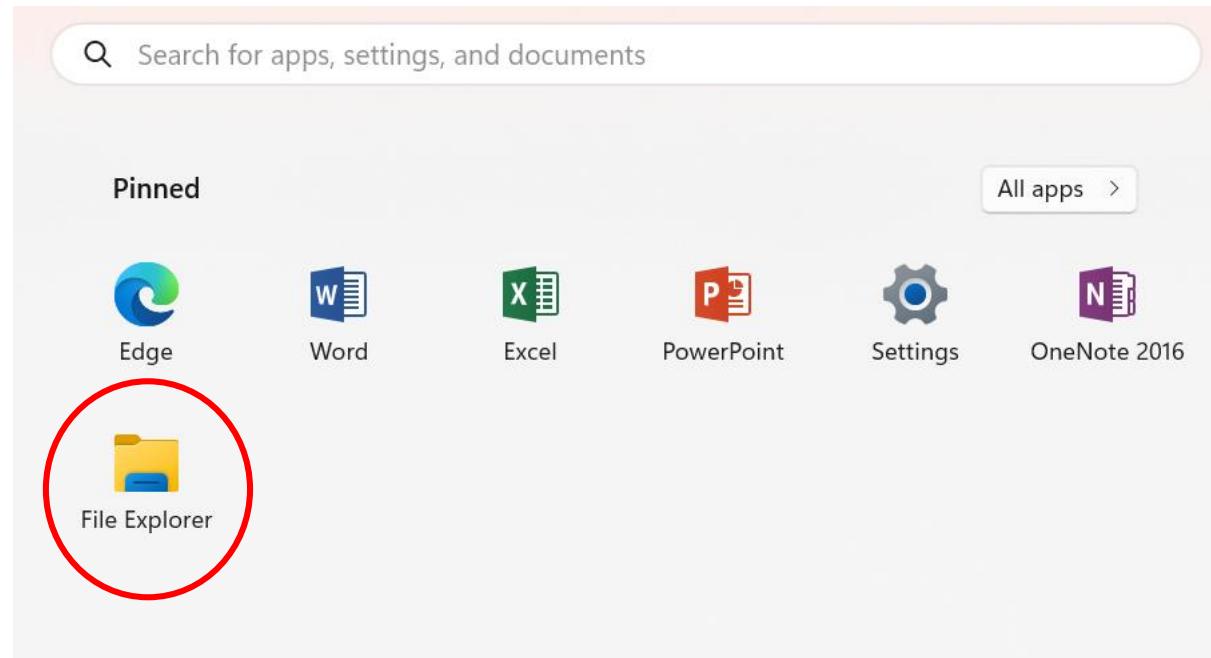


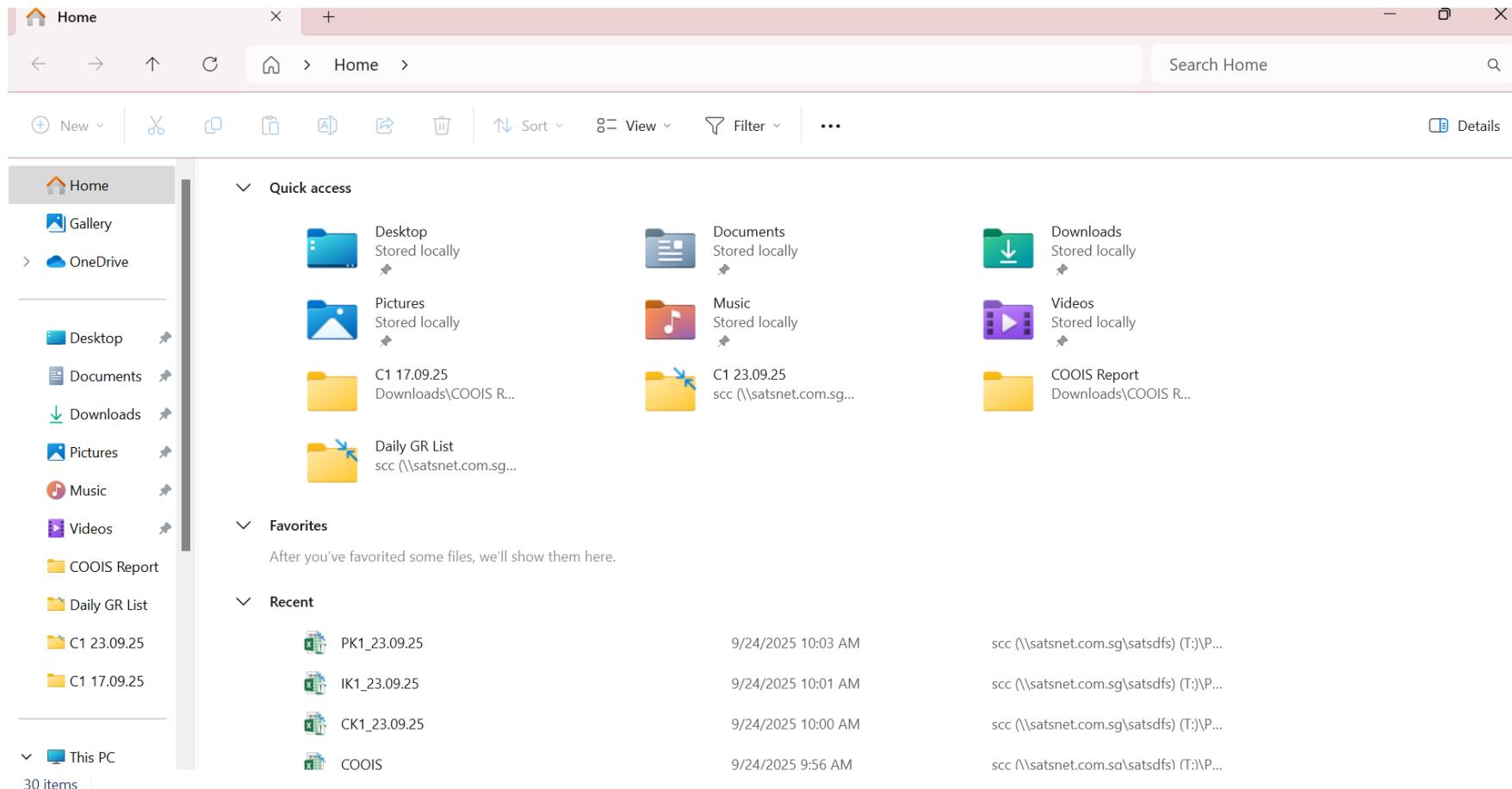
SATS- COOIS Report



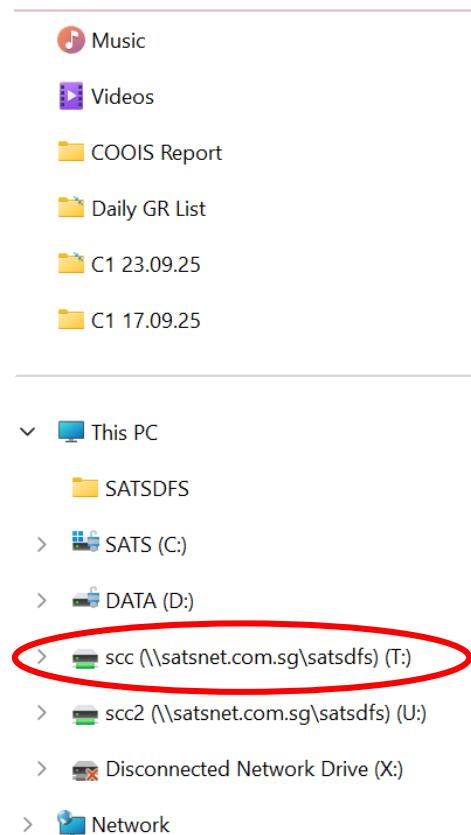
Step 1: Launch File Explorer on your laptop



Step 2: After Launching File Explorer it would prompt you to this page



Step 3: Scroll down and find the T drive file



Step 4: Click on the T drive file and it would prompt you to this page

Name	Date modified	Type	Size
_Testfrom2008_22ndMay	5/22/2023 4:03 PM	File folder	
_TESTfrom2019_22ndMay	5/22/2023 4:02 PM	File folder	
Appl	9/18/2024 9:05 AM	File folder	
ELP	9/2/2025 2:11 PM	File folder	
Home	2/15/2022 2:50 AM	File folder	
IBP	9/18/2024 9:11 AM	File folder	
Inventory	9/22/2025 11:55 AM	File folder	
IPD Folder	5/22/2025 4:22 PM	File folder	
Meal Breakdown Form - ON TEST	9/24/2025 5:29 AM	File folder	
Production Planning	9/12/2025 3:58 PM	File folder	
Proj	7/17/2025 2:04 PM	File folder	
RDS	9/23/2025 1:50 PM	File folder	
Research Database	2/14/2022 12:32 PM	File folder	
SICC Store Ops	3/10/2022 3:11 PM	File folder	
Store OPS	7/18/2018 11:08 AM	File folder	

Step 5: Click on the Production Planning folder

Name	Date modified	Type	Size
_Testfrom2008_22ndMay	5/22/2023 4:03 PM	File folder	
_TESTfrom2019_22ndMay	5/22/2023 4:02 PM	File folder	
Appl	9/18/2024 9:05 AM	File folder	
ELP	9/2/2025 2:11 PM	File folder	
Home	2/15/2022 2:50 AM	File folder	
IBP	9/18/2024 9:11 AM	File folder	
Inventory	9/22/2025 11:55 AM	File folder	
IPD Folder	5/22/2025 4:22 PM	File folder	
Meal Breakdown Form - ON TEST	9/24/2025 5:29 AM	File folder	
Production Planning	9/12/2025 3:58 PM	File folder	
Proj	7/17/2025 2:04 PM	File folder	
RDS	9/23/2025 1:50 PM	File folder	
Research Database	2/14/2022 12:32 PM	File folder	
SICC Store Ops	3/10/2022 3:11 PM	File folder	
Store OPS	7/18/2018 11:08 AM	File folder	

Step 6: After clicking on the production planning folder, it would prompt you to this page

Name	Date modified	Type	Size
📁 ADDITIONAL 2025	9/24/2025 3:05 PM	File folder	
📁 ATM Production	7/11/2025 2:35 PM	File folder	
📁 Bulk & Non Bulk	8/4/2025 12:32 PM	File folder	
📁 Butchery Ordering Form	9/18/2025 10:27 AM	File folder	
📁 C2 IMO Daily	9/24/2025 2:45 PM	File folder	
📁 Cogi Record (Mel)	9/2/2025 4:43 PM	File folder	
📁 Comparison RMV with COGI and Expensing	8/4/2025 12:34 PM	File folder	
📁 COOIS Report	9/24/2025 12:18 PM	File folder	
📁 Critical List Trial	9/11/2025 2:54 PM	File folder	
📁 Daily GR List	9/24/2025 10:56 AM	File folder	
📁 Discrepancy Project	9/24/2025 2:55 PM	File folder	
📁 FFM	8/29/2025 9:08 AM	File folder	
📁 GR Accuracy	9/23/2025 10:49 AM	File folder	
📁 IDOC	9/23/2025 10:51 AM	File folder	
📁 Inventory Recon	9/23/2025 10:51 AM	File folder	
...			

Step 7: Scroll down and look for COOIS Report folder and click on it

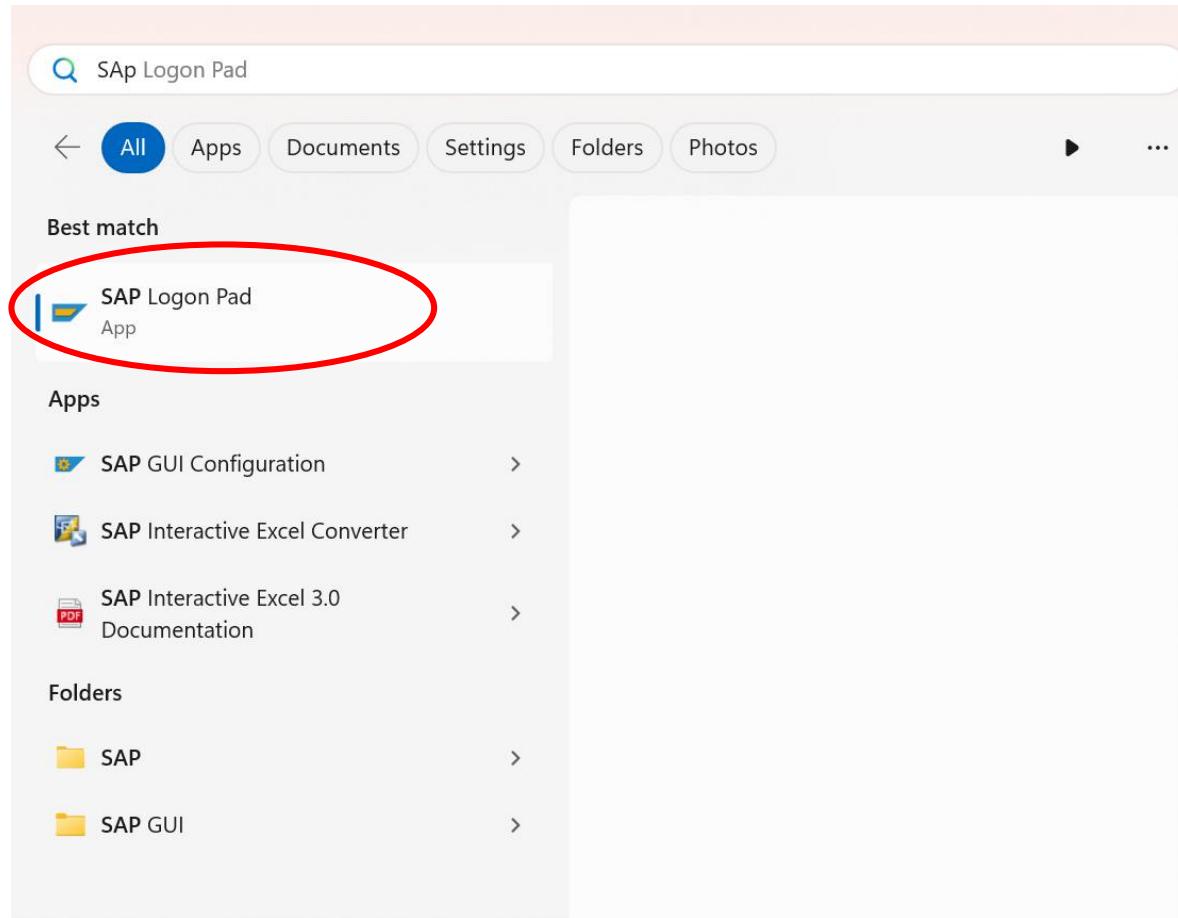
📁 ADDITIONAL 2025	9/24/2025 3:05 PM	File folder
📁 ATM Production	7/11/2025 2:35 PM	File folder
📁 Bulk & Non Bulk	8/4/2025 12:32 PM	File folder
📁 Butchery Ordering Form	9/18/2025 10:27 AM	File folder
📁 C2 IMO Daily	9/24/2025 2:45 PM	File folder
📁 Cogi Record (Mel)	9/2/2025 4:43 PM	File folder
📁 Comparison RMV with COGI and Expensing	8/4/2025 12:34 PM	File folder
📁 COOIS Report	9/24/2025 12:18 PM	File folder
📁 Critical List Trial	9/11/2025 2:54 PM	File folder
📁 Daily GR List	9/24/2025 10:56 AM	File folder
📁 Discrepancy Project	9/24/2025 2:55 PM	File folder
📁 FFM	8/29/2025 9:08 AM	File folder
📁 GR Accuracy	9/23/2025 10:49 AM	File folder
📁 IDOC	9/23/2025 10:51 AM	File folder
📁 Inventory Recon	9/23/2025 10:51 AM	File folder
...		



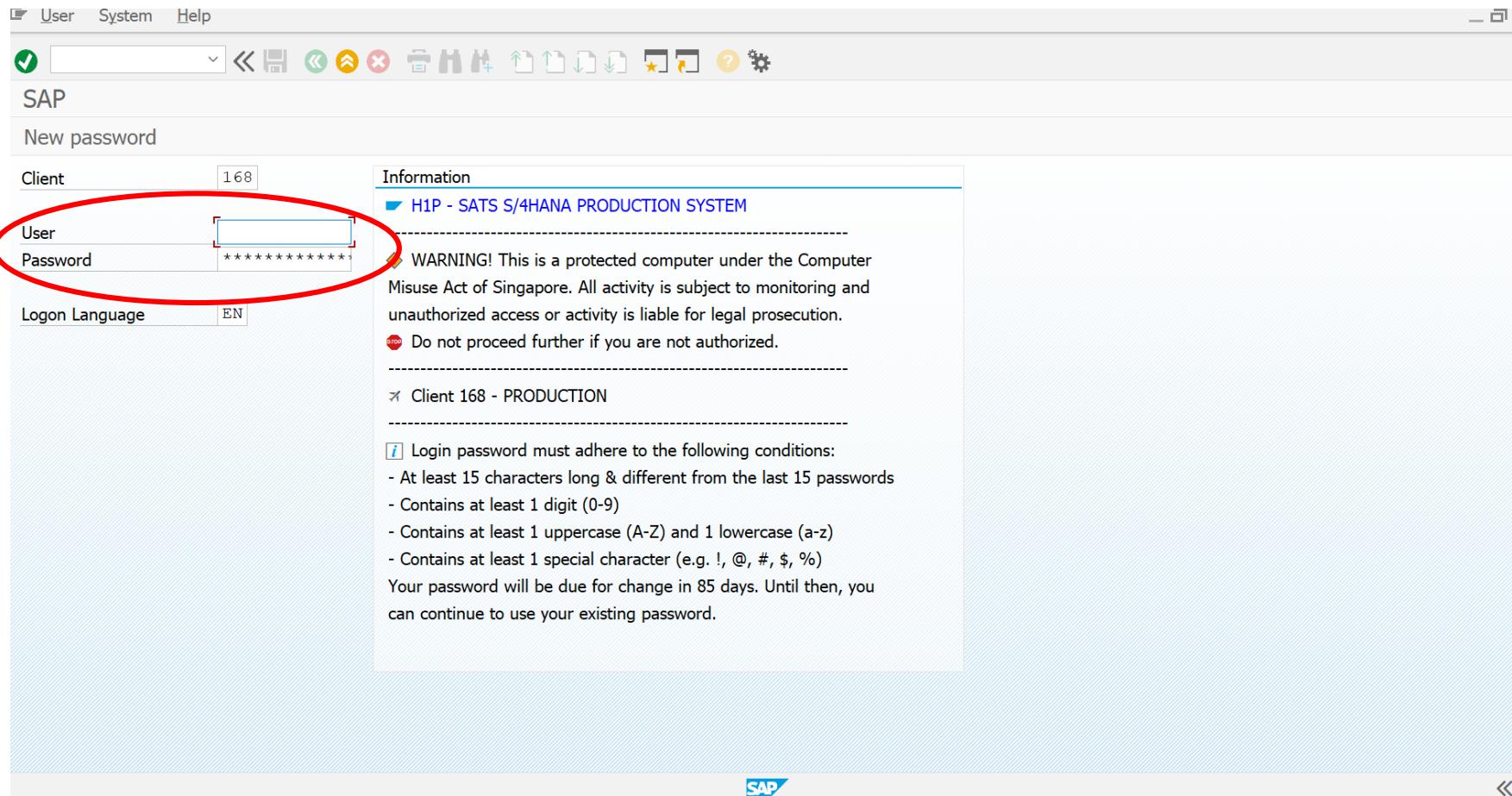
Step 8: After clicking on it, it would prompt you to this page

