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## ACRE – Online Report Access Instructions

### 1. Go to: [nceaifg.com](http://nceaifg.com)

- Click the Login button in the top right corner to login into your account.
  - Click the [Forgot Password link](#) if you do not remember your password.

LOGIN

### 2. Verify that you are in the correct school/parish group, not your Diocese group or the NCEA group.

- Change your group by clicking the blue [Change](#) button next to the group name.



Dashboard

Group: St. Mary's School Demo [Change](#)

### 3. Click the green [View Report](#) button on your Dashboard.



Click the button below to view your NCEA-IFG report(s).

VIEW REPORT

### 4. Select from the drop-down menu which report you would like to view.

- Download each report by clicking the [Save File](#) button to download the report as a PDF.
- Review, print, and distribute at your convenience.
- Please contact us with any questions at [help@nceaifg.com](mailto:help@nceaifg.com) or call at 1-800-707-NCEA.

Group: St. Mary's School Demo [Change](#)

Reports:

Level 1

