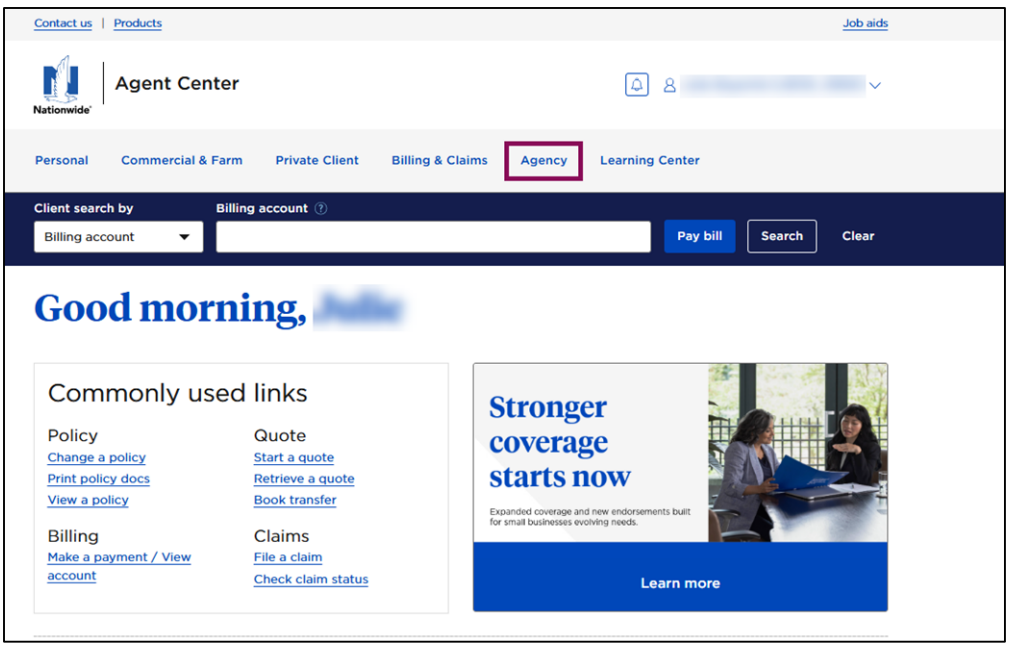
Agency Production Report

Job Aid

Description of Job Aid

This job aid provides step-by-step instructions for generating the Agency Production Report. It guides you through selecting the appropriate options and filters to produce a monthly report for production items such as Direct Written Premium, Earned Premium and Loss Ratio.

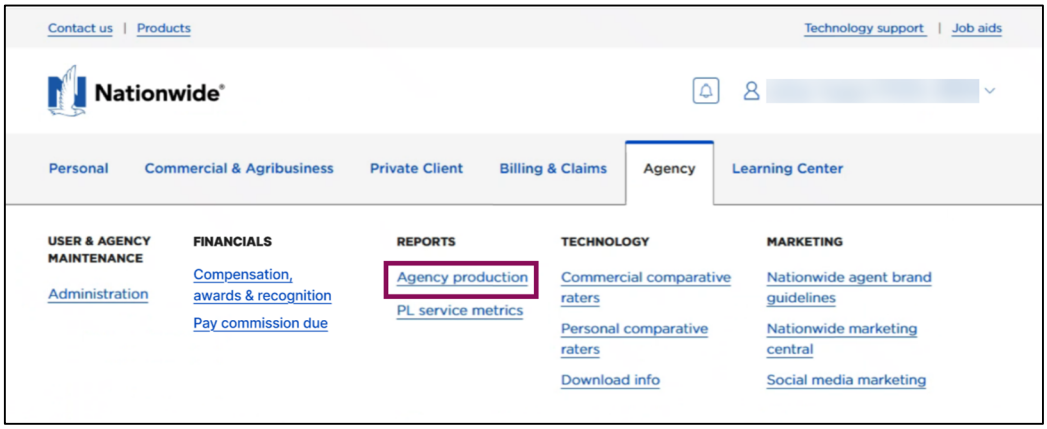
Step 1

Action	Screen
On the Agent Center home page, select the **Agency** option from the top menu.	

