



E-Reports Web Accessible Reports

- Once a client approves an individual to view reports online, the approved recipient can easily log in and establish their password.
- Test reports can be viewed, downloaded or e-mailed to a third party.
- If a QCL Client has multiple projects they are able to see all the reports for all their projects; however, the various project report recipients will only be able to view the projects for which they have approved access.
- Reports can remain on the QCL web site for the duration of the project at no additional charge. This will provide a complete archive of all the project test reports that can be placed on a CD at the conclusion of the project,

Accessing Reports Online

- Have the QC Laboratories client authorize access to reports online. Your current e-mail address will be required for us to activate an account.
- Once a client approves an individual to view reports online you will be notified by e-mail that the access has been setup and you will be provided a password.

Reports are accessible through our client log in at www.qclabs.com

1. Access **e-Reports** by selecting *Client Login*, on the left side of our homepage
2. When entering your email address include the complete address including the suffix type such as “.com”
3. Enter your password. New users should use the password that was provided.
4. If you do not remember your password during a later login it can be obtained at the site login.
5. You may also change your password after gaining access to the site.
6. These are case sensitive entries.

Each day reports are issued; you will be sent an e-mail notifying you that new reports have been posted to our online portal.

1. The notification of new reports is sent at 4:30 PM (Central Time)
2. All reports will be signed pdf reports

If you are having access problems contact the Project Manager assigned to your project just contact QC Laboratories

Email: gclabs@gclabs.com
Tel: 713-695-1133