1. **Assign qualifier to user ib report**
* Login at Staging Server

i – Search user ib report and view user detail

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| C:\Documents and Settings\W@W@\Desktop\IBUtils bvmc migration\user1.jpg**3****1****2** |

ii – Click on the ‘Qualifiers’ tab

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| C:\Documents and Settings\W@W@\Desktop\IBUtils bvmc migration\user2.jpg |

Before that, check whether these qualifier already assigned to user or not. You Just need to add qualifier which is not yet assign to user.

* Bankers Cheque Application.BRANCH
* Bankers Cheque Report.BRANCH
* Demand Draft Application.BRANCH
* Demand Draft Report.BRANCH
* REPORTTYPE > Demand Draft Application
* REPORTTYPE > Demand Draft Report
* REPORTTYPE > Bankers Cheque Application
* REPORTTYPE > Bankers Cheque Report

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iii – Click on ‘Select qualifiers…’ button

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Iv – It would pop up a new window. Click on ‘Go’ button then change the value of ‘items per page’ to `100’ to view all available values.

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| C:\Documents and Settings\W@W@\Desktop\IBUtils bvmc migration\user4.jpg**2****1** |

V – Tick on this value and then click on ‘Add to selected items’ button:

Bankers Cheque Application.BRANCH

Bankers Cheque Report.BRANCH

Demand Draft Application.BRANCH

Demand Draft Report.BRANCH

Vi – Then click button ‘Update’

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| C:\Documents and Settings\W@W@\Desktop\IBUtils bvmc migration\user5.jpg**4****3****2****1** |

Vii – You’ll get like the screen below. Click button edit to add specified values.

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Viii – Click on ‘Add all available values’ then click ‘Save’ button

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| C:\Documents and Settings\W@W@\Desktop\IBUtils bvmc migration\user3b.jpg**2****1** |

Ix – Click on edit button at REPORTTYPE qualifier

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X – It would pop up a new window. Click on ‘Go’ button then change the value of ‘items per page’ to `100’ to view all available values.

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Xi – kjjjj

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| C:\Documents and Settings\W@W@\Desktop\IBUtils bvmc migration\user7.jpg**4****2****1****3** |