

View Event Modification Reports

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1. In the **Business Navigation Menu**, click **Reports** and select **Event Modifications**.
2. You will be directed to the **Event Modifications** page. On this page, you can view the even modification listed in the table along with the following details:
 - a. Driver Name
 - b. Driver Email
 - c. Business Name
 - d. Business Email
 - e. Event Type
 - f. Breaches Cleared
 - g. Actions

3. To search/filter event modifications, use the following parameters:

Field	Instructions
Driver	Click the drop-down arrow to select driver(s).
Report Date Range	Click the Calendar icon to set the Start and End dates.

4. After specifying the required details, click the **Search** button.
 5. The relevant search results will appear in the table. Find the driver that you want to view and click its **Actions** icon.
 6. Select **View**. The **Event Modification** window will appear, showing the following:
 - a. Type of Event
 - b. Driver Details
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