

Find a Couple Report

Once a couple finishes taking the online FOCCUS Pre-Marriage Inventory, you will receive an email letting you know the inventory is complete and the report is ready to print. If you entered the inventory as a QuickScore, you will end up on the page shown in step 3.

1. Click on "FOCCUS Session Management"

Actions	You are Logged In Using The Organization FOCCUS, Inc. USA - use as a Facilitator Chang					
No Actions Available	You Are Here: FOCCUS Inc. USA					
	My Recent Activity	/				
FOCCUS Session Management						
REFOCCUS Session Management	Quick Links					
My Decent Activity	Organization Registration Form					
My Recent Activity	How to approve a Eacilitator					
My Account	How to purchase FOCCUS session credits					
	How to transfer a FOCCUS session credit					
Order Management	How to create a FOCCUS Inventory Session					
Contracts	English QuickScore Answer Sheet - 4th Edition					
Contracts	How to create and enter FOCCUS QuickScore Inventory					
Support Policy and Information	Spanish QuickScore Answer Sheet - 4th Edition					
	How to enter a REFOCCUS QuickScore					
Trainings And Certifications	REFOCCUS Answer Sheet - English					
Downloadable Content	<u>REFOCCUS Answer Sheet - Spanish</u>					
Account Information						
	Email	Account #				
	iobn@doe.com	11484				

2. Locate couple inventory session you need report for and click on i icon

Actions	You are Logged In Using The Organization FOCCUS, Inc. USA - use as a Facilitator <u>Change Organization</u>							
Purchase Inventory Session Credit	You Are Here: FOCCUS Inc. USA » Inventory Session Management							
Create New Inventory Session	Inventory Session Management - Overview							
Transfer Inventory Session Credit	Selected User : <u>John Doe</u> Selected Organization : <u>FOCCUS, Inc. USA - use</u>							
Available FOCCUS Session Credits								
FOCCUS Session Credit Transfer History	Inventory Sessions - <u>view all</u>							
FOCCUS Session Credit Purchase								
Inventory Session Management						📄 - Details		
<u>Intentory depoint nandyeneni</u>	Date	Respondent(s)	Status	Description	Expires In			
FOCCUS Session Management	06/24/2019	cc dd	Created	4th Ed. Pre- Marriage Inventory	155 Day(s)	D		
REFOCCUS Session Management			Created					
My Recent Activity	06/24/2019	aa	Created	4th Ed. Pre- Marriage	155 Dav(s)	Ē		
My Account	00/24/2015	bb	Created	Inventory	100 Day(0)			
	03/15/2019	abc dfe		4th Ed. Pre- Marriage Inventory	57.D ()			
Order Management			In Progress		55 Day(s)			
Contracts		SH CJ		4th Ed. Pre- M Inventory				
Support Policy and Information	02/20/2017		Complete					
Trainings And Certifications	02/20/2017	MP	In Progress	4th Ed. Pre- Marriage	Expired	Ē		
Downloadable Content	01,20,2017	MR		Inventory	Chpired			

3. In the first box "Report" you can click on "Download Couple Report" to print. *Note:* the report when downloaded will open as a PDF. If the Inventory and Report have expired you can contact FOCCUS Inc. USA to have the Couple Report re-enabled to print.

