

Multiple Organization Report Access

Multiple Organization Report Access is geared towards administrators who manage multiple Organization Profiles in MiRegistry and want to access all the reports for all of their organizations in one place. This guide will walk administrators through finding and utilizing Multiple Organization Report Access.

Go to www.miregistry.org



1. Click the **LOG IN** button.



Powered by INSIGHT

Email address

Password

Remember me

Log in

[Forgot Password?](#)

[Create Account](#)

1. Enter your email and password. Click **LOGIN**.

Access The Organization Profile

My Personal Profile

Summary Personal Education Employment Training Professional Reports

Welcome, Janelle Taylor

You have signed in but not submitted an application.

Become a member

Become a trainer

Apply/Renew

Registry ID 88124
Janelle Taylor

456 Main St.
Allenton, MI 48002
(201) 555-0123

registrymichigan+jantay@gmail.com

Change Email

Janelle Taylor

Janelle Taylor

My Organizations

Change Password

Organization Profile

Logout

1. Click your name in the top right name drop-down menu.
2. Click **MY ORGANIZATIONS**.

Choose an Organization Profile

#25915 4 K Learning Center 13220 Greenfield, Detroit, MI		Select
#29121 A Brighter Beginning 16101 Schoolcraft, Detroit, MI		Select
#36012 Childs Play Daycare 9392 Rutland, Detroit, MI		Select
#36014 Somerset Child Care 10271 Highland Green Dr, Jerome, MI		Select
#36013 YMCA Child Care At Stoney Creek 200 Lantern Dr., Comstock Park, MI		Select

1. Choose one of your organization profiles and click **SELECT** next to the organization.

Access the Reports Tab

Organization Profile

#25915
4 K Learning Center

Status **Org Details** Program Info Classrooms STARS Employees Technical Assistance Reports

Contact Information

Email Address*


First Name* Last Name*


Phone - - Ext.


1. From your organization profile page, click the **REPORTS** tab.


Choose The Report


Program Profile


 [Great Start to Quality Archival Self-Assessment-Survey Results](#)
View your most recent self-assessment survey and validation answers recorded in Mosaic. This report will be blank if you have not received a rating in Mosaic.

 [Staff Report](#)
List of staff with a link to the Licensing Learning Record

 [Staff Health and Safety Report](#)

 [Classroom Staff Report](#)
List of staff by classroom with a link to the Licensing Learning Record

 [Cumulative Staff List](#)
All selected program staff

 [Multiple Organization Report Access](#)
Access reports for all authorized organizations.



1. Click on the **MULTIPLE ORGANIZATION REPORT ACCESS**.

Manage the Report Options

Organization: Report Type:
 Reports:
 1 of 1 Find | Next

Multiple Organization Access

Organization Report List

		Staff Report	Staff Health and Safety Report	Classroom Staff Report	Cumulative Staff List
25915	4 K Learning Center Detroit	View Report	View Report	View Report	View Report
29121	A Brighter Beginning Detroit	View Report	View Report	View Report	View Report
36012	Childs Play Daycare Detroit	View Report	View Report	View Report	View Report
36013	YMCA Child Care At Stoney Creek Comstock Park	View Report	View Report	View Report	View Report
36014	Somerset Child Care Jerome	View Report	View Report	View Report	View Report

1. By default, all options will be selected in the filters at the top. You may adjust the filters accordingly.