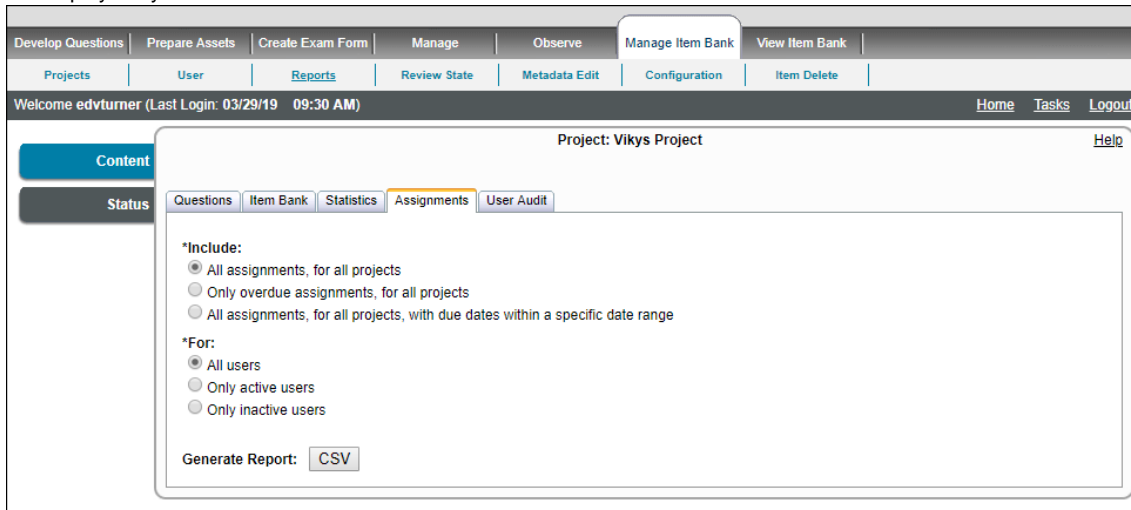


6.3.1 Content

Access reports on contents

1. Select the **Manage Item Bank Reports** menu.
2. Click the **Questions** tab.

The page displays five tabs: **Questions** tab, **Item Bank** tab, **Statistics** tab, **Assignments** tab, and **User Audit** tab. The **Assignments** tab is displayed by default.



The screenshot shows a web application interface for managing item bank reports. At the top, there is a navigation bar with tabs: Develop Questions, Prepare Assets, Create Exam Form, Manage, Observe, Manage Item Bank (selected), and View Item Bank. Below this is a secondary navigation bar with tabs: Projects, User, Reports (selected), Review State, Metadata Edit, Configuration, and Item Delete. The main content area is titled "Project: Vikys Project" and includes a "Help" link. On the left, there is a sidebar with "Content" and "Status" sections. The main content area has five tabs: Questions, Item Bank, Statistics, Assignments (selected), and User Audit. The "Assignments" tab is active, displaying the following options:

- *Include:**
 - All assignments, for all projects
 - Only overdue assignments, for all projects
 - All assignments, for all projects, with due dates within a specific date range
- *For:**
 - All users
 - Only active users
 - Only inactive users

At the bottom, there is a "Generate Report:" label followed by a "CSV" button.