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The screenshot shows the Engage Reports interface. On the left, there is a navigation menu with 'Engage' at the top, followed by 'Reports' and a search bar. The main content area has a green header with 'Reports: NAME' and a notification bell icon. Below the header, a message states 'Semester 2 Reports are being prepared.' A table of reports is displayed with the following data:

Year	Report Name	Date
2015	NAPLAN15	MONDAY, 31ST AUGUST 2015
2015	Semester 1	SUNDAY, 28TH JUNE 2015
2015	Semester 2	MONDAY, 7TH DECEMBER 2015
2016	Semester 1	TUESDAY, 28TH JUNE 2016

1. Access the report section of SEQTA.
2. Using your mouse, 'right-click' anywhere in the grey box of the report you wish to download.
3. Select the option "Save target as..." or "Download Linked File As" – this will vary depending on your operating system or browser.
4. You then need to select where to save the PDF on your computer.
5. Click on "Save".