How to Generate a Fuel Program Utilization Report in Holman

Click on the **Reporting** tab, then choose **Reporting Hub**

Holman Insights			
		DASHBOARDS 🤟	QUICK SEARCH 🤟
Search Vehicles Driver Ordering	Reporting Analytics Communication Telematics Holman pages		
	Dashboard Home		
	Dashboard Store Reporting Hub ⑦		
	Reporting Hub		
	Sales Benchmarking		

Choose Fuel Program Utilization Report under Templates, or use Search BI Templates

Easily filter the listing of reports by selecting from the drop downs or using the Keyword search	Country		Search	Term	Search					
	USA		•							
	Report Topic	rt Topic		Use a keyword to search report						
	Select		•	titles and descriptions						
eports		Description			Report Type	Report Access Count	Published On	Sample	Fav	
		-	nsactions Co2 Expense by fuel type cost per Callon CPG/month Drivers and			Report Access Count	Published Off		Fav	
PINs, Month and Qu						71941	01/29/2020	View Sample	View Sample	

Click on Fuel Program Utilization Report, and the prompt screen will appear

Enter Transaction date(Start):	+	ي ج ک	0
No selected value	+	Q	<u>أ</u>
No selected value			
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	Oł	Ca	ncel
			Car

Enter **Start** and **End** transaction dates and click **OK**

Once the report generates, you can download it by clicking the export symbol, then choose **All Reports**, and click **Export**



If you have any questions, please contact Fleet Management Phone number: 1-855-817-1910 Email: Fleet@wv.gov