Name	Date modified	Type	Size
📁 Daily GR List C1	9/23/2025 4:19 PM	File folder	
📁 Daily GR List C2	9/23/2025 4:20 PM	File folder	
📁 Daily Production Orders Report	9/23/2025 4:23 PM	File folder	
📁 GR accuracy	9/23/2025 4:19 PM	File folder	
📁 Mass GR	9/24/2025 12:18 PM	File folder	
📄 B57CC915.tmp	5/25/2025 3:56 PM	TMP File	27,319 KB
📄 Before After COOIS	11/12/2024 1:45 PM	Microsoft Word Doc...	16 KB
xlsx COOIS Reports Automate	9/23/2025 5:02 PM	Microsoft Excel Macr...	26,996 KB
xlsx COOIS	9/23/2025 4:16 PM	Microsoft Excel Work...	8,824 KB
xlsx EXPORT_20250922_060649	9/22/2025 6:09 AM	Microsoft Excel Work...	612 KB
📄 table.png	9/22/2025 8:06 AM	pngfile	37 KB
📄 table2.png	9/22/2025 8:06 AM	pngfile	38 KB
📄 table3.png	9/22/2025 8:06 AM	pngfile	22 KB
xlsx test	7/2/2025 3:41 PM	Microsoft Excel Work...	10 KB

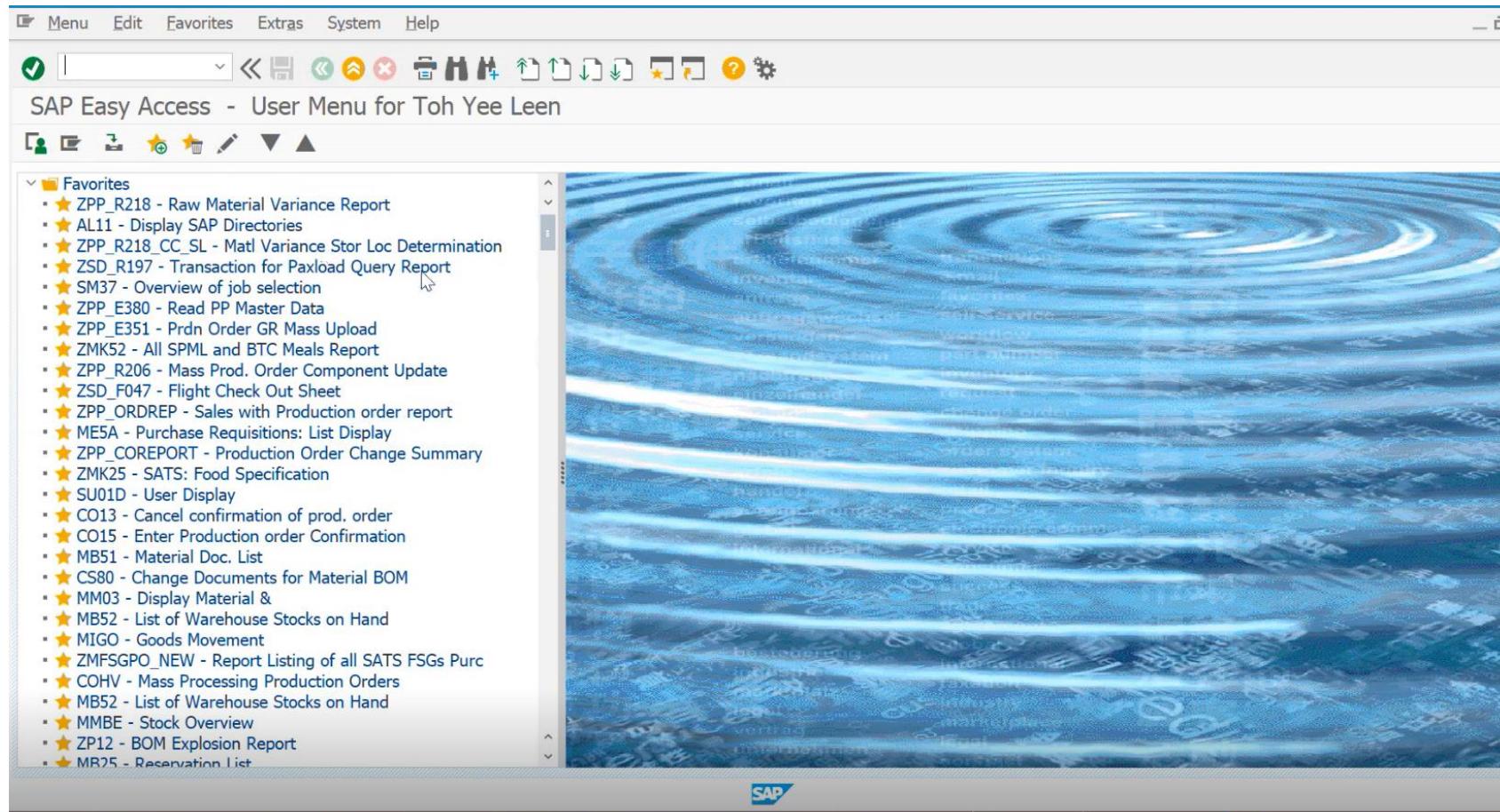
Step 9: Next, Launch SAP



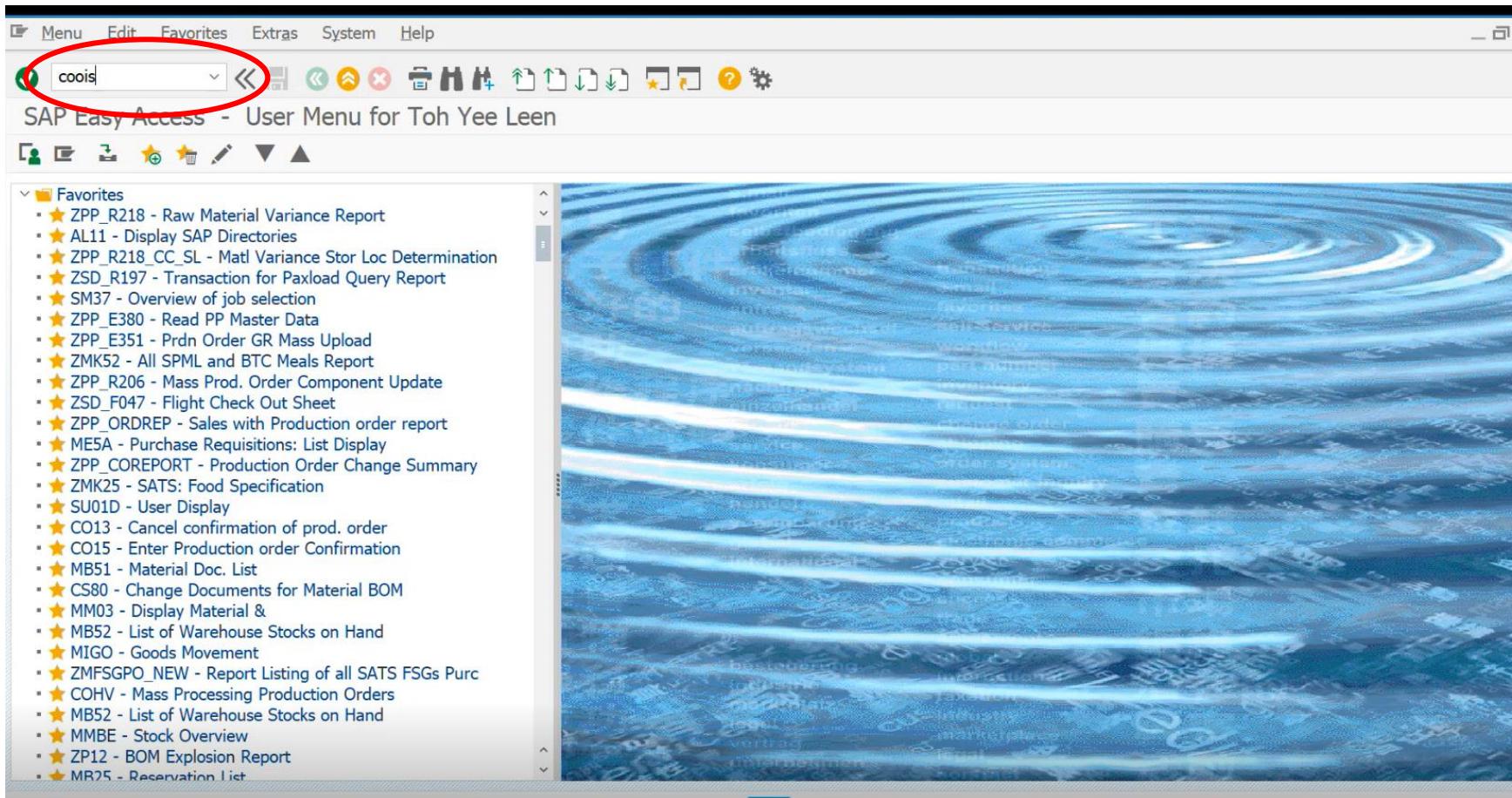
Step 10: After launching SAP, key in your User ID and Password and sign in



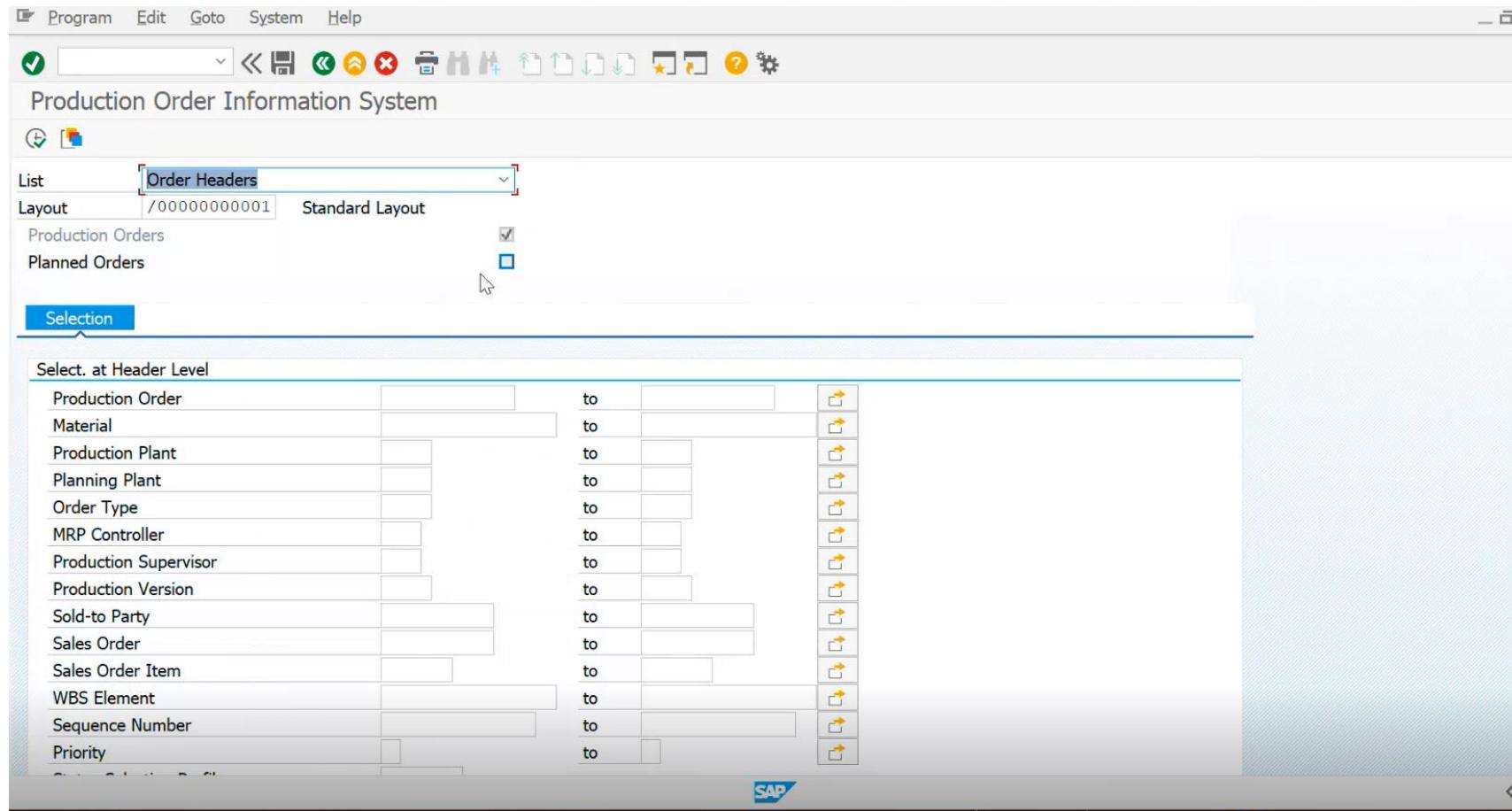
Step 11: After signing in, it'll prompt you to this page



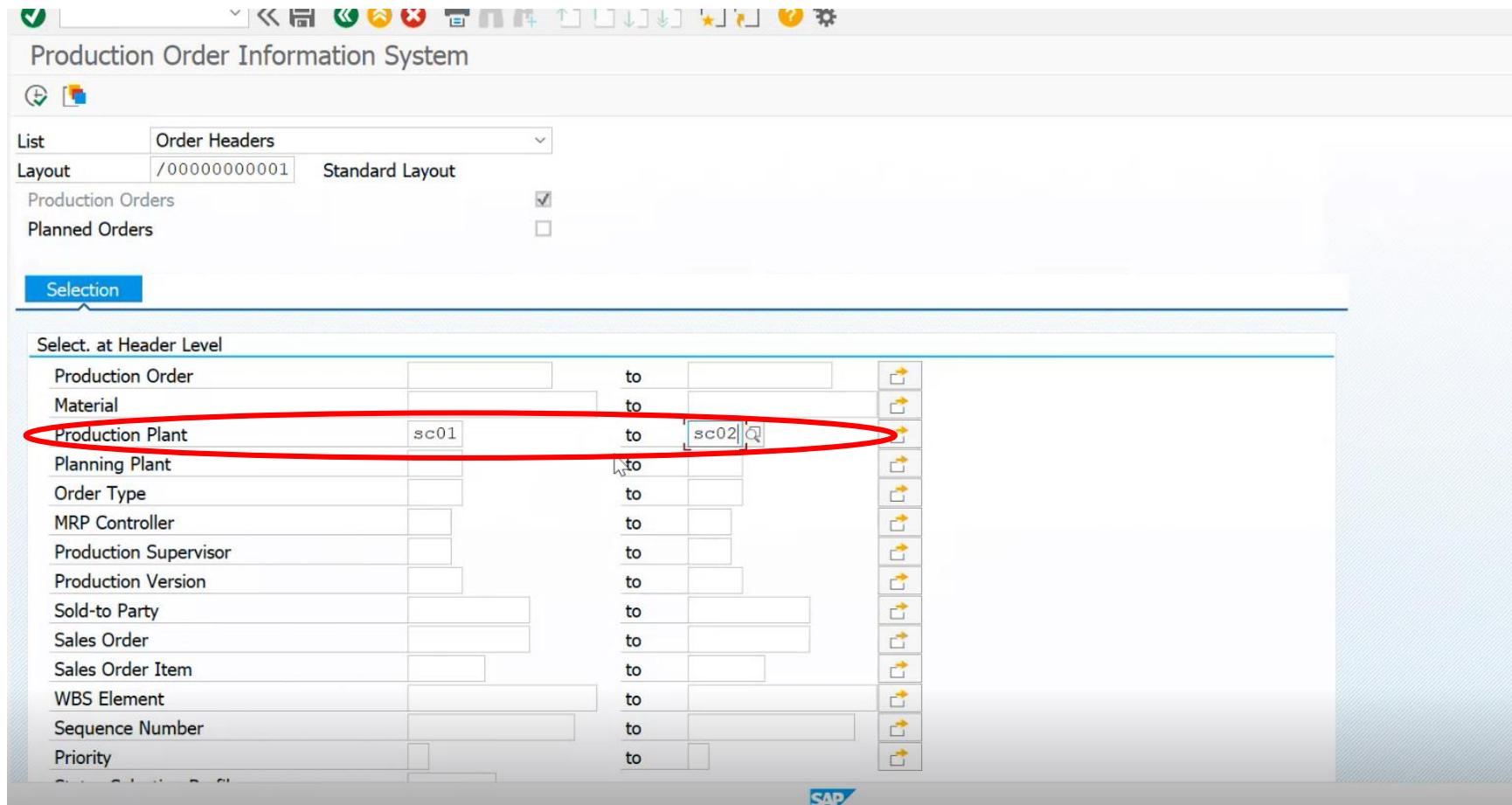
Step 12: Go to the search bar and type COOIS



