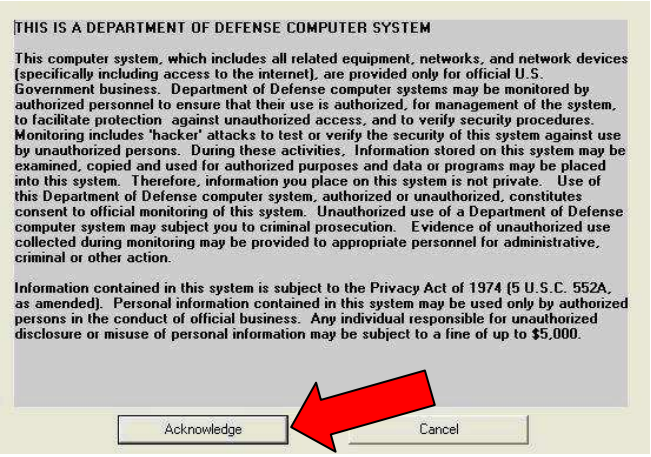
Accessing CDM

Step 1

Double click on the AHLTA icon on your desktop. Read through the Department of Defense notice and click the **Acknowledge** button.

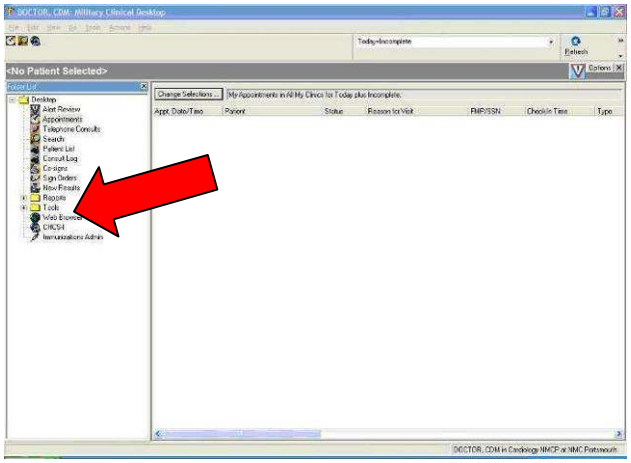


Step 2

Type in your User Id and Password. Click **OK.**

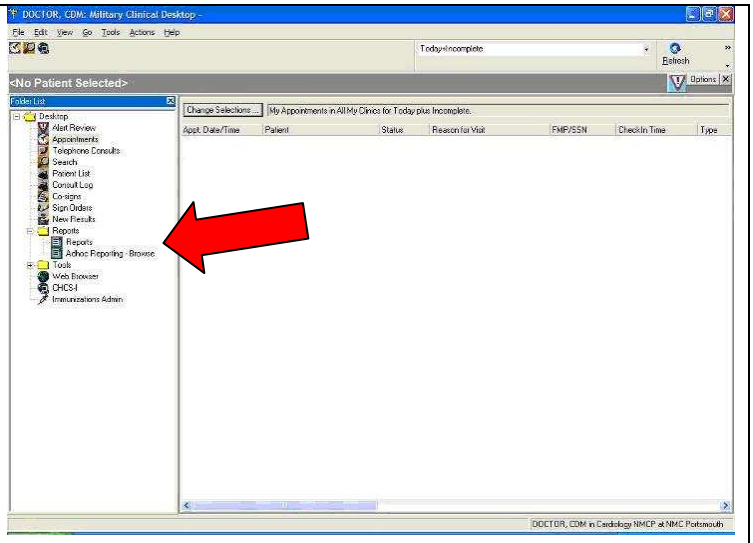
Step 3

Click on the **Reports** folder on your browser.

