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| --- | --- | --- | --- |
| **Procedure Name:** | **Benchmark Update** | **A picture containing text, clipart  Description automatically generated** | |
| **Department:** | Investment Team |
| **Effective Date:** | 11/14/2022 | **Author:** | Katie Weinschenk |

**Description**

In order for the WMP QPR report to print correctly, we need to change a setting in the WMP household.

**Assumptions**

N/A

**Procedure**

Graphical user interface, text, application

Description automatically generated

1. Search for Client and pull up their household
2. Click General Tab
3. Click on Edit
4. Go down to Primary Benchmark and click the magnifying glass
5. Type in None and press enter
6. Select None
7. Click Save

**References**

N/A

**Revision History**

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| --- | --- | --- |
| **Revision Date** | **Revised By** | **Revision Notes** |
| 11/14/2022 | Katie Weinschenk | Procedure Created |
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