

Batch Queue Admin - Start here

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The [Batch Queue Admin tool](#) is an advanced version of the Batch Queue tool that allows system administrators to review and manage reports. The Batch Queue Admin tool also allows system administrators to easily view the user(s) who have scheduled each Batch Queue report.

Tutorials

- [Batch Queue Admin video](#)

How-to guides

- [Assign reports to the Batch Queue](#)
- [Filter reports in the Batch Queue list](#)
- [View Batch Queue report details](#)
- [Retrieve a report from the Batch Queue](#)
- [Cancel reports in the Batch Queue](#)
- [Restart canceled reports in the Batch Queue list](#)
- [Delete reports from the Batch Queue list](#)

Reference

- [Batch Queue Reporting Options fields](#)
- [Batch Queue Detail fields](#)
- [Batch Queue tool](#)

Administrator setup

- [Batch Queue Admin Tool Rights](#)