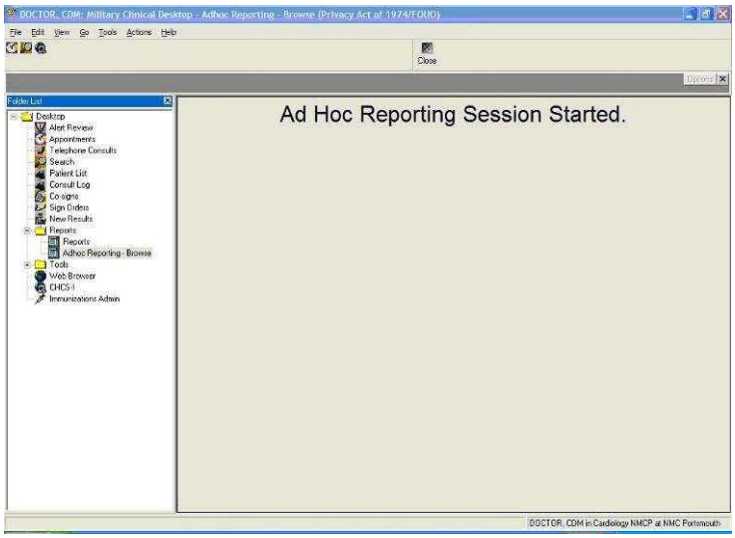


Step 4

Click on the **Ad Hoc Reporting - Browse** option.

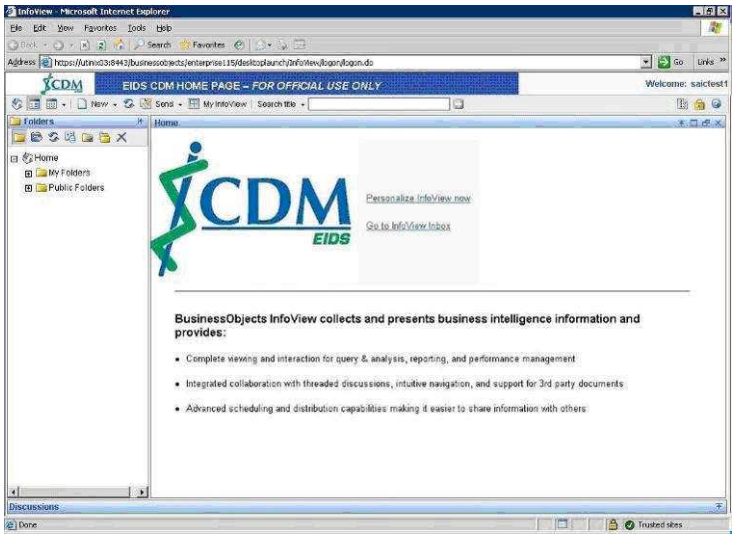


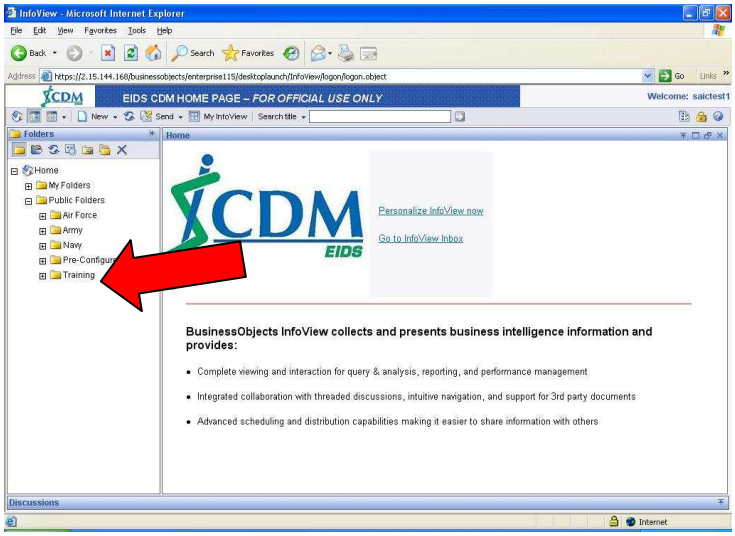
You should see this screen shot.



Step 5

You will then see this screen, the CDM Homepage where you are able to process, create, and view reports.



Step 6

For additional training materials, expand **Public Folders** in the navigation panel and click on the **Training** folder as shown to the right.