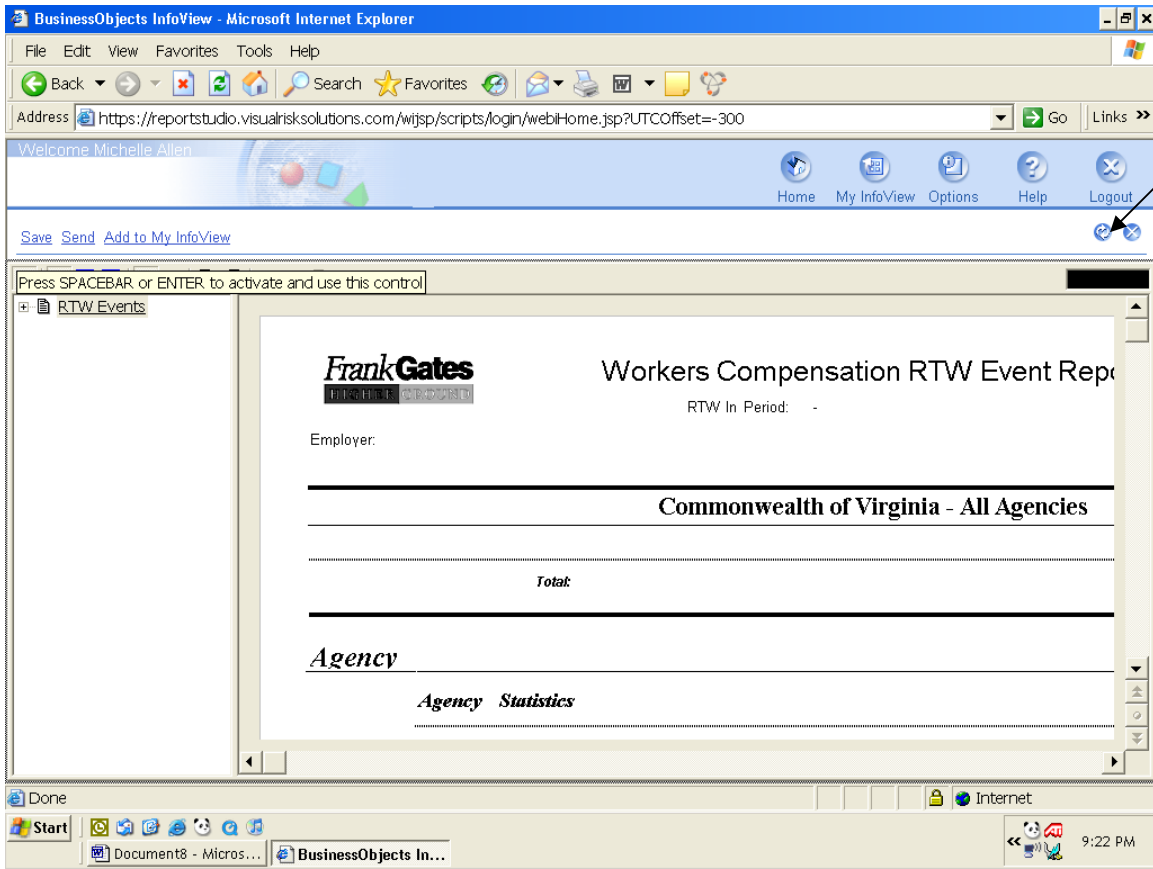
| Name | From | Date | Size |
|---|-----------|------------------------|-------|
| Workers Compensation Lag Time Report | admin cov | 12/20/2007 06:10:44 PM | 190 K |
| Workers Compensation RTW Event Report | admin cov | 12/20/2007 06:19:43 PM | 181 K |

[Corporate Documents](#) [Personal Documents](#) [New Document](#)