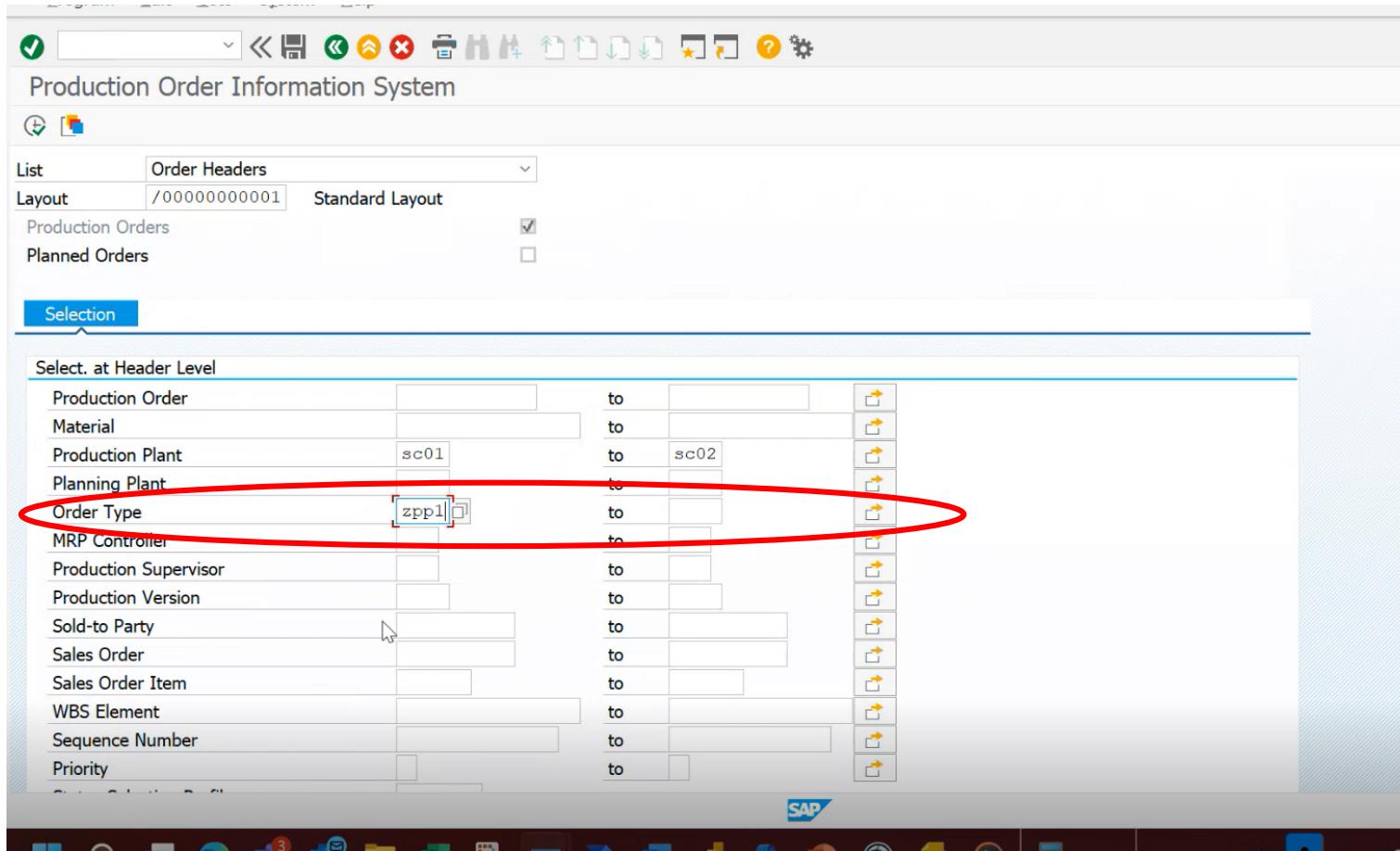
Step 13: After typing COOIS press enter and it would prompt you to this page



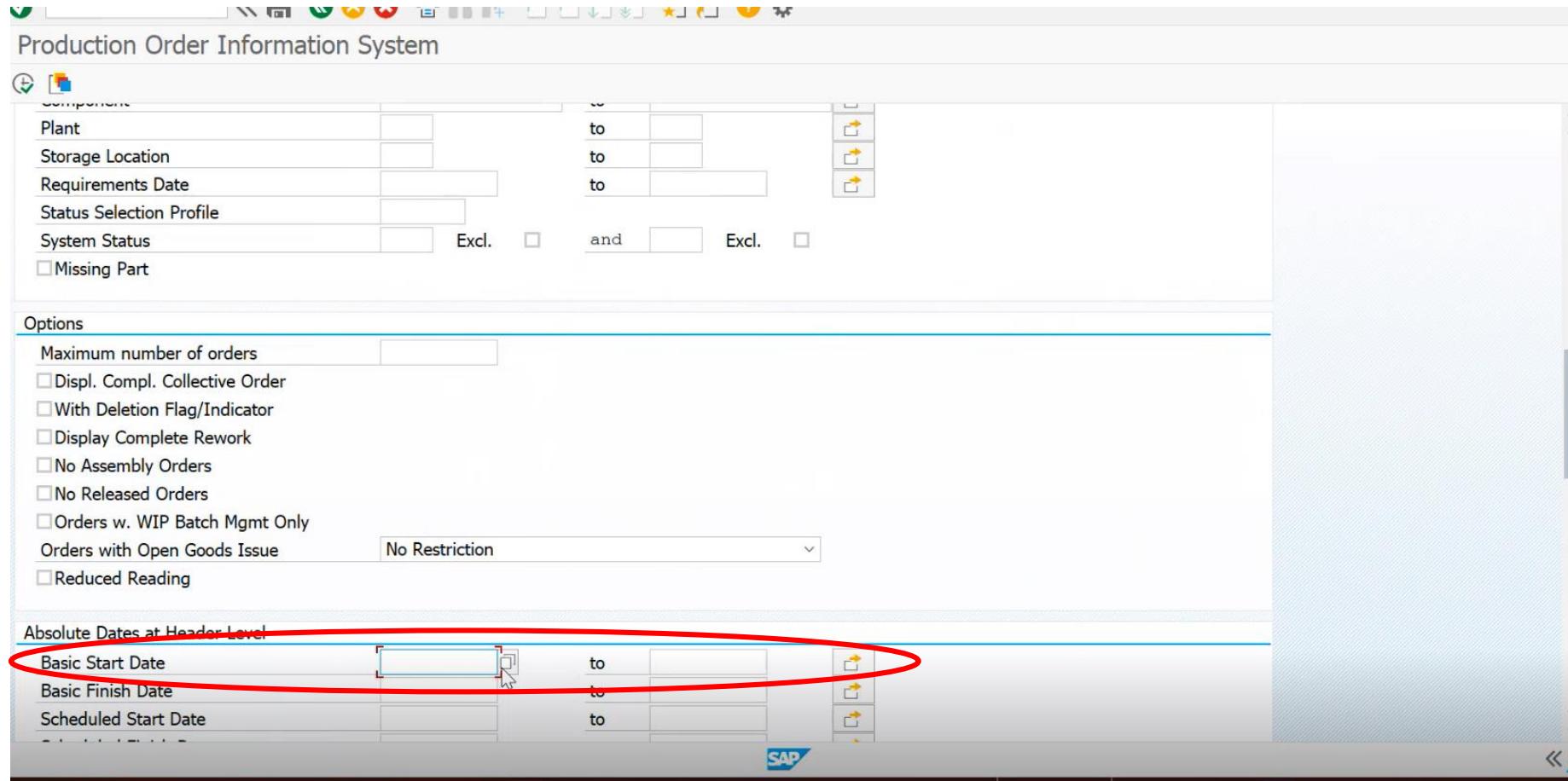
Step 14: Input SC01 to SC02 for Production Plant



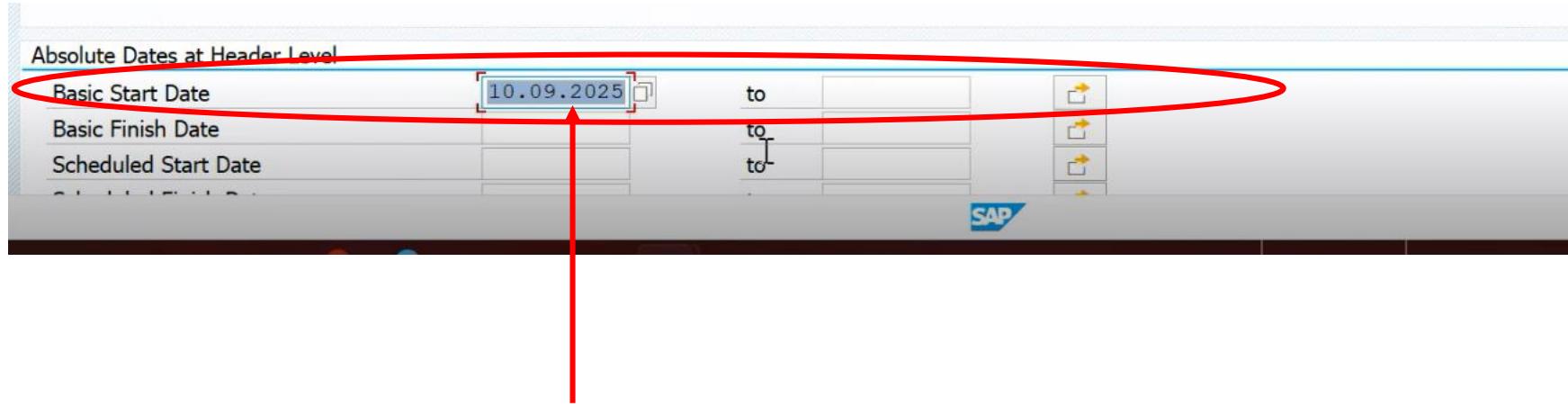
Step 15: Next, for order type input ZPP1



Step 16: Once that is done scroll down to find Basic Start Dates



Step 17: For example if today is 23 Sep we minus 14 days and it would be 10 Sep



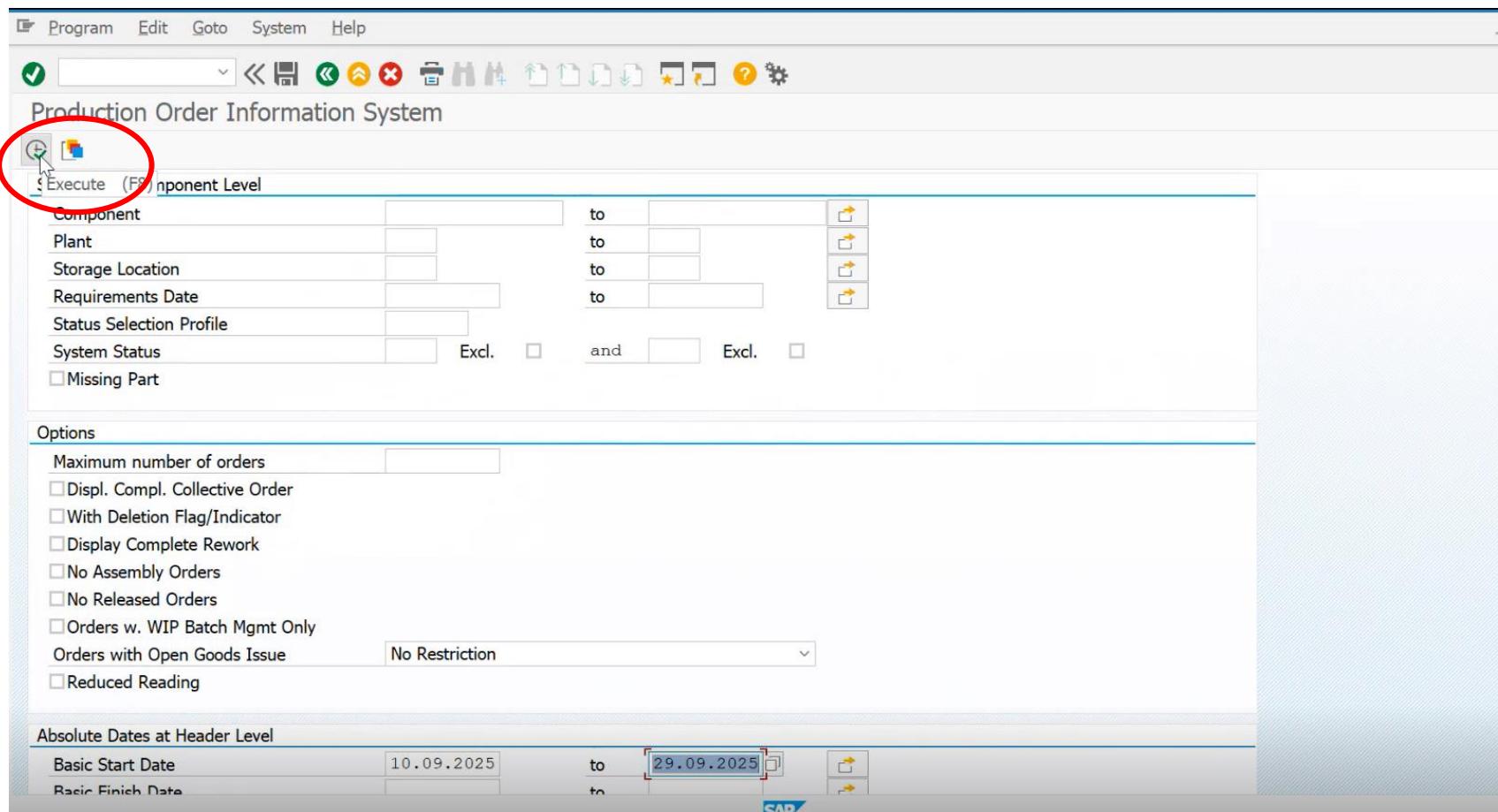
First start date is 10 Sep 2025

Step 18: Next from 23 Sep, you add 7 days which would be the end date which is 29 Sep

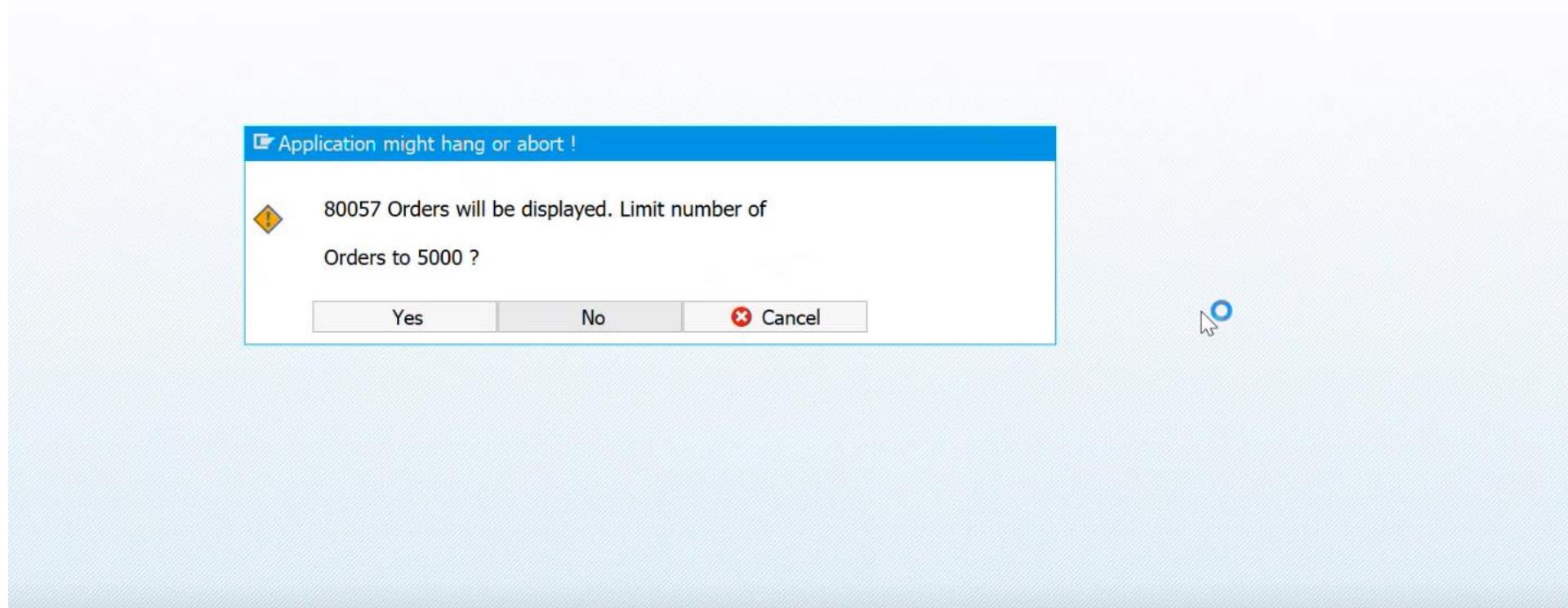
Absolute Dates at Header Level			
Basic Start Date	10.09.2025	to	29.09.2025
Basic Finish Date		to	L
Scheduled Start Date		to	

End date would be 29 Sep 2025

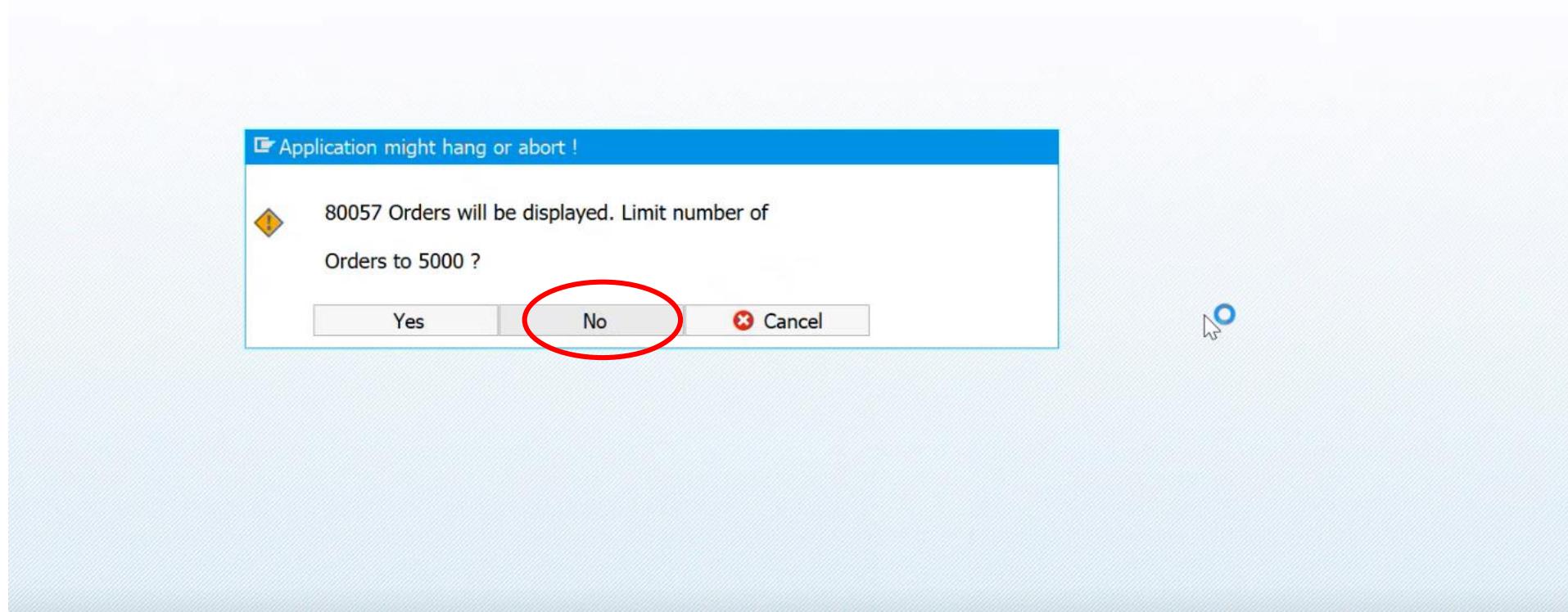
Step 19: Once that is done, press execute



