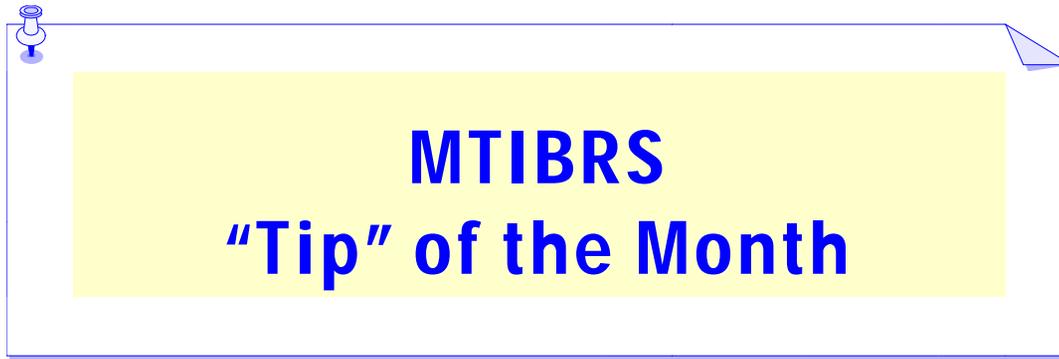# MTIBRS
"Tip" of the Month

2012 MARIJUANA/HASHISH REPORT IN MOR

1. Login to your MTIBRS account then click on **MTIBRS Online Reporting**

2. Under Drugs Seized click on **Drug Report By Region**

3. Under **Measures** (listed in left side bar under Report contents):
   a. click on <u>Drug Measurement</u>; to clear the default setting - click on X right of All Drug Measurement Types (Default selected member); then check box for Gram
      b. click on <u>Drug Type</u>; to clear the default setting - click on X right of All Drug Types (Default selected member); then check box for Marijuana/Hashish
         c. click on <u>Incident Date;</u> to clear the default setting - click on X right of 2011 (Default selected member); click on the + left of 2012; click on the + left of Q1 2012; then scroll down to check boxes for Jan., Feb. & Mar. 2012

4. Click on **Show updated report**

5. Click on your **Region** (e.g. Central Montana) under the Jurisdiction column heading

6. Click on your **County** under the Jurisdiction column heading

7. Click on **number** under a specific Month/Year corresponding to your agency

8. Review specific Marijuana/Hashish Seized information.

MTIBRS
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Your report should like the screen shot below after completing step #6.