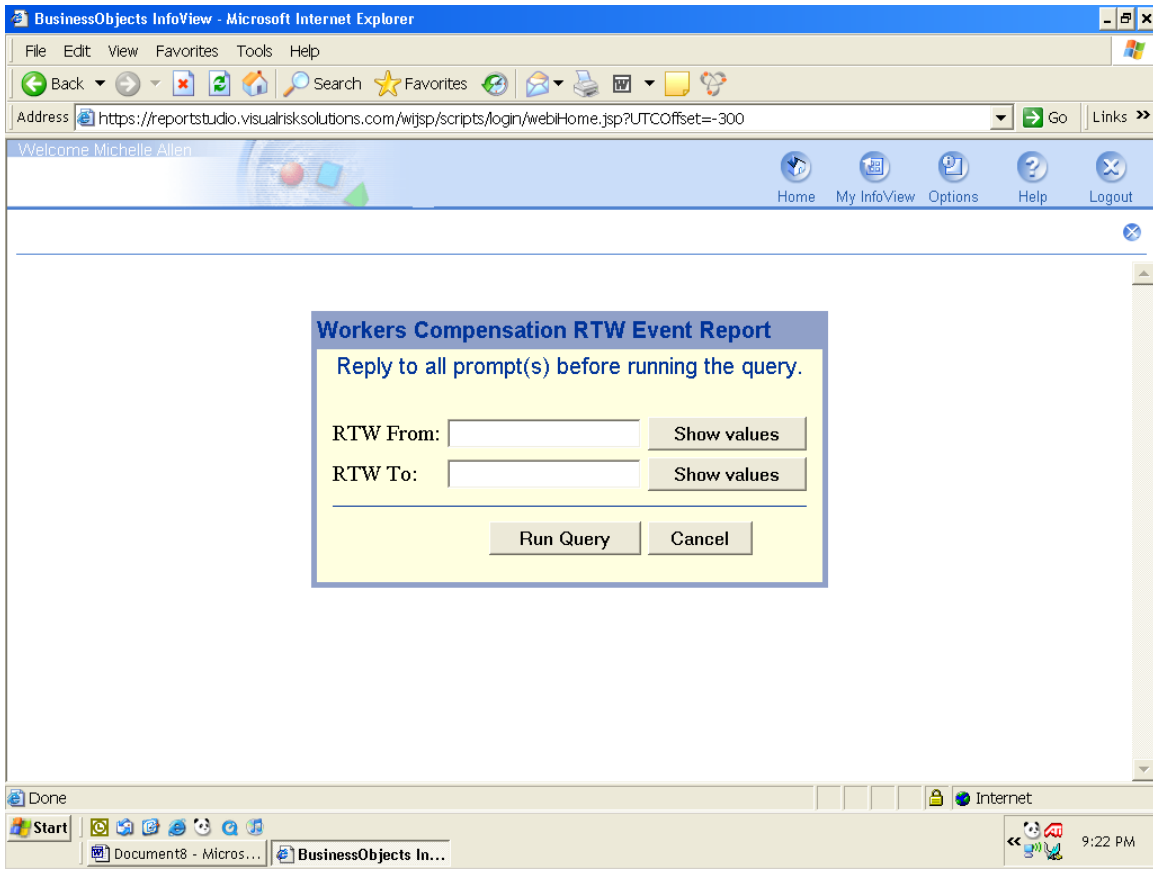
Done Internet

Start Document8 - Micros... BusinessObjects In... 9:21 PM

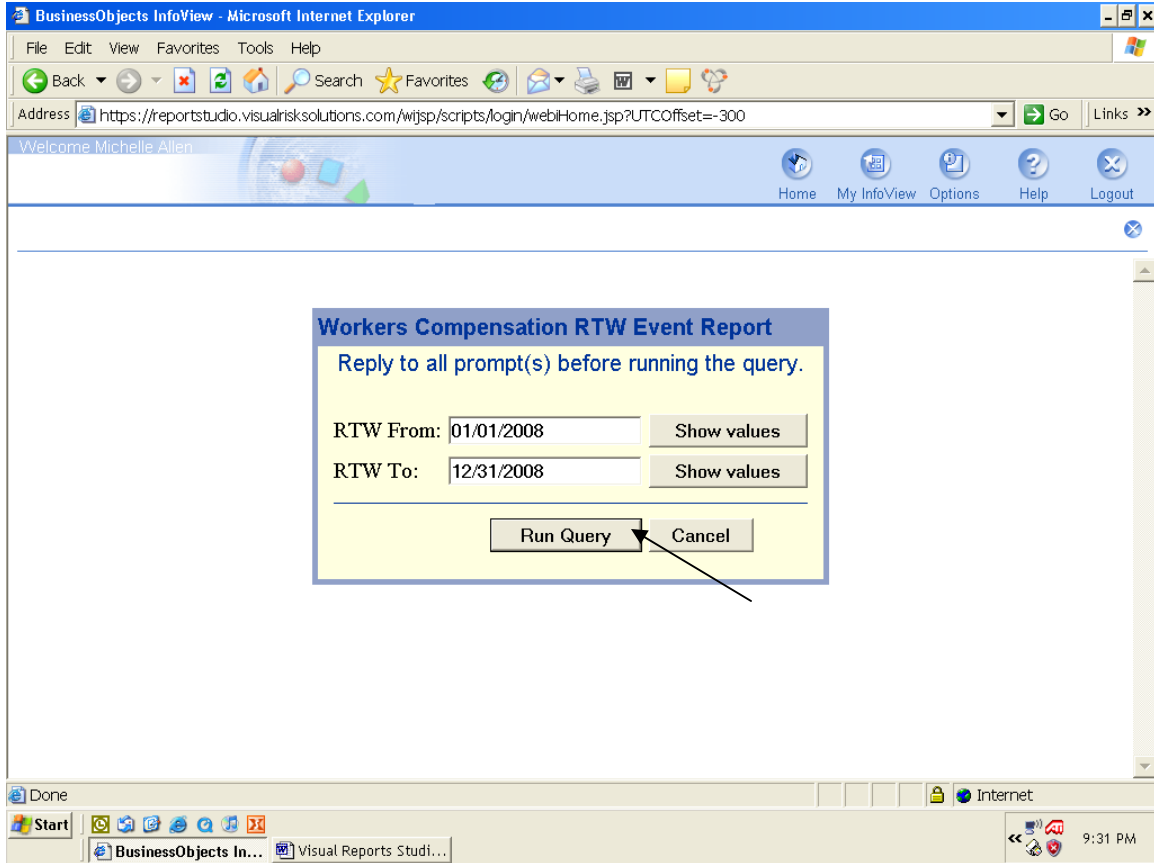
Now you are ready to run your Workers' Compensation RTW Event Report for the April 1, 2009 report. Please click on the link marked with an arrow.



You will click on the refresh button marked with an arrow above.



You will then see the following screen where you will input the necessary dates which are listed on the next page.



As noted above in the two boxes, please input 01/01/2008 in the “RTW From” box and 12/31/2008 in the “RTW To” box. Then hit run query as marked with an arrow above. Your report will populate to show those employees returned to work in CY08.