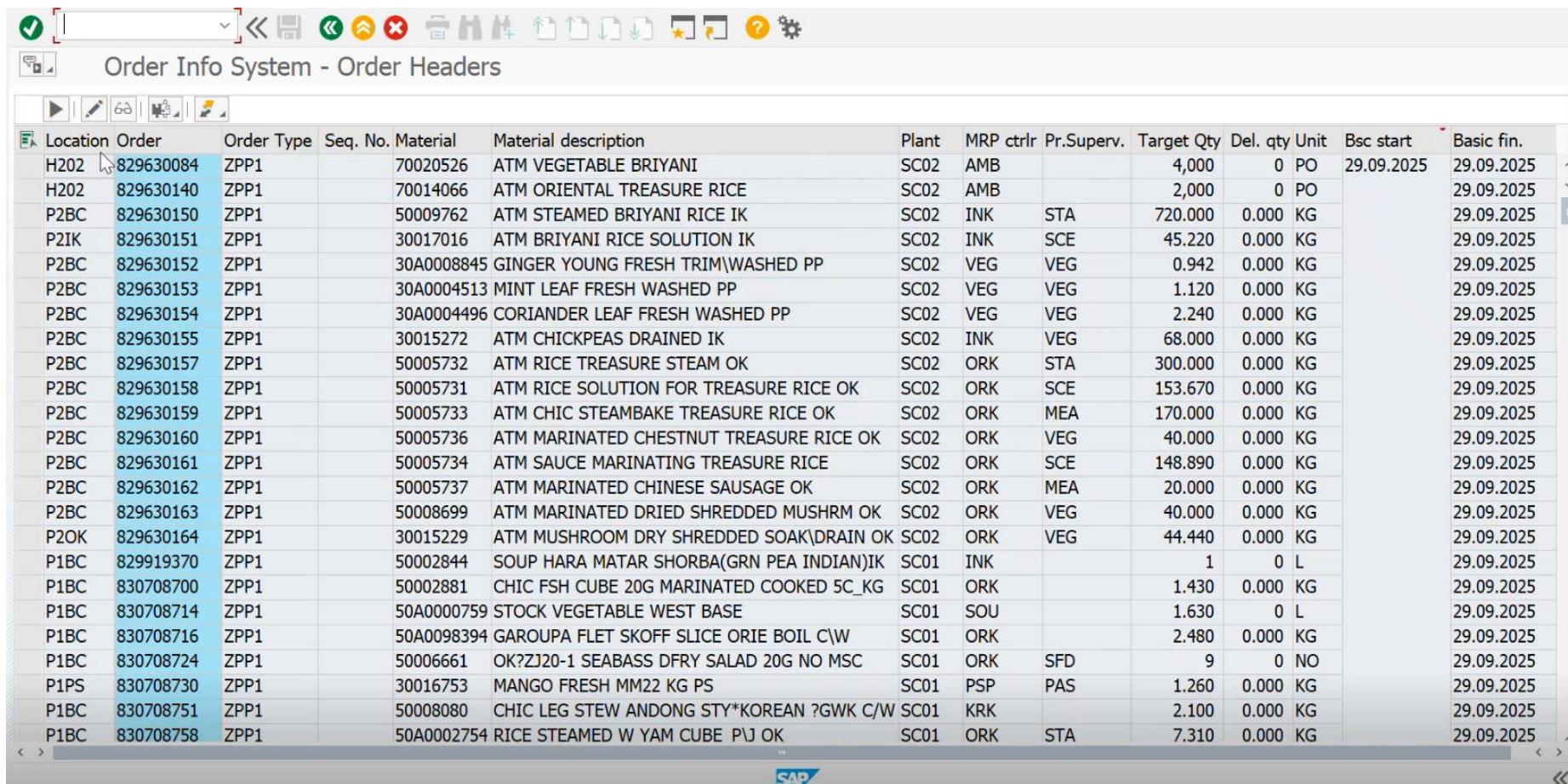
Step 20: After the report is done running, the following would pop up



Step 21: Press no on the pop up



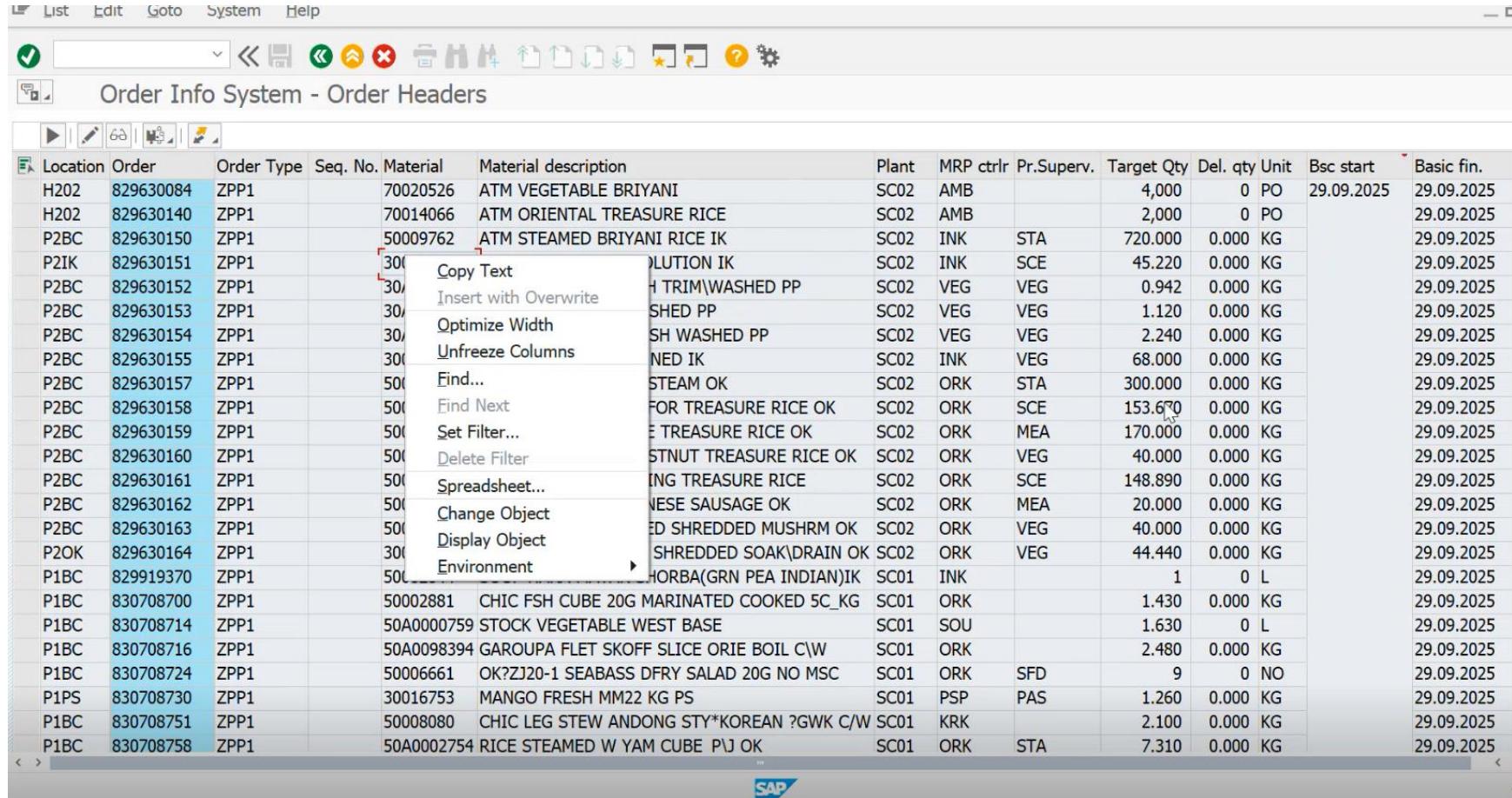
Step 22: After pressing no, this would prompt up



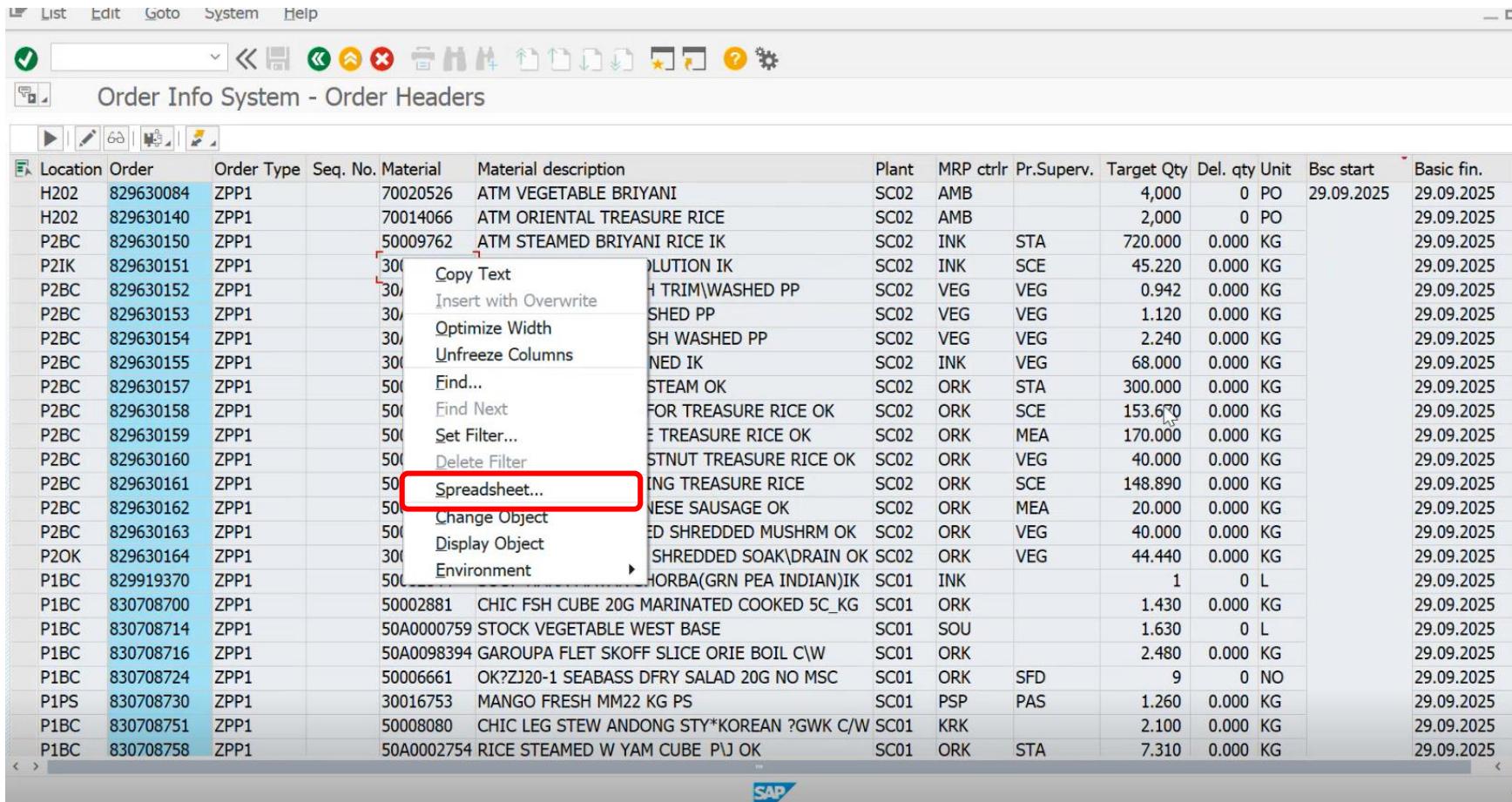
The screenshot shows the SAP Order Info System - Order Headers interface. The window title is "Order Info System - Order Headers". The toolbar contains various icons for navigation and data management. The main area displays a grid of order header data with the following columns: Location, Order, Order Type, Seq. No., Material, Material description, Plant, MRP ctrlr, Pr.Superv., Target Qty, Del. qty, Unit, Bsc start, and Basic fin. The data includes rows for various items such as ATM VEGETABLE BRIYANI, ATM ORIENTAL TREASURE RICE, and ATM STEAMED BRIYANI RICE IK, among others. The "Bsc start" column consistently shows the date 29.09.2025, and the "Basic fin." column consistently shows the date 29.09.2025.

Location	Order	Order Type	Seq. No.	Material	Material description	Plant	MRP ctrlr	Pr.Superv.	Target Qty	Del. qty	Unit	Bsc start	Basic fin.	
H202	829630084	ZPP1		70020526	ATM VEGETABLE BRIYANI	SC02	AMB		4,000	0	PO	29.09.2025	29.09.2025	
H202	829630140	ZPP1		70014066	ATM ORIENTAL TREASURE RICE	SC02	AMB		2,000	0	PO	29.09.2025	29.09.2025	
P2BC	829630150	ZPP1		50009762	ATM STEAMED BRIYANI RICE IK	SC02	INK	STA	720.000	0.000	KG	29.09.2025	29.09.2025	
P2IK	829630151	ZPP1		30017016	ATM BRIYANI RICE SOLUTION IK	SC02	INK	SCE	45.220	0.000	KG	29.09.2025	29.09.2025	
P2BC	829630152	ZPP1		30A0008845	GINGER YOUNG FRESH TRIM\WASHED PP	SC02	VEG	VEG	0.942	0.000	KG	29.09.2025	29.09.2025	
P2BC	829630153	ZPP1		30A0004513	MINT LEAF FRESH WASHED PP	SC02	VEG	VEG	1.120	0.000	KG	29.09.2025	29.09.2025	
P2BC	829630154	ZPP1		30A0004496	CORIANDER LEAF FRESH WASHED PP	SC02	VEG	VEG	2.240	0.000	KG	29.09.2025	29.09.2025	
P2BC	829630155	ZPP1		30015272	ATM CHICKPEAS DRAINED IK	SC02	INK	VEG	68.000	0.000	KG	29.09.2025	29.09.2025	
P2BC	829630157	ZPP1		50005732	ATM RICE TREASURE STEAM OK	SC02	ORK	STA	300.000	0.000	KG	29.09.2025	29.09.2025	
P2BC	829630158	ZPP1		50005731	ATM RICE SOLUTION FOR TREASURE RICE OK	SC02	ORK	SCE	153.670	0.000	KG	29.09.2025	29.09.2025	
P2BC	829630159	ZPP1		50005733	ATM CHIC STEAMBAKE TREASURE RICE OK	SC02	ORK	MEA	170.000	0.000	KG	29.09.2025	29.09.2025	
P2BC	829630160	ZPP1		50005736	ATM MARINATED CHESTNUT TREASURE RICE OK	SC02	ORK	VEG	40.000	0.000	KG	29.09.2025	29.09.2025	
P2BC	829630161	ZPP1		50005734	ATM SAUCE MARINATING TREASURE RICE	SC02	ORK	SCE	148.890	0.000	KG	29.09.2025	29.09.2025	
P2BC	829630162	ZPP1		50005737	ATM MARINATED CHINESE SAUSAGE OK	SC02	ORK	MEA	20.000	0.000	KG	29.09.2025	29.09.2025	
P2BC	829630163	ZPP1		50008699	ATM MARINATED DRIED SHREDDED MUSHRM OK	SC02	ORK	VEG	40.000	0.000	KG	29.09.2025	29.09.2025	
P2OK	829630164	ZPP1		30015229	ATM MUSHROOM DRY SHREDDED SOAK\RAIN OK	SC02	ORK	VEG	44.440	0.000	KG	29.09.2025	29.09.2025	
P1BC	829919370	ZPP1		50002844	SOUP HARA MATAR SHORBA(GRN PEA INDIAN)IK	SC01	INK			1	0	L	29.09.2025	29.09.2025
P1BC	830708700	ZPP1		50002881	CHIC FSH CUBE 20G MARINATED COOKED 5C_KG	SC01	ORK			1.430	0.000	KG	29.09.2025	29.09.2025
P1BC	830708714	ZPP1		50A0000759	STOCK VEGETABLE WEST BASE	SC01	SOU			1.630	0	L	29.09.2025	29.09.2025
P1BC	830708716	ZPP1		50A0098394	GAROUPA FLET SKOFF SLICE ORIE BOIL C\W	SC01	ORK			2.480	0.000	KG	29.09.2025	29.09.2025
P1BC	830708724	ZPP1		50006661	OK?ZJ20-1 SEABASS DFRY SALAD 20G NO MSC	SC01	ORK	SFD		9	0	NO	29.09.2025	29.09.2025
P1PS	830708730	ZPP1		30016753	MANGO FRESH MM22 KG PS	SC01	PSP	PAS		1.260	0.000	KG	29.09.2025	29.09.2025
P1BC	830708751	ZPP1		50008080	CHIC LEG STEW ANDONG STY*KOREAN ?GWK C/W	SC01	KRK			2.100	0.000	KG	29.09.2025	29.09.2025
P1BC	830708758	ZPP1		50A0002754	RICE STEAMED W YAM CUBE P\J OK	SC01	ORK	STA		7.310	0.000	KG	29.09.2025	29.09.2025

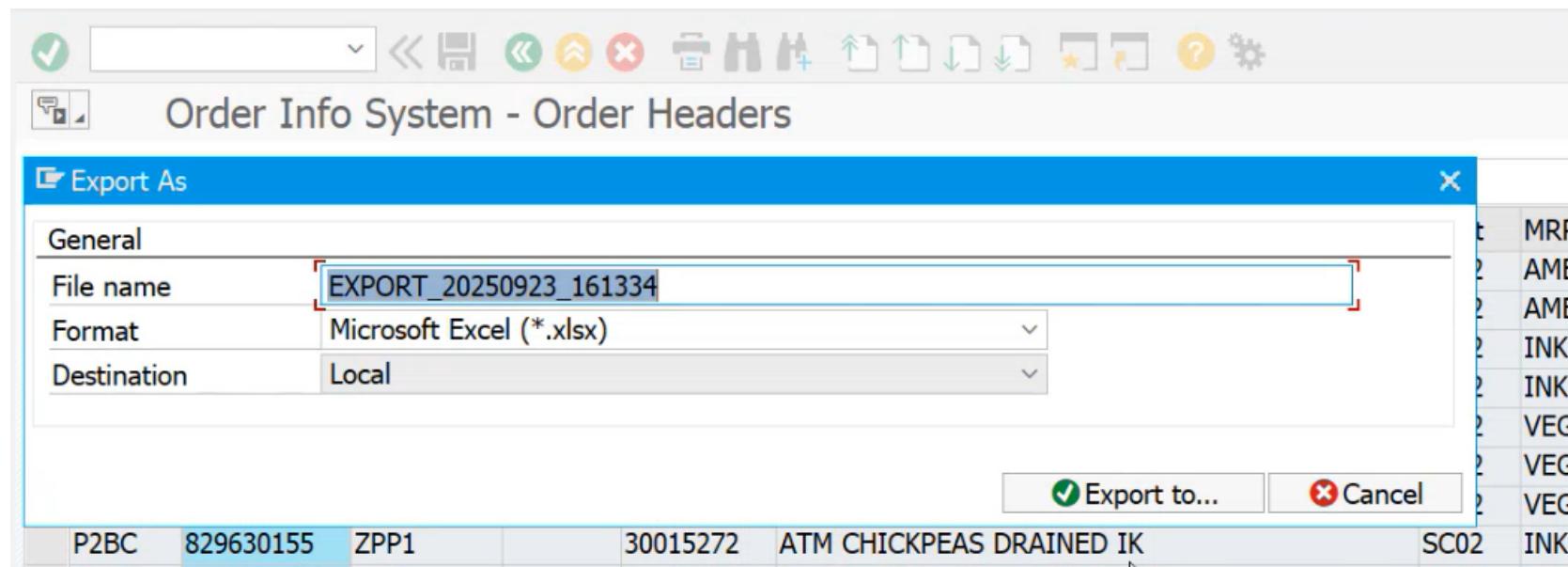
Step 23: Right click any of the table and the following pop up would show



