

Document Opens in Reading Mode. Cannot Edit/Refresh. Toolbars missing

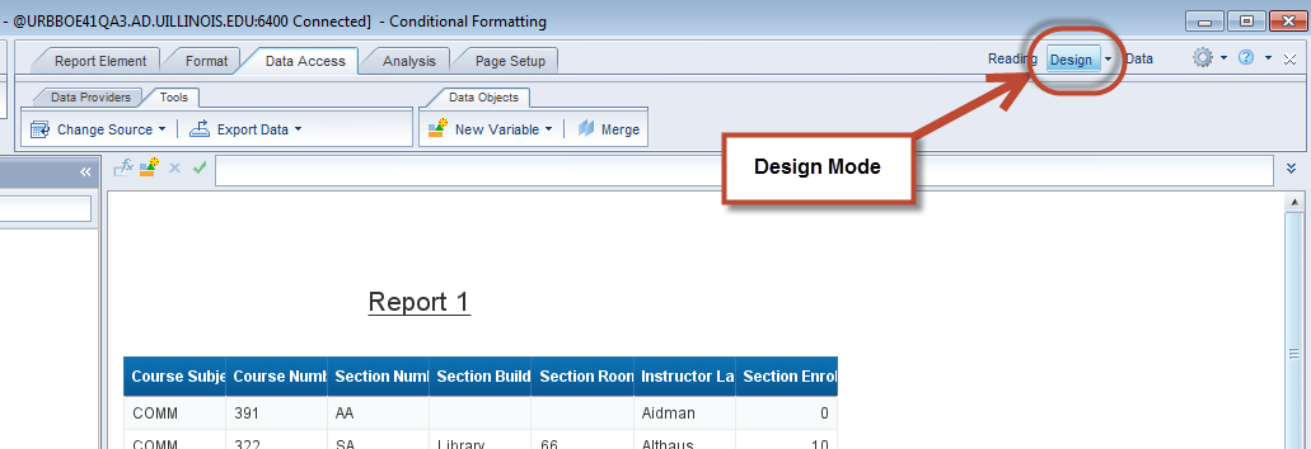
If you open a Web Intelligence document and it looks like the example below, you are in Reading Mode. Web Intelligence 4.1 has two view modes: Reading and Design. Reading mode is a read-only mode used to view, refresh, save, and print reports, but does not allow access to make changes.

The screenshot shows the Web Intelligence Rich Client interface. The top toolbar includes buttons for 'Reading' and 'Design', with 'Reading' currently selected. A red box highlights the text 'Reading Mode' in the center of the report area. Another red box highlights the 'Reading' button in the top right toolbar. The main report area displays a table titled 'Report 1' with the following data:

Course Subj	Course Numl	Section Numl	Section Build	Section Room	Instructor La	Section Enro
COMM	391	AA			Aidman	0
COMM	322	SA	Library	66	Althaus	10
COMM	264	A	Armory	145	Anderson	33
COMM	199	D	Gregory Hall	123	Berry	11
COMM	391	WEB			Berry	0
COMM	391	WFB			Brewer	0
COMM	365	A			Bui	0
COMM	391	PAC			Caban	0
COMM	391	JPC			Chambers	0
COMM	101	F	Gregory Hall	123	Chen	25
COMM	391	CC			Christians	0
COMM	410	C	Gregory Hall	123	Christians	24
COMM	391	CLC			Cole	0
COMM	495	1			Cole	6
COMM	495	2			Cole	2
COMM	391	DTC			Cook	0
COMM	250	A			Correa	0
COMM	391	AD5	Engineering	106B3	Crain	20
COMM	166	C	Armory	430	Davis	32
COMM	391	SGD			Davis	0
COMM	391	JD			Delia	0
COMM	391	ND			Denzin	0
COMM	391	E	Foreign Lang	G36	Derhemi	22
COMM	391	DMD			Desser	0
COMM	391	AD2	Armory	430	Doran	10
COMM	391	AD3	Psychology B	29	Doran	23

To switch to Design mode:

- 1. Click the **Design** button.



The report will now be in Design mode:

