
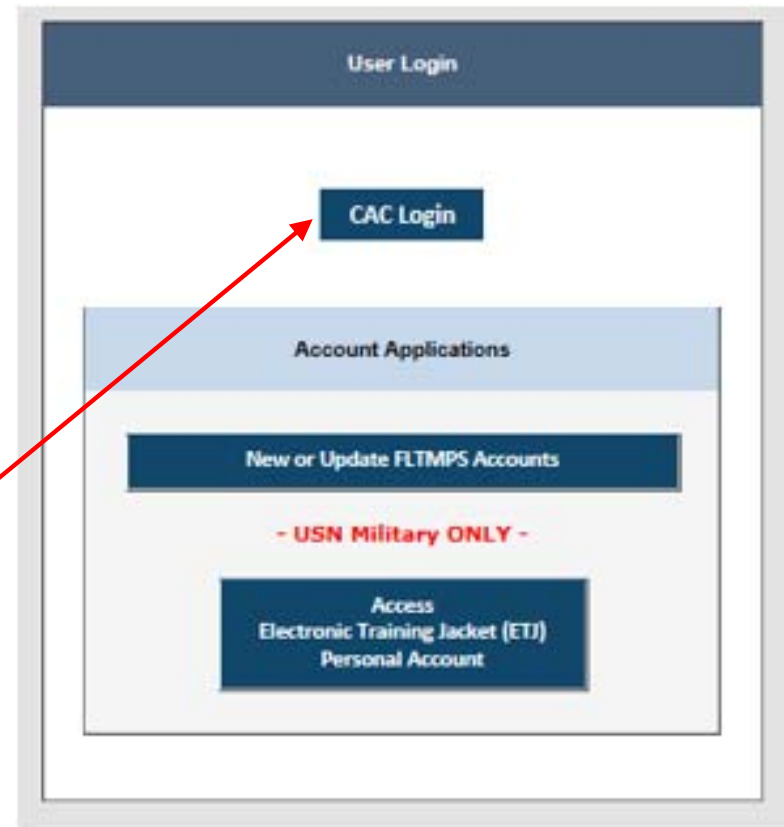


# Running Ad Hoc Report in FLTMAPS



- To run the FLTMAPS Ad Hoc Report, click on the link below this text:  
<https://ntmpsweb.ncdc.navy.il/FLTMAPS/default.aspx>
- Have your CAC Card and PIN ready.
- Click on the above link and continue with the steps outlined on this presentation slides.
- **NOTE: If you DO NOT have a FLTMAPS account:**
  - a) Close this presentation.
  - b) Click on the “Go Back” arrow  on the top left corner of your web browser OR start over on the [AMSEC MU Web Page](#) and select “Request Access to FLTMAPS” hyperlink and follow the instructions.
  - c) Open the “**Running FLTMAPS Ad Hoc Report**” hyperlink and follow the instructions found there.

- Once you click on the link to FLT MPS, you will see a pop-up window with a DoD message.
- Click OK if you agree with the message in order to continue.
- You will then see the screen on the right.
- Click on the “CAC Login” button.



- **NOTE:** The message at the top of “Manage My Account” window instructs you to make a note of your Activity assignment. That is the number in red. **If you do not login for 30 days or more, your account will deactivate automatically.** You can use the Activity assignment to re-enable account.

- Update your email address if needed and click the “update” button.

Manage My Account

Please make note of your Activity assignment: **NS3825**  
If you do not login for 30 days or more, use this Activity to re-enable account.

JULIE.MILLET@CAVAY.MIL Update

My Favorite Activities My Favorite Reports

Report Quick Links

My Reports

No Top 15 Reports Found  
My Recent Reports  
My Adhoc Reports

Popular Reports

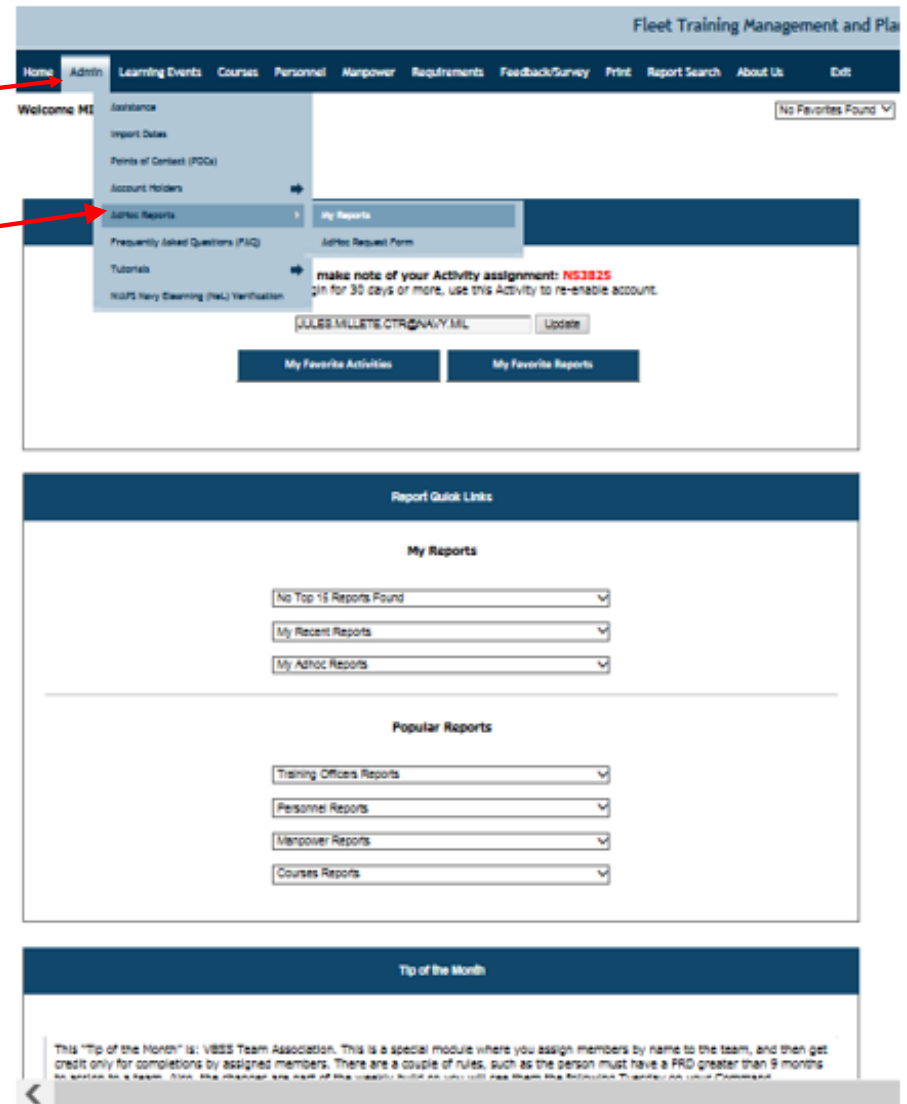
Training Officers Reports  
Personnel Reports  
Manpower Reports  
Courses Reports

Tip of the Month

October

This "Tip of the Month" is: VBSS Team Association. This is a special module where you assign members by name to the team, and then get credit only for completions by assigned members. There are a couple of rules, such as the person must have a PRO greater than 9 months to enter to a team. Also, the checker are part of the usability build so you will see them the following Thursday, your Comment

- At the top of the window, click on **“Admin”**.
- Select **“AdHoc Reports”** from the drop-down menu.
- Select **“My Reports”** from the AdHoc Reports sub-menu.



- You should now have a screen like the one below.
- To view your ship's MU Required Training:
- Click on the top item: “**TMP 3M MU STATUS BY NM AFTER RCVD DT**”

ADMIN > ADHOC REPORT

## Adhoc Report

For Official Use Only  
This Report May Contain Privacy Sensitive Data.  
Any misuse or unauthorized disclosure may result in both civil and criminal penalties.

Available Ad-Hoc Reports

Filter

Report Title	Sub Title	Last Updated Date (YYYY/MM/DD)	Last Run Date (YYYY/MM/DD)	Rpt ID
<a href="#">TMP 3M MU STATUS BY NM AFTER RCVD DT</a>	RQMT/CS	2016/04/27	2016/10/10	13915
<a href="#">TMP 3M QUALS BY NM</a>	PQS/CS	2016/03/25	2016/05/02	13913
<a href="#">TMP MU GRADS BY CDP AND TYCOM, LAST 36 MO ONLY</a>	CSE/CS	2016/06/13	2016/08/19	14118
<a href="#">TMP NAME (SEPARATED) W/ EDIPI BY SELECTED UIC</a>	MIL ONLY PERS/SJD	2016/10/14	2016/10/13	13224

Page 1 of 1

## TMP 3M MU STATUS BY NM AFTER RCVD\_DT RQMT/CS - (Rpt Id: 13915)

For Official Use Only  
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\*For better performance, choose 'Save' file when the prompt displays.

SELECT UIC

Select UIC	
UIC	UIC TITLE
N*****	USN EPC M100
N00000	ALL NAVY
N00002	NAVPERSCOM CENTRAL OPERATING ACTIVITY
N00006	UIC TITLE NOT AVAILABLE
N00011	CHIEF OF NAVAL OPERATIONS
N00012	DONSO ASSIST FOR ADMIN UNDER SECNAV
N00013	JUDGE ADVOCATE GENERAL OF THE NAVY
N00014	CHIEF OF NAVAL RESEARCH
N00015	NAVAL INTELLIGENCE ACTIVITY
N00016	DIRECTOR PETROLEUM RESERVES
N00017	NAVAL SEA SYSTEMS COMMAND DECOM
N00018	BUREAU OF MEDICINE AND SURGERY
N00019	NAVAL AIR SYSTEMS COMMAND
N00020	DPAS WASHINGTON DC
N00022	BUREAU OF NAVAL PERSONNEL

UIC = Selected	
UIC	UIC TITLE
Page 1 of 1	

- Type in your UIC.
- Click the “Filter” button.

# Fleet Training Management and Planning System (FLTMPS)

Home Admin Learning Events Courses Personnel Manpower Requirements Feedback/Survey Print Report Search About Us Exit

Welcome MILLETE JULES (N53825)

No Favorites Found

ADMIN > ADHOC REPORT

## TMP 3M MU STATUS BY NM AFTER RCVD\_DT RQMT/CS - (Rpt Id: 13915)

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### SELECT UIC

Select UIC	
<input type="text"/>	Filter
UIC	UIC_TITLE
<a href="#">N21685</a>	DOG 55 STOUT
Page 1 of 1	

UIC = Selected	
UIC	UIC_TITLE
Page 1 of 1	

- Click on UIC hyperlink.

Welcome MILLETE JULES (N53825)

No Favorites Found

ADMIN > ADHOC REPORT

### TMP 3M MU STATUS BY NM AFTER RCVD\_DT RQMT/CS - (Rpt Id: 13915)

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SELECT UIC

Select UIC	
N21685 DDG 55 STOUT	Filter
UIC	UIC_TITLE
N21685	DDG 55 STOUT

Page 1 of 1

UIC = Selected	
UIC	UIC_TITLE
Delete	N21685 DDG 55 STOUT

Page 1 of 1

Run Report

- Click on "Run Report" button.



**Fleet Training Management and Planning System (FLTMP)**

Home Admin Learning Events Courses Personnel Manpower Requirements Feedback/Survey Print Report Search About Us Exit

Welcome MILLETE JULES (N53825) No Favorites Found

ADMIN > ADHOC REPORT

### TMP 3M MU STATUS BY NM AFTER RCVD\_DT RQMT/CS - (Rpt Id: 13915)

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UIC = (N21685)  
*\*For better performance, choose 'Save' file when the prompt displays.*

Please select export type below for the TMP 3M MU STATUS BY NM AFTER RCVD\_DT report.

[Excel](#) [CSV](#) [Word](#)

**Available Ad-Hoc Reports**

TMP 3M MU STATUS BY NM AFTER RCVD\_DT RQMT/CS 2016/04/27 2016/10/10 13915 Filter

Report Title	Sub Title	Last Updated Date (YYYY/MM/DD)	Last Run Date (YYYY/MM/DD)	Rpt ID
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Page 1 of 1

- Click "Excel" to export/download the report to an Excel spreadsheet you can save on your local computer.

- Click the “Save” button to save the report.

**Fleet Training Management and Planning System (FLTMPS)**

Home Admin Learning Events Courses Personnel Manpower Requirements Feedback/Survey Print Report Search About Us Exit

Welcome MILLETE JULES (N53825) No Favorites Found ▾

ADMIN > ADHOC REPORT

**TMP 3M MU STATUS BY NM AFTER RCVD\_DT**  
RQMT/CS - (Rpt Id: 13915)

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Page 1 of 1

Do you want to open or save **AdhocReport\_101916.xls** (132 KB) from **ntmpsweb.ncdc.navy.mil**? Open **Save** ▾ Cancel ×

- Note the name of the file you just downloaded.
- Click the “View downloads” button.

ADMIN > ADHOC REPORT

## TMP 3M MU STATUS BY NM AFTER RCVD\_DT RQMT/CS - (Rpt Id: 13915)

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[Excel](#)   [CSV](#)   [Word](#)

Available Ad-Hoc Reports

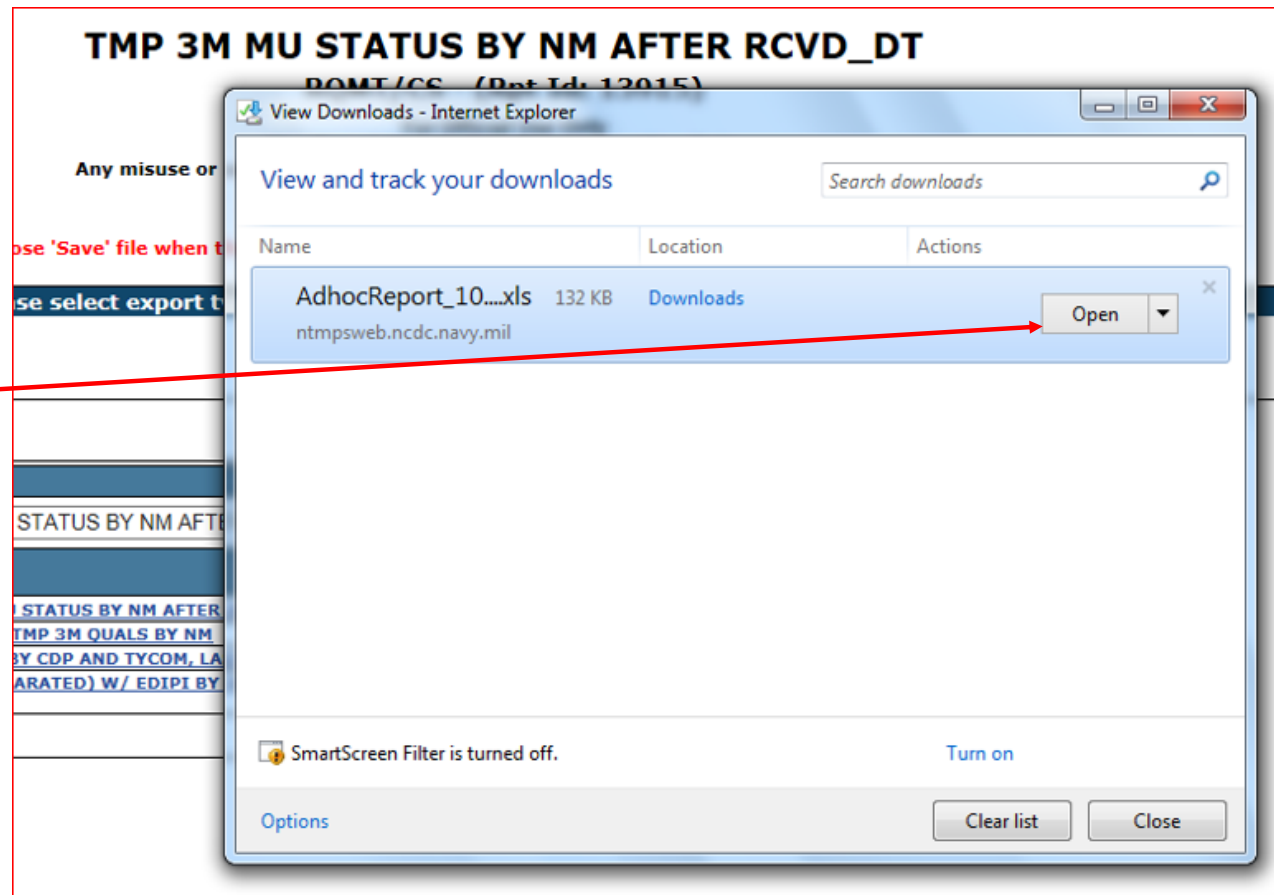
Filter

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Page 1 of 1

The AdhocReport\_102016.xls download has completed. 
Open Open folder View downloads ×

- NOTE: You may have a list of downloads on your display depending on how many files are showing on your downloads history.
- Locate your report and click the “Open” button to open and display your report.
- Once you open and view your report, you may save it to a different location if so desired.



**END OF PRESENTATION**