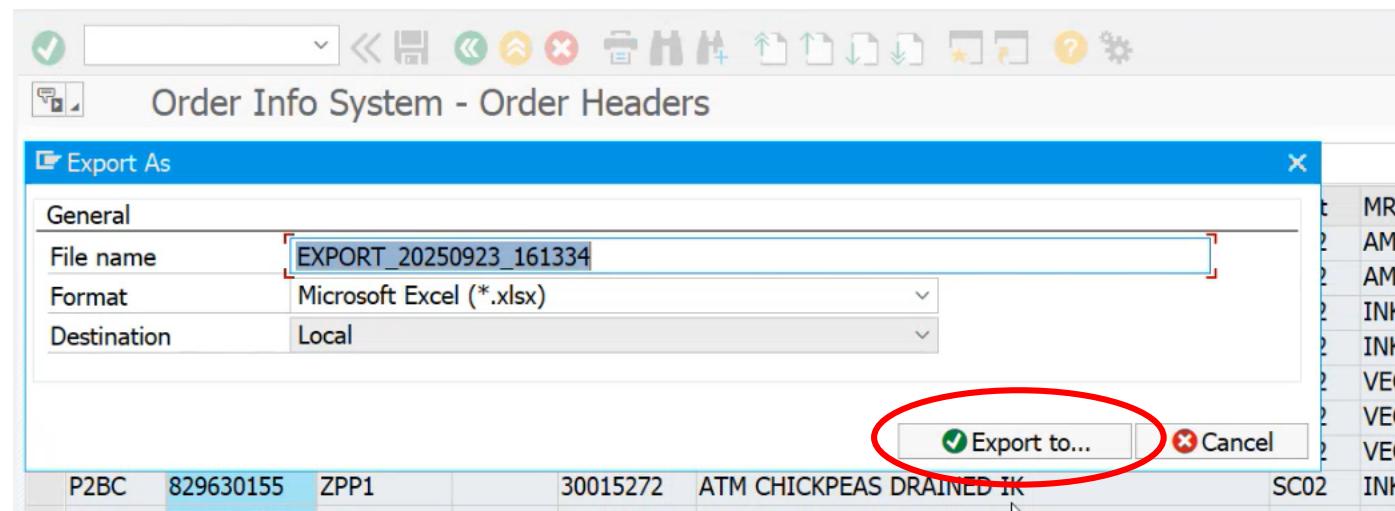
Step 24: Next, click on spreadsheet



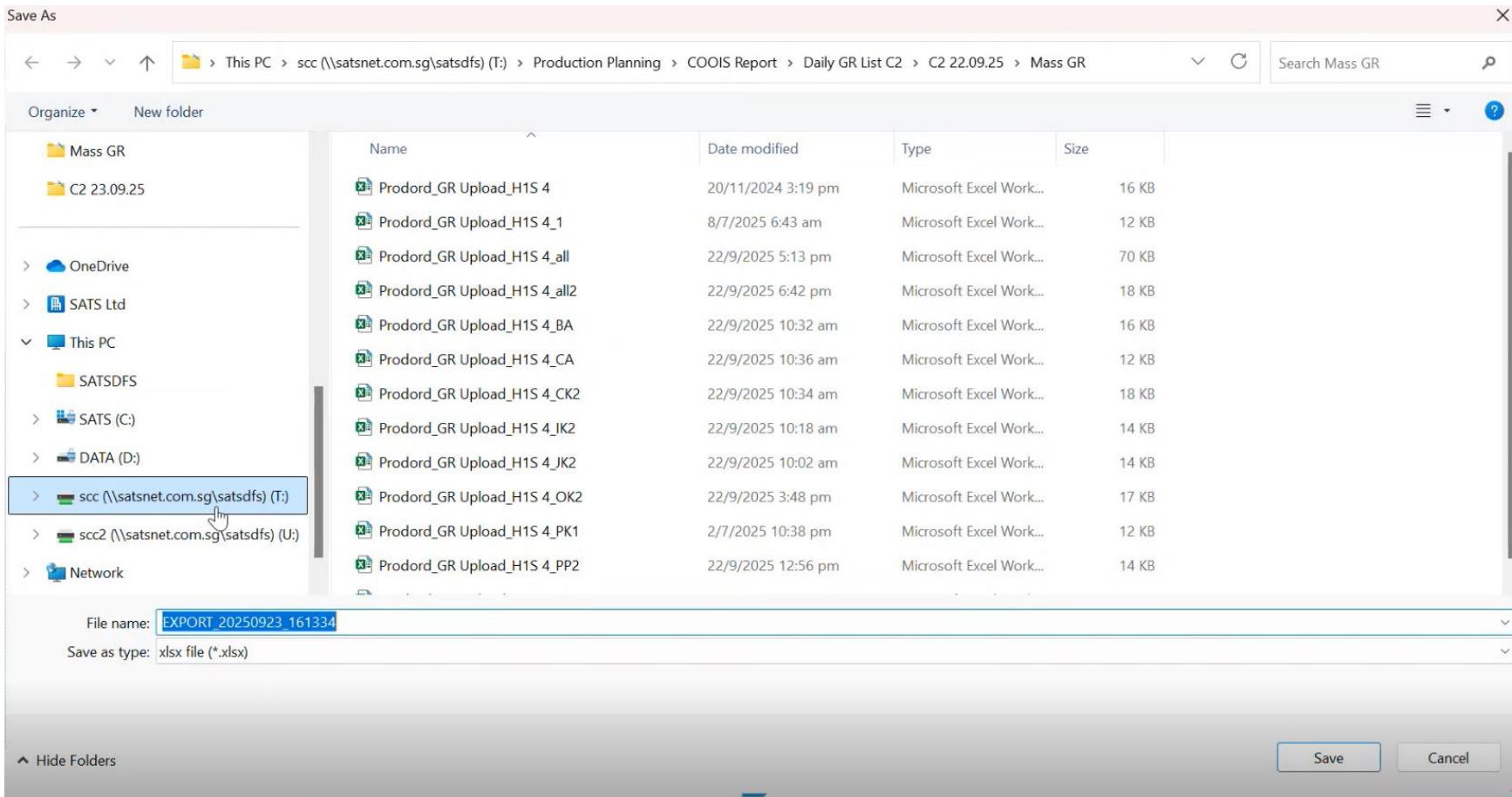
Step 25: After clicking on spreadsheet, there would be a following pop up



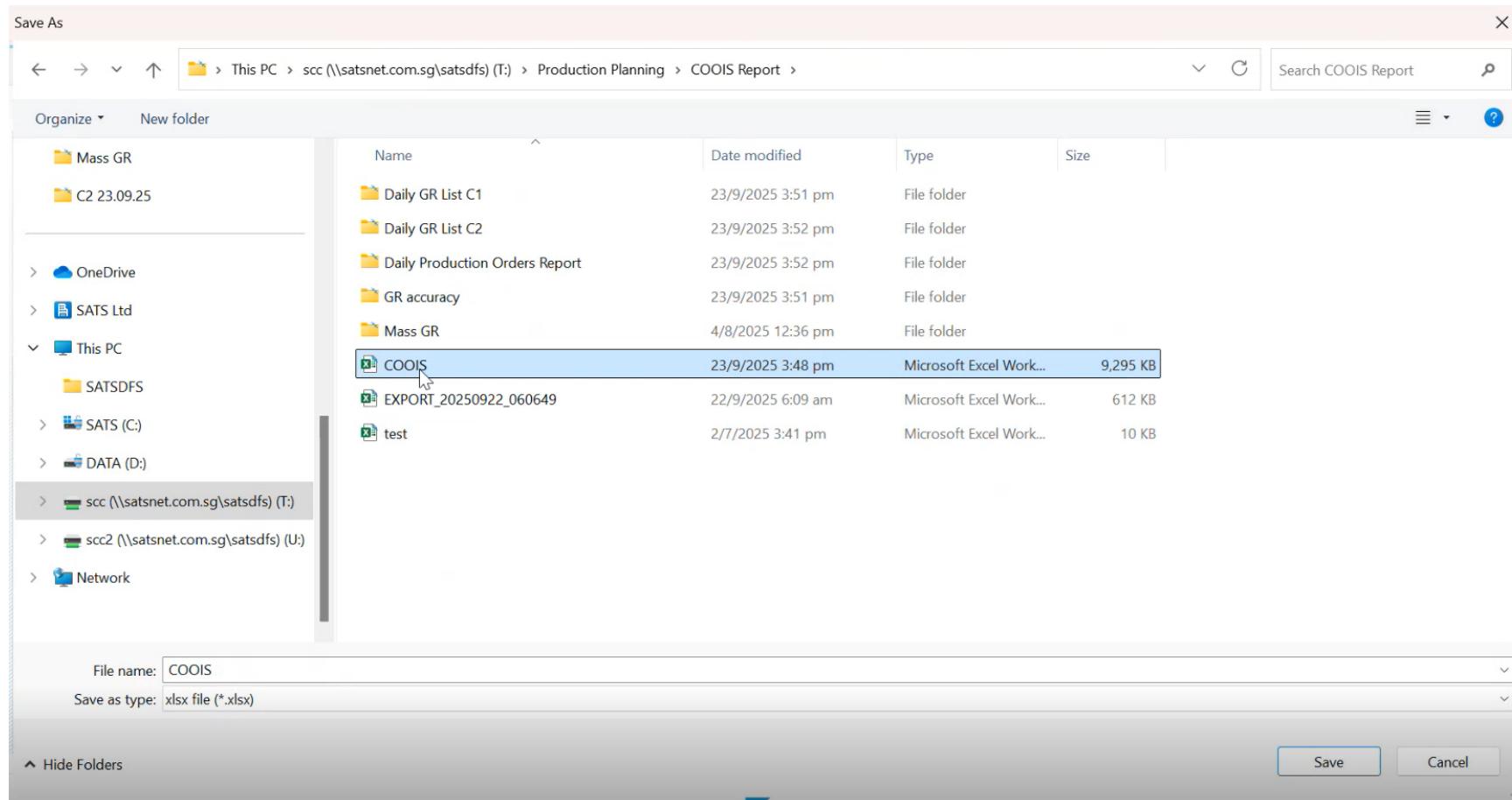
Step 26: Click on Export to



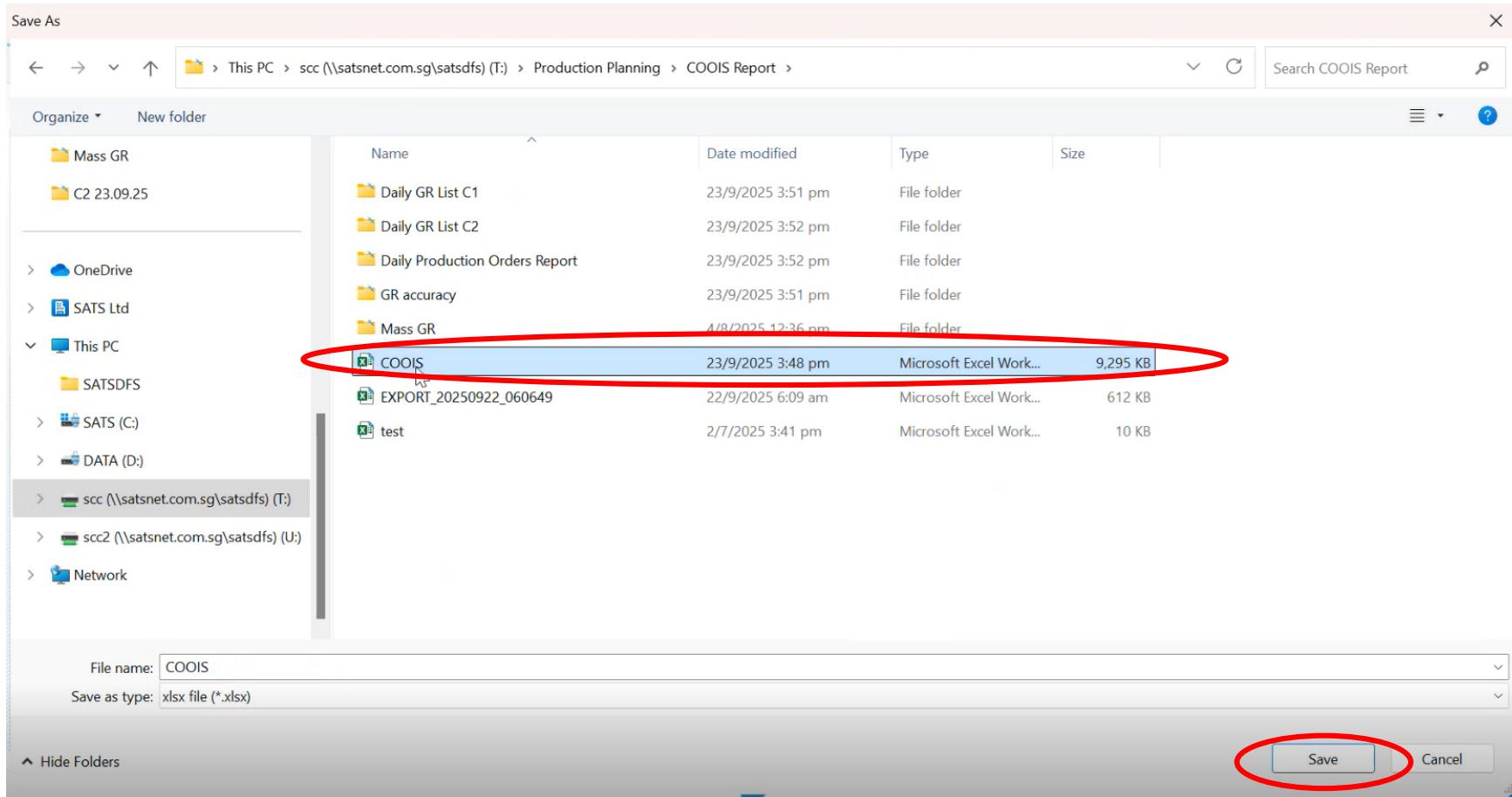
Step 27: After clicking on Export to, it would prompt you to this page



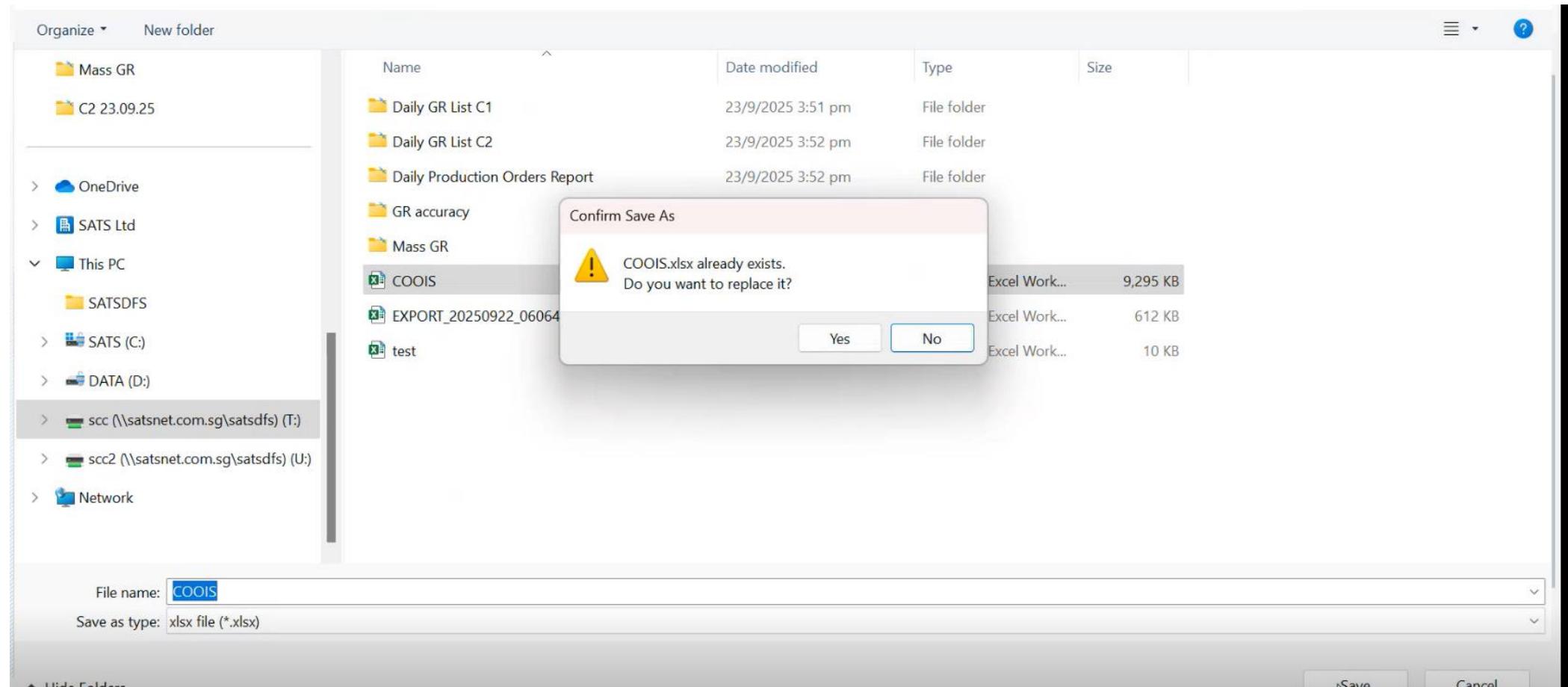
Step 28: Go back to the COOIS folder and find the COOIS excel file



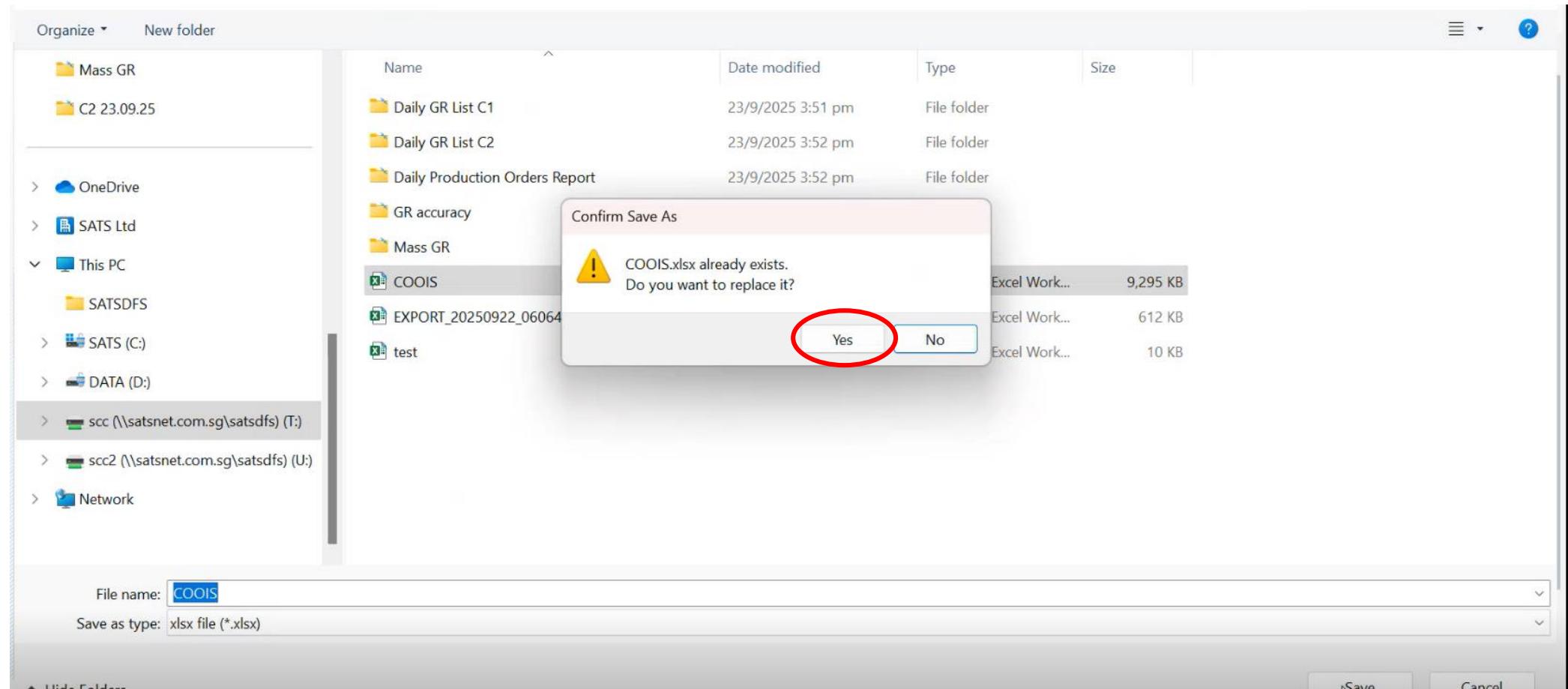
Step 29: Click on the COOIS file and press save



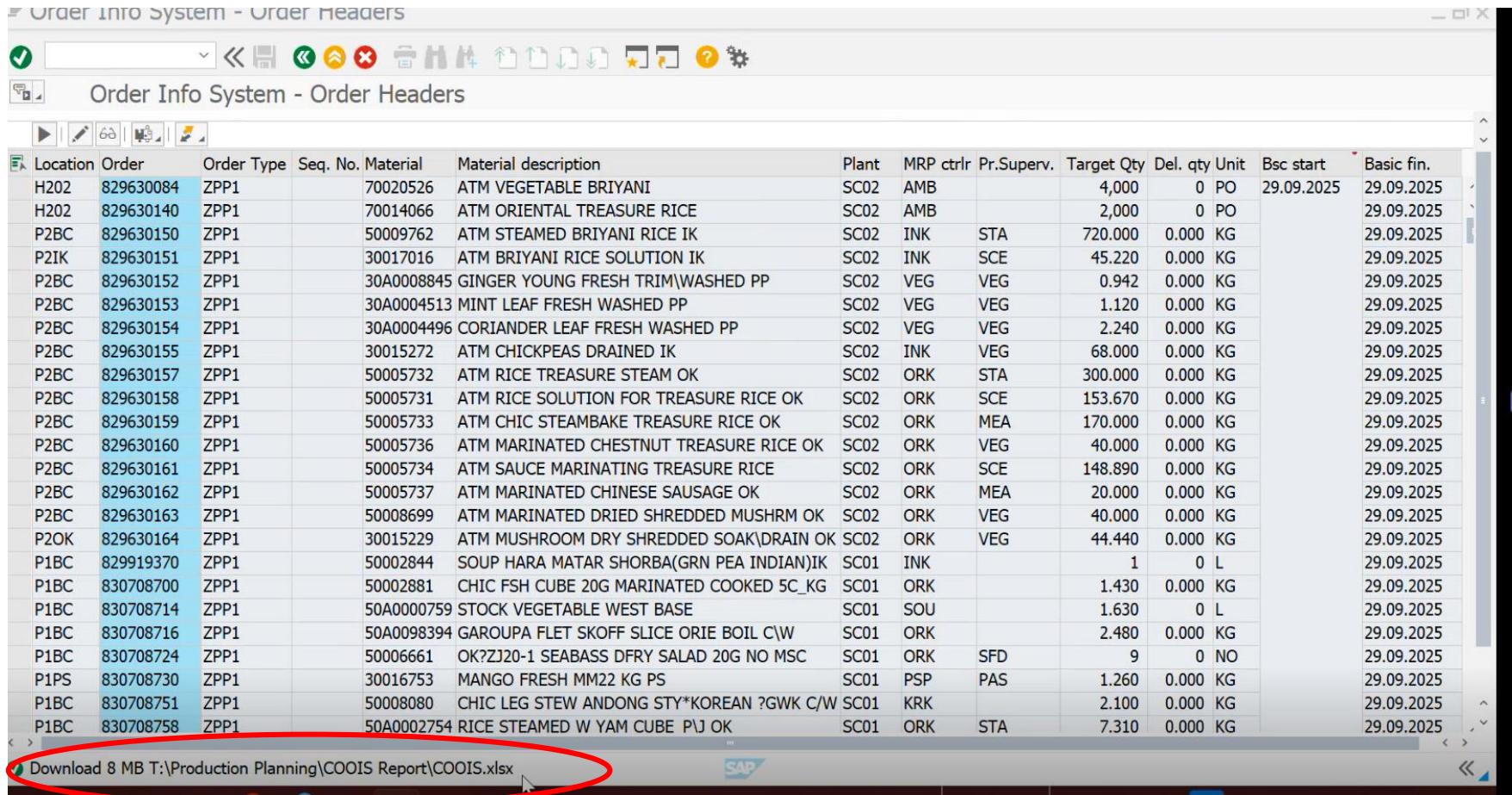
Step 30: After you press save, this pop up would appear



Step 31: Press yes and replace the file

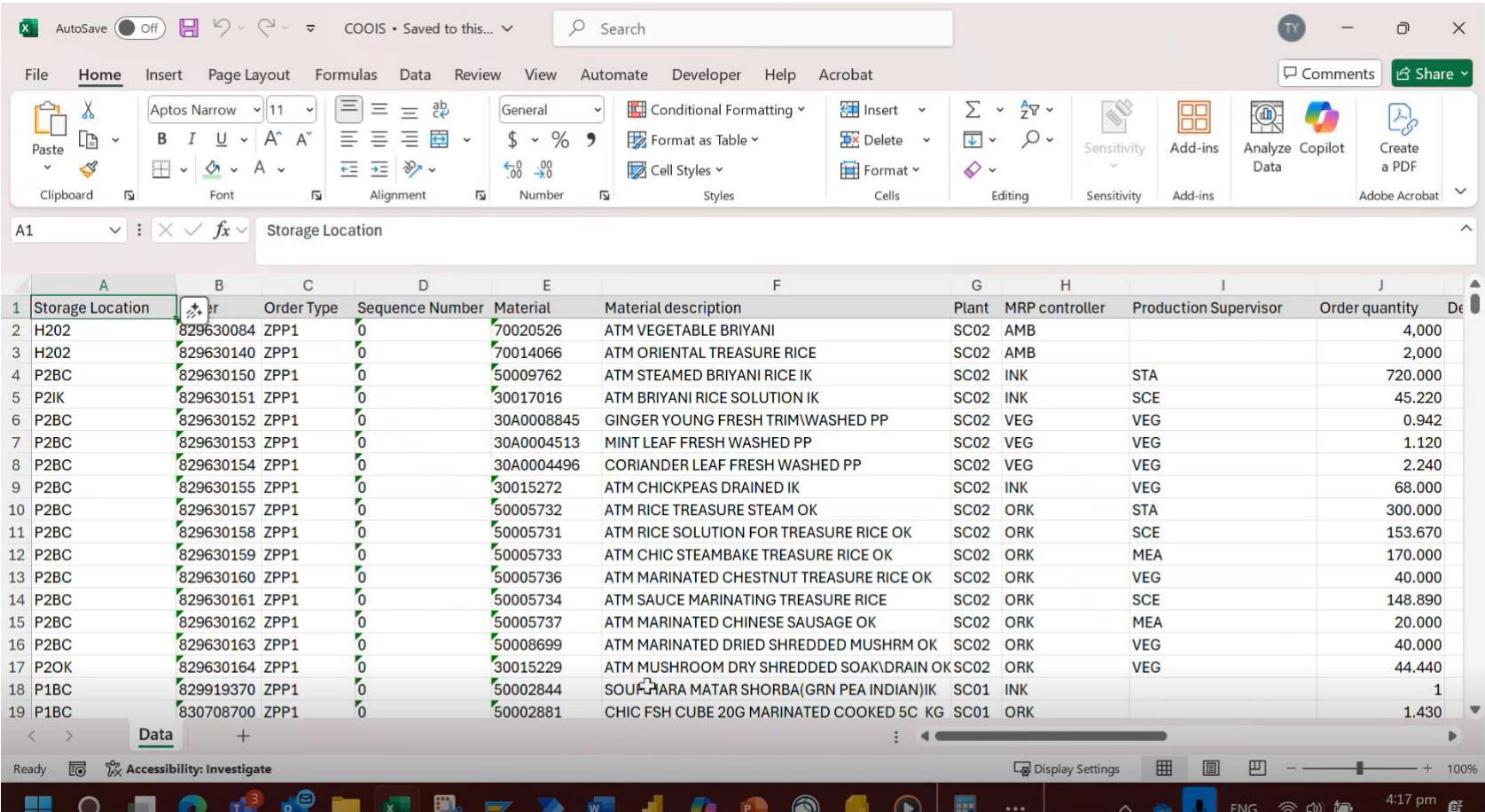


Step 32: After you press yes, it would prompt you back to this page and it would say downloaded



Location	Order	Order Type	Seq. No.	Material	Material description	Plant	MRP ctrl	Pr.Superv.	Target Qty	Del. qty	Unit	Bsc start	Basic fin.
H202	829630084	ZPP1		70020526	ATM VEGETABLE BRIYANI	SC02	AMB		4,000	0	PO	29.09.2025	29.09.2025
H202	829630140	ZPP1		70014066	ATM ORIENTAL TREASURE RICE	SC02	AMB		2,000	0	PO	29.09.2025	29.09.2025
P2BC	829630150	ZPP1		50009762	ATM STEAMED BRIYANI RICE IK	SC02	INK	STA	720.000	0.000	KG	29.09.2025	29.09.2025
P2IK	829630151	ZPP1		30017016	ATM BRIYANI RICE SOLUTION IK	SC02	INK	SCE	45.220	0.000	KG	29.09.2025	29.09.2025
P2BC	829630152	ZPP1		30A0008845	GINGER YOUNG FRESH TRIM\WASHED PP	SC02	VEG	VEG	0.942	0.000	KG	29.09.2025	29.09.2025
P2BC	829630153	ZPP1		30A0004513	MINT LEAF FRESH WASHED PP	SC02	VEG	VEG	1.120	0.000	KG	29.09.2025	29.09.2025
P2BC	829630154	ZPP1		30A0004496	CORIANDER LEAF FRESH WASHED PP	SC02	VEG	VEG	2.240	0.000	KG	29.09.2025	29.09.2025
P2BC	829630155	ZPP1		30015272	ATM CHICKPEAS DRAINED IK	SC02	INK	VEG	68.000	0.000	KG	29.09.2025	29.09.2025
P2BC	829630157	ZPP1		50005732	ATM RICE TREASURE STEAM OK	SC02	ORK	STA	300.000	0.000	KG	29.09.2025	29.09.2025
P2BC	829630158	ZPP1		50005731	ATM RICE SOLUTION FOR TREASURE RICE OK	SC02	ORK	SCE	153.670	0.000	KG	29.09.2025	29.09.2025
P2BC	829630159	ZPP1		50005733	ATM CHIC STEAMBAKE TREASURE RICE OK	SC02	ORK	MEA	170.000	0.000	KG	29.09.2025	29.09.2025
P2BC	829630160	ZPP1		50005736	ATM MARINATED CHESTNUT TREASURE RICE OK	SC02	ORK	VEG	40.000	0.000	KG	29.09.2025	29.09.2025
P2BC	829630161	ZPP1		50005734	ATM SAUCE MARINATING TREASURE RICE	SC02	ORK	SCE	148.890	0.000	KG	29.09.2025	29.09.2025
P2BC	829630162	ZPP1		50005737	ATM MARINATED CHINESE SAUSAGE OK	SC02	ORK	MEA	20.000	0.000	KG	29.09.2025	29.09.2025
P2BC	829630163	ZPP1		50008699	ATM MARINATED DRIED SHREDDED MUSHRM OK	SC02	ORK	VEG	40.000	0.000	KG	29.09.2025	29.09.2025
P2OK	829630164	ZPP1		30015229	ATM MUSHROOM DRY SHREDDED SOAK\RAIN OK	SC02	ORK	VEG	44.440	0.000	KG	29.09.2025	29.09.2025
P1BC	829919370	ZPP1		50002844	SOUP HARA MATAR SHORBA(GRN PEA INDIAN)IK	SC01	INK		1	0	L	29.09.2025	29.09.2025
P1BC	830708700	ZPP1		50002881	CHIC FSH CUBE 20G MARINATED COOKED 5C_KG	SC01	ORK		1.430	0.000	KG	29.09.2025	29.09.2025
P1BC	830708714	ZPP1		50A0000759	STOCK VEGETABLE WEST BASE	SC01	SOU		1.630	0	L	29.09.2025	29.09.2025
P1BC	830708716	ZPP1		50A0098394	GAROUPA FLET SKOFF SLICE ORIE BOIL C\W	SC01	ORK		2.480	0.000	KG	29.09.2025	29.09.2025
P1BC	830708724	ZPP1		50006661	OK?ZJ20-1 SEABASS DFRY SALAD 20G NO MSC	SC01	ORK	SFD	9	0	NO	29.09.2025	29.09.2025
P1PS	830708730	ZPP1		30016753	MANGO FRESH MM22 KG PS	SC01	PSP	PAS	1.260	0.000	KG	29.09.2025	29.09.2025
P1BC	830708751	ZPP1		50008080	CHIC LEG STEW ANDONG STY*KOREAN ?GWK C/W SC01	KRK			2.100	0.000	KG	29.09.2025	29.09.2025
P1BC	830708758	ZPP1		50A0002754	RICE STEAMED W YAM CUBE P\J OK	SC01	ORK	STA	7.310	0.000	KG	29.09.2025	29.09.2025

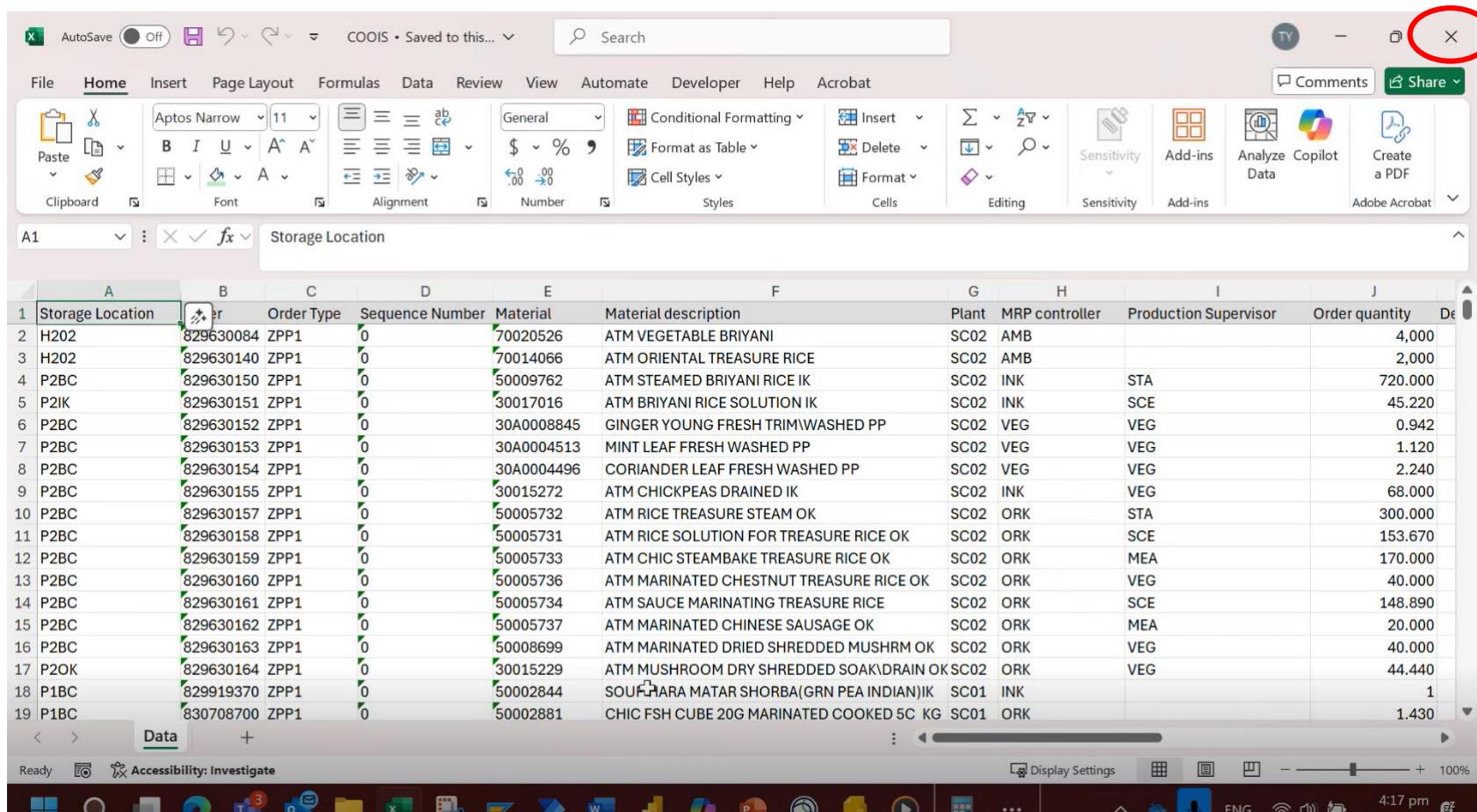
Step 33: The following prompt would show up too



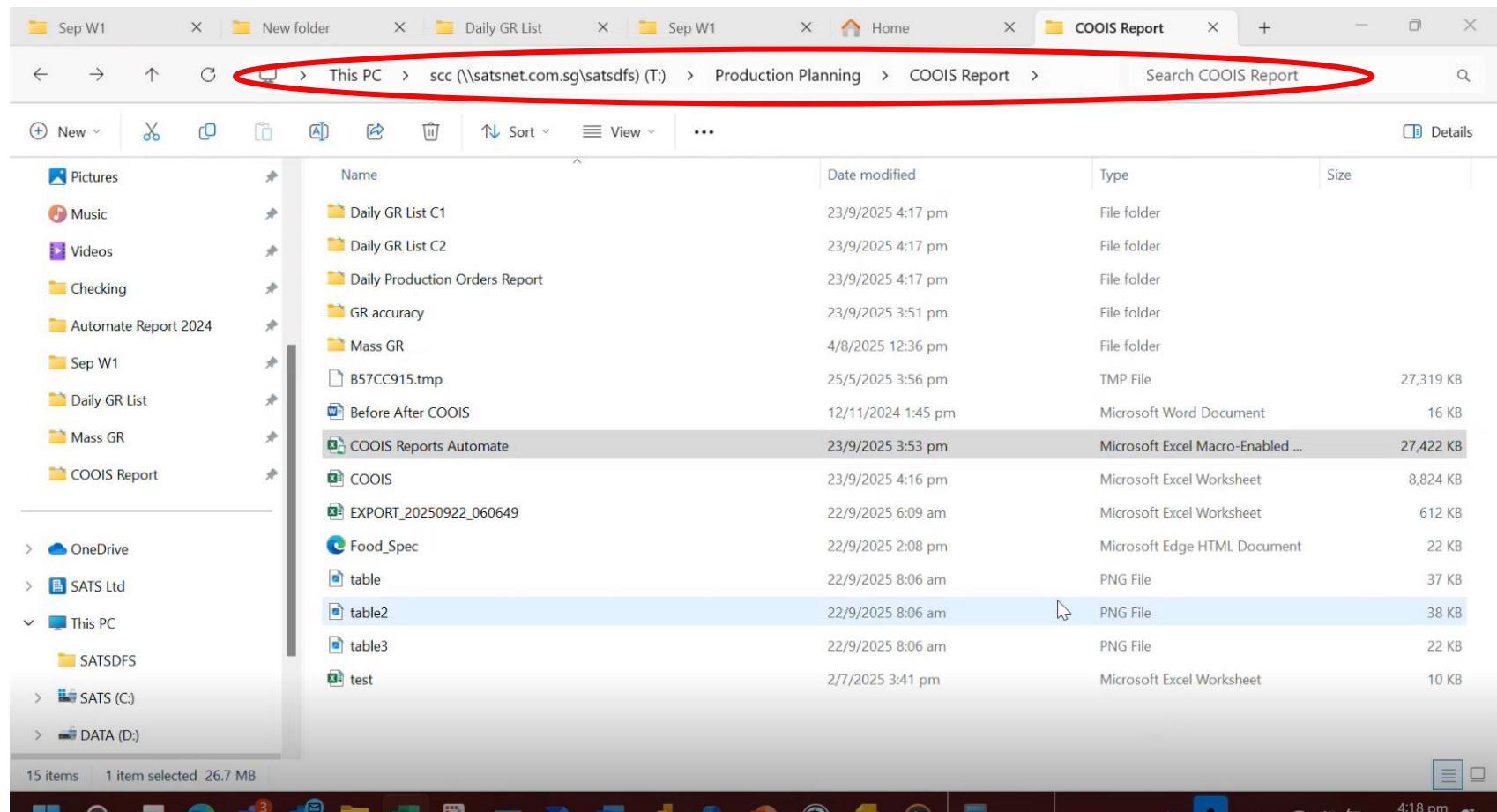
A screenshot of a Microsoft Excel spreadsheet titled "COOIS - Saved to this...". The table has 19 rows and 11 columns. The columns are labeled A through J. Column A is "Storage Location", B is "Order Type", C is "Sequence Number", D is "Material", E is "Material description", F is blank, G is "Plant", H is "MRP controller", I is "Production Supervisor", J is "Order quantity", and K is blank. The data includes various food items like ATM VEGETABLE BRIYANI, ATM ORIENTAL TREASURE RICE, etc., with their respective details and quantities.

A	B	C	D	E	F	G	H	I	J	K
1 Storage Location		Order Type	Sequence Number	Material	Material description	Plant	MRP controller	Production Supervisor	Order quantity	
2 H202	829630084 ZPP1	0	70020526	ATM VEGETABLE BRIYANI	SC02	AMB			4,000	
3 H202	829630140 ZPP1	0	70014066	ATM ORIENTAL TREASURE RICE	SC02	AMB			2,000	
4 P2BC	829630150 ZPP1	0	50009762	ATM STEAMED BRIYANI RICE IK	SC02	INK	STA		720.000	
5 P2IK	829630151 ZPP1	0	30017016	ATM BRIYANI RICE SOLUTION IK	SC02	INK	SCE		45.220	
6 P2BC	829630152 ZPP1	0	30A0008845	GINGER YOUNG FRESH TRIM WASHED PP	SC02	VEG	VEG		0.942	
7 P2BC	829630153 ZPP1	0	30A0004513	MINT LEAF FRESH WASHED PP	SC02	VEG	VEG		1.120	
8 P2BC	829630154 ZPP1	0	30A0004496	CORIANDER LEAF FRESH WASHED PP	SC02	VEG	VEG		2.240	
9 P2BC	829630155 ZPP1	0	30015272	ATM CHICKPEAS DRAINED IK	SC02	INK	VEG		68.000	
10 P2BC	829630157 ZPP1	0	50005732	ATM RICE TREASURE STEAM OK	SC02	ORK	STA		300.000	
11 P2BC	829630158 ZPP1	0	50005731	ATM RICE SOLUTION FOR TREASURE RICE OK	SC02	ORK	SCE		153.670	
12 P2BC	829630159 ZPP1	0	50005733	ATM CHIC STEAMBAKE TREASURE RICE OK	SC02	ORK	MEA		170.000	
13 P2BC	829630160 ZPP1	0	50005736	ATM MARINATED CHESTNUT TREASURE RICE OK	SC02	ORK	VEG		40.000	
14 P2BC	829630161 ZPP1	0	50005734	ATM SAUCE MARINATING TREASURE RICE	SC02	ORK	SCE		148.890	
15 P2BC	829630162 ZPP1	0	50005737	ATM MARINATED CHINESE SAUSAGE OK	SC02	ORK	MEA		20.000	
16 P2BC	829630163 ZPP1	0	50008699	ATM MARINATED DRIED SHREDDED MUSHRM OK	SC02	ORK	VEG		40.000	
17 P2OK	829630164 ZPP1	0	30015229	ATM MUSHROOM DRY SHREDDED SOAK\DRAIN OK	SC02	ORK	VEG		44.440	
18 P1BC	829919370 ZPP1	0	50002844	SOUTH AFRICA MATAR SHORBA(GRN PEA INDIAN)IK	SC01	INK			1	
19 P1BC	830708700 ZPP1	0	50002881	CHIC FSH CUBE 20G MARINATED COOKED 5C KG	SC01	ORK			1.430	

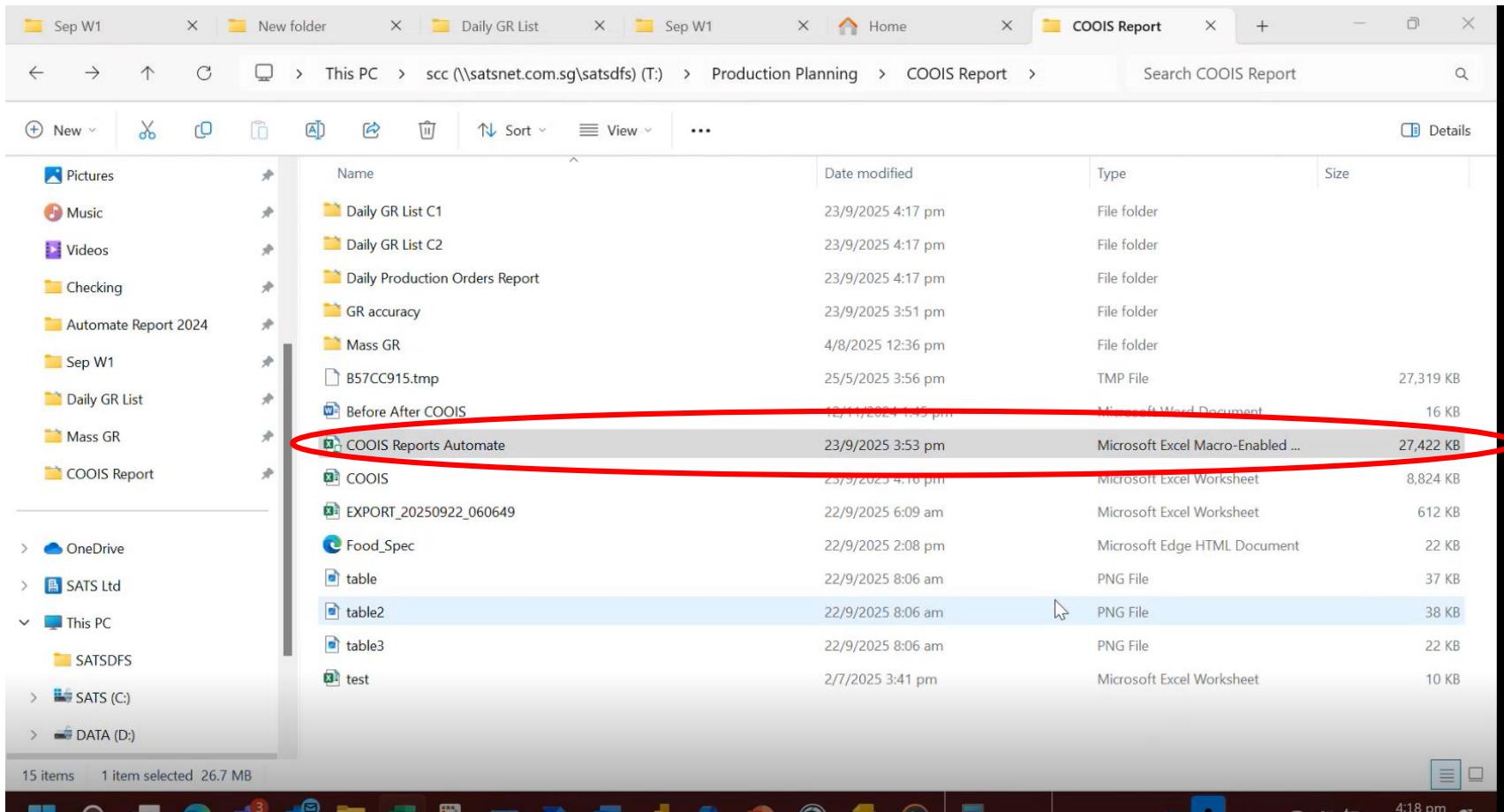
Step 34: Close the COOIS file



Step 35: Return back to COOIS report folder in T drive



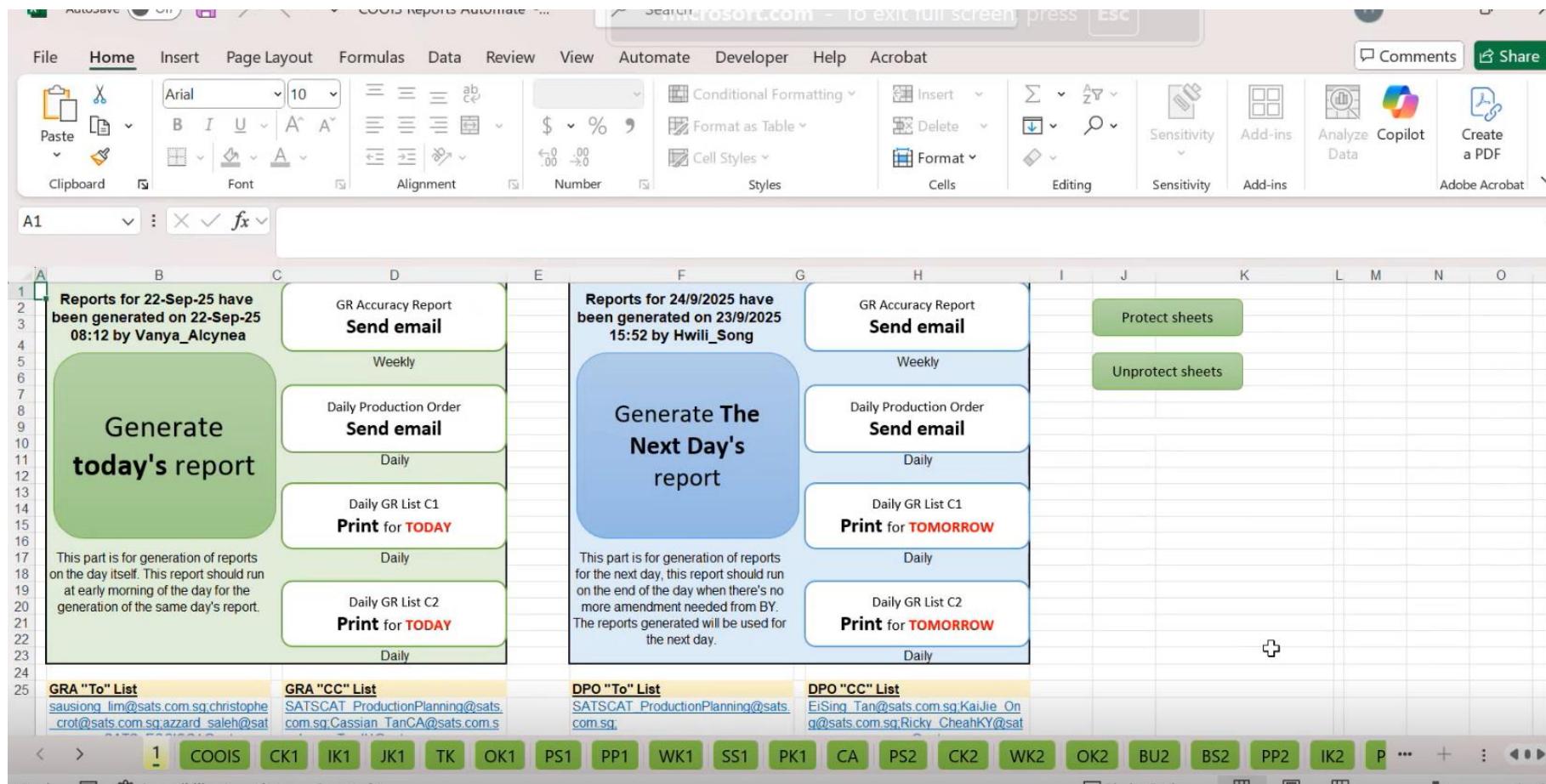
Step 36: Click on the COOIS Report Automate file



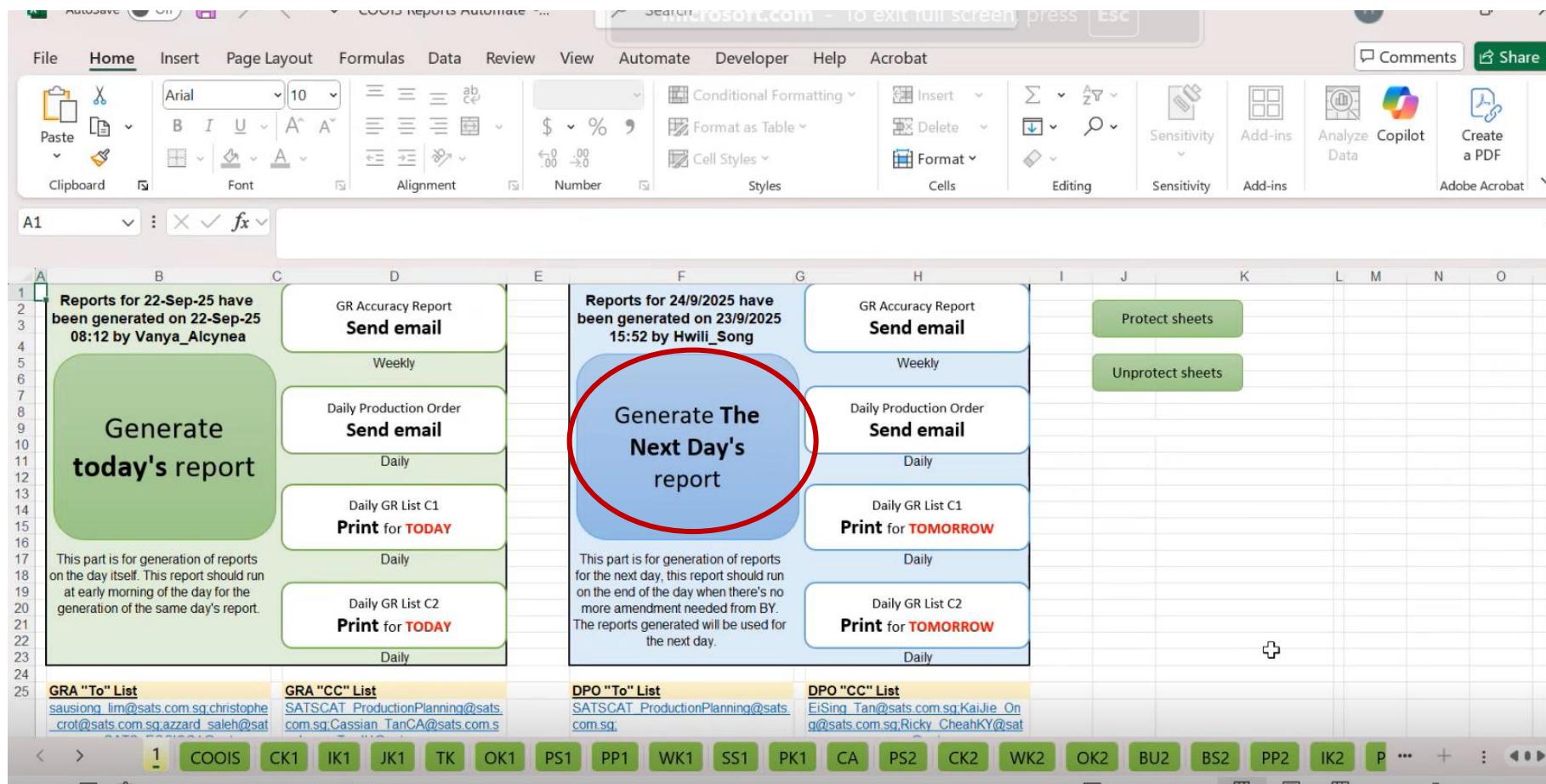
Step 36A: Caution, the report cannot run if you already have current date report e.g 23 Sep 2025

📁 C1 16.09.25	17/9/2025 8:44 am	File folder	
📁 C1 17.09.25	18/9/2025 10:20 am	File folder	
📁 C1 18.09.25	19/9/2025 10:00 am	File folder	
📁 C1 19.09.25	20/9/2025 9:01 am	File folder	
📁 C1 20.09.25	21/9/2025 11:25 am	File folder	
📁 C1 21.09.25	22/9/2025 11:00 am	File folder	
📁 C1 22.09.25	23/9/2025 1:50 pm	File folder	
📁 C1 23.09.25	23/9/2025 3:59 pm	File folder	
📁 C1 24.09.25	23/9/2025 4:20 pm	File folder	
📁 Old files	11/9/2025 9:12 am	File folder	
📅 Daily GR List C1_15.11.24	15/11/2024 4:40 pm	Microsoft Excel Worksheet	173 KB
📅 Daily GR List C1_18.11.24	18/11/2024 3:53 pm	Microsoft Excel Worksheet	165 KB
📅 Daily GR List C1_20.11.24	20/11/2024 6:53 am	Microsoft Excel Worksheet	176 KB

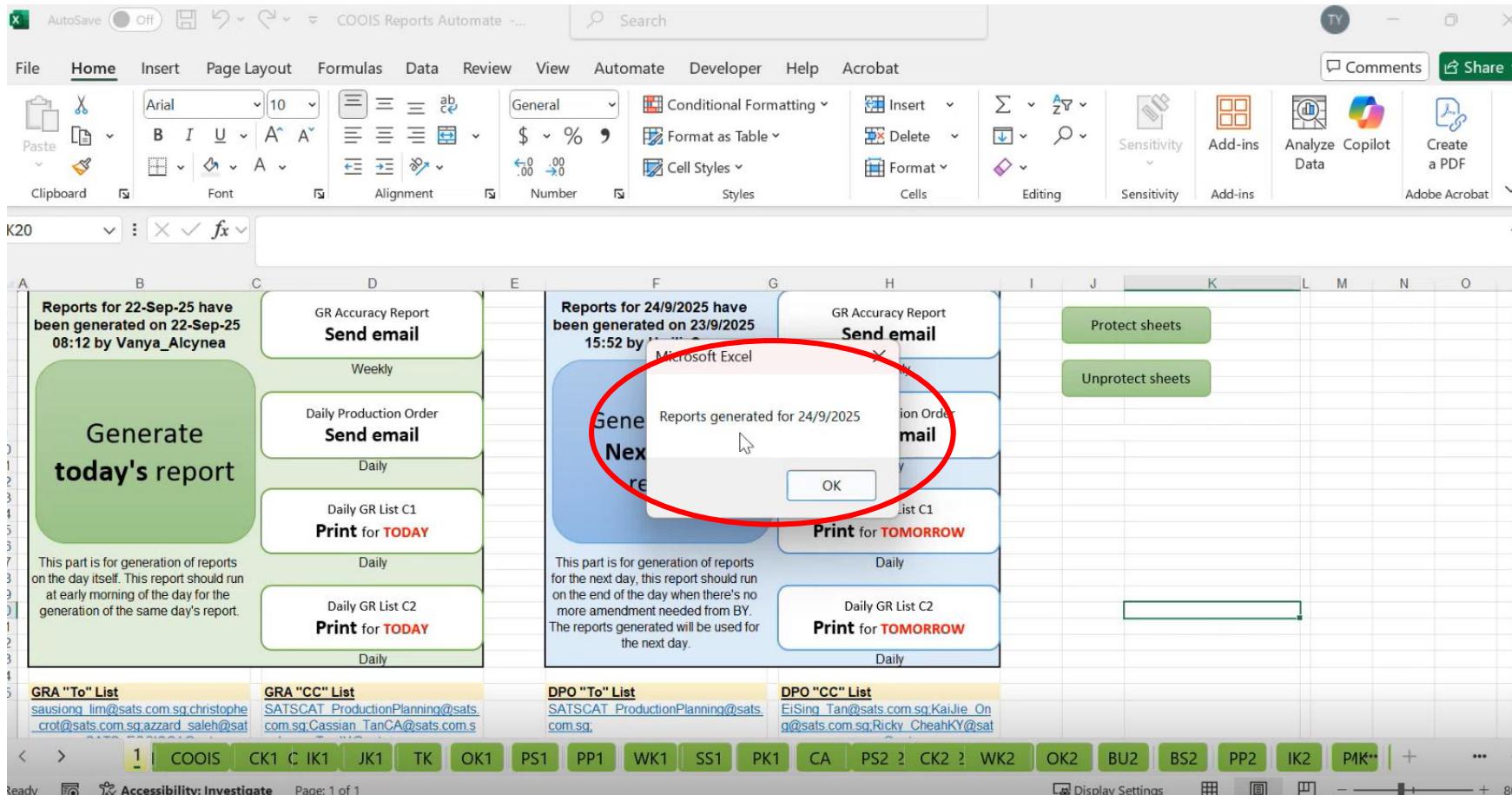
Step 37: After you click it, it would prompt you to this page



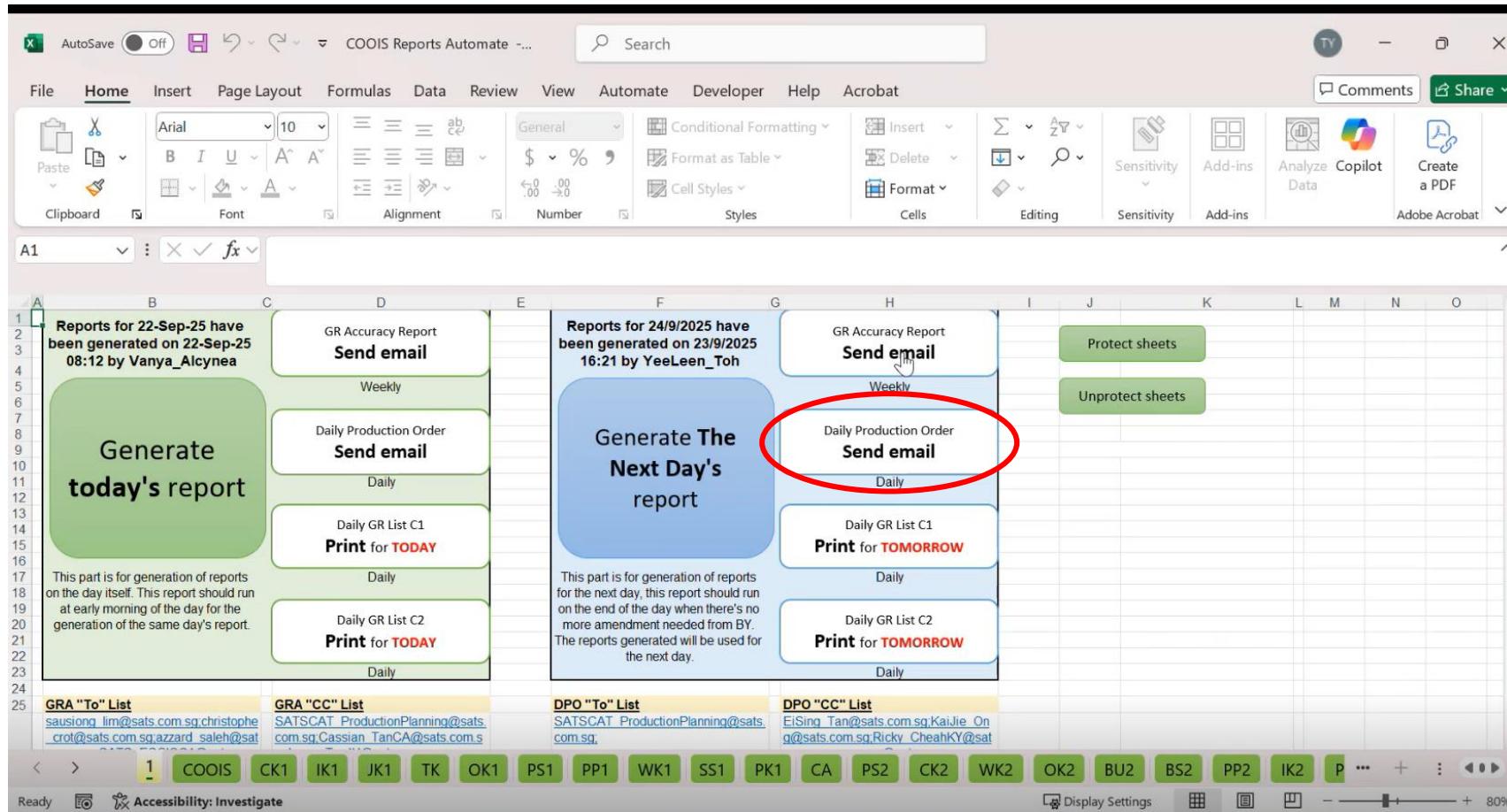
Step 38: Click on Generate The Next Day's report



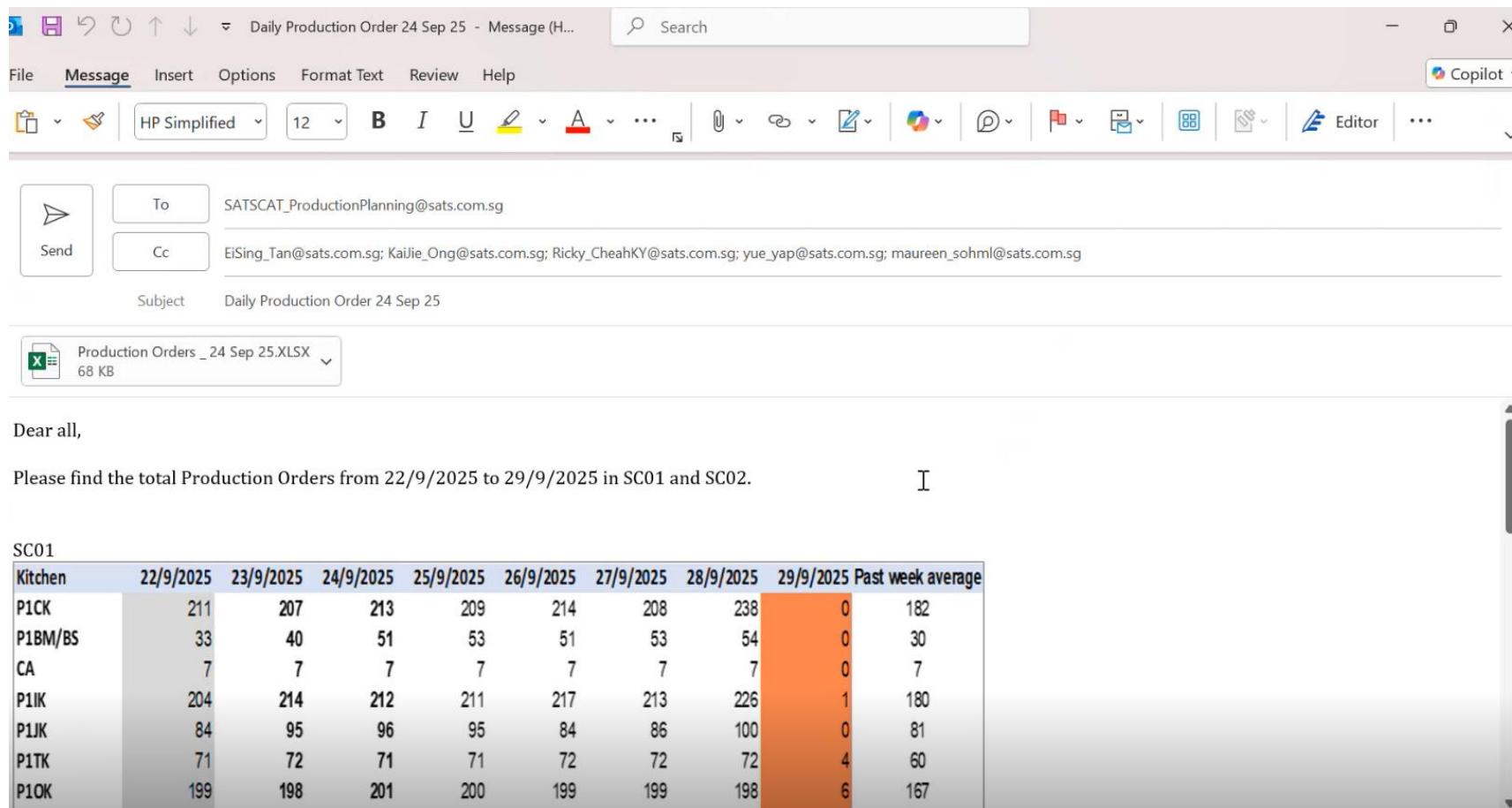
Step 39: Once that's done, the report would show that it's generated for the next day



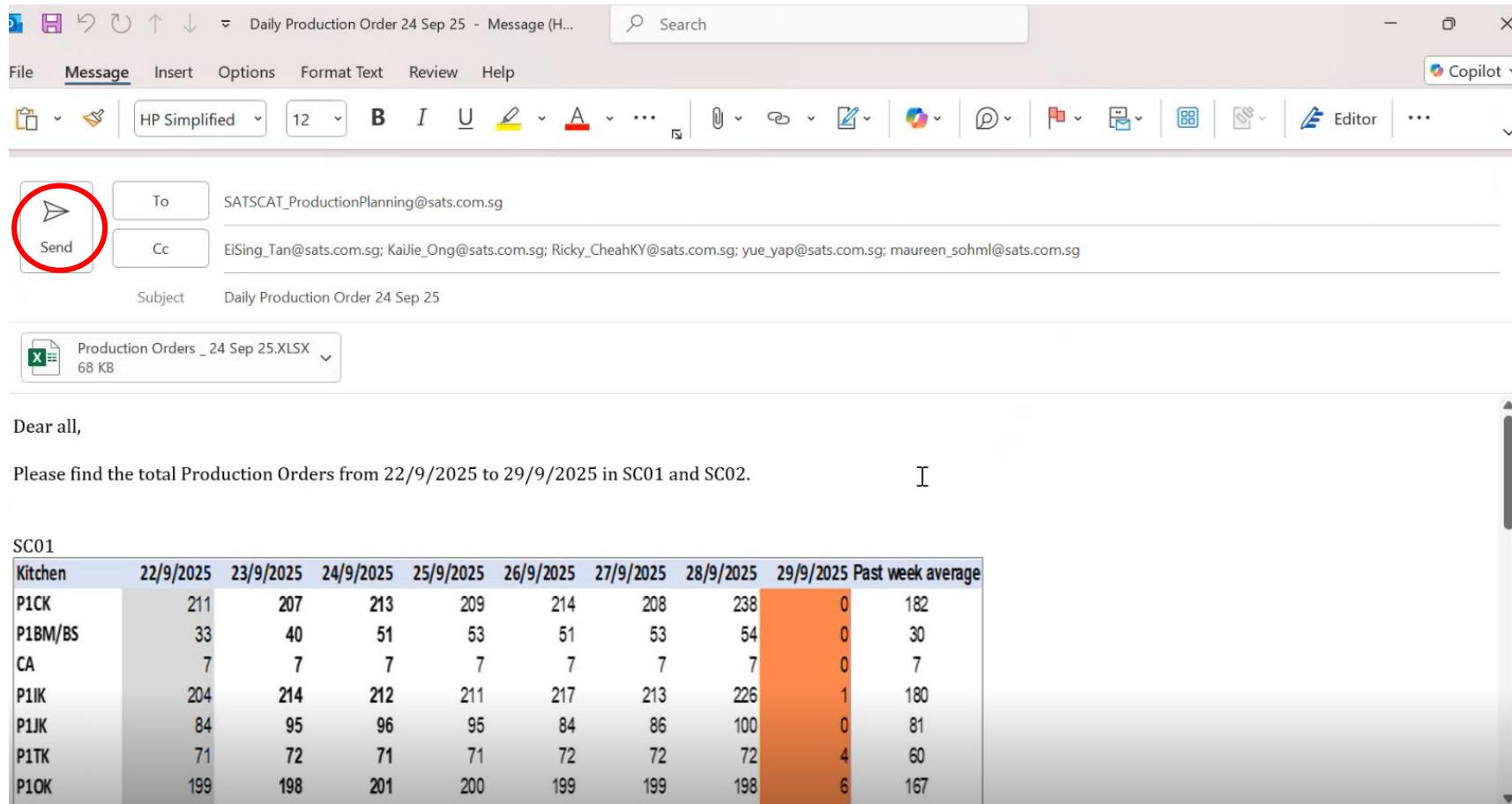
Step 40: If you want to send a daily production order click on the red circle as shown below



Step 41: After clicking it, the system would auto generate an email for both catering center 1 & 2



Step 42: Afterwards, check the contents of the email, if there's no issues, press send



Step 43: Next, if you want to print Daily GR List for either C1 or C2 for tomorrow click on the red circle below

The screenshot shows an Excel spreadsheet with two main sections of reports.

Section A (Left): Reports for 22-Sep-25

- GR Accuracy Report: Send email (Weekly)
- Daily Production Order: Send email (Daily)
- Daily GR List C1: Print for TODAY (Daily)
- Daily GR List C2: Print for TODAY (Daily)

Section B (Right): Reports for 24/9/2025

- GR Accuracy Report: Send email (Weekly)
- Daily Production Order: Send email (Daily)
- Daily GR List C1: Print for TOMORROW (Daily)
- Daily GR List C2: Print for TOMORROW (Daily)

Annotations:

- A green callout box on the left says "Generate today's report".
- A note below it says: "This part is for generation of reports on the day itself. This report should run at early morning of the day for the generation of the same day's report."
- Two red circles highlight the "Print for TOMORROW" buttons for "Daily GR List C1" and "Daily GR List C2" in the right section.

Step 44: If everything is ok, press close and save

