



ASCENDER GUIDES



List of Security Users with Employee Numbers

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This report provides a list of users and their associated employee numbers.

Generate a report:

Under **Show Deleted Users**:

Field	Description
Show Deleted	Select to include deleted users on the report. Clear Show Deleted to not include deleted users on the report.

☐ Click **Run** to generate the report. Otherwise, click **Cancel** to clear the selections and not generate the report. [Review the report.](#)

Click **Reset** to clear the search criteria on the page.