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INFORMS Users,

Please be advised that delivery of reports in INFORMS Financials are taking longer than anticipated due to the Fiscal Year end closing.

Please note that the status of '**blocked**' as indicated in the below screenshot, simply means you are in queue for your report to run. The report request has been received and your report is currently waiting to be processed.

Select	Instance	Seq.	Process Type	Process Name	Run Date/Time	Run Status	Distribution Status	Details
<input type="checkbox"/>	1136815		BI Publisher	PSXPQRYRPT	10/14/2022 12:44:15PM EDT	Blocked	N/A	Details
<input type="checkbox"/>	1136803		BI Publisher	PSXPQRYRPT	10/14/2022 12:38:07PM EDT	Blocked	N/A	Details

To increase the efficiency of report execution in INFORMS below are some things to keep in mind when running reports:

1. If you are using one Run Control ID to run reports, **please wait until a submitted report is completed before running another report. Running multiple reports under one Run Control ID can cause issues with the reports running as expected.**
2. If you wish to request multiple reports at the same time, creating a Run Control ID per report will allow you to request different reports without the potential of any issues occurring.
3. The processes will be updated to limit the number of requests run at the same time to reduce the impact on the servers when these reports are reading the various tables needed to populate the report information. You may see the Run Status for your report say "Blocked", this just means that is pending reports to finish before executing your report.

We appreciate your continued support and engagement!

As a reminder, if you encounter any system issues, please report them directly to the ITD Service Desk via the self-service portal at: <http://myit.miamidade.gov> or by dialing 305.596-HELP (4357).

Thank you,
INFORMS Team