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# Performance DNA Administrator Guide

Knowledge Nudge Reports

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# Knowledge Nudge Reports

Select the **Knowledge Nudge Report** (location of this report depends on application setup settings; default location is under the **Reports** tab).

Select a user (**Note:** available user information will depend on where the individual is situated in the hierarchy).

In the following example the user has been selected by **selected position only** but users may also be selected in the **hierarchy**.

After selecting an individual, a list of the assessments in which knowledge nudges have been accessed is presented in the bottom left-hand window.



Click **Rebuild Report**.

The information is then available to view and there are several options to select from.

