

# **BRE Survey Report (Real time)**

## **Access Checklist**

### **1. Overview**

---

This checklist summarizes the steps you must take to sign up and view shared BRE reports from NEDED.

### **2. Checklist**

---

1. Purchase Power BI Pro Commercial Licenses
  - a. See user guide: 'BRE\_Powerbi Pro (Paid Licenses) Setup Instructions'
2. Fill out DED's BRE Access Request using the form below:
  - a. <https://www.surveymonkey.com/r/BREaccessrequest>
3. DED will configure your access in our reporting system and will contact you if further information is needed.
4. You will receive an email invitation that will provide the link for your access to the BRE Survey Report.
5. If any changes are needed to your current users or additional users should be added to your account, complete step #2 as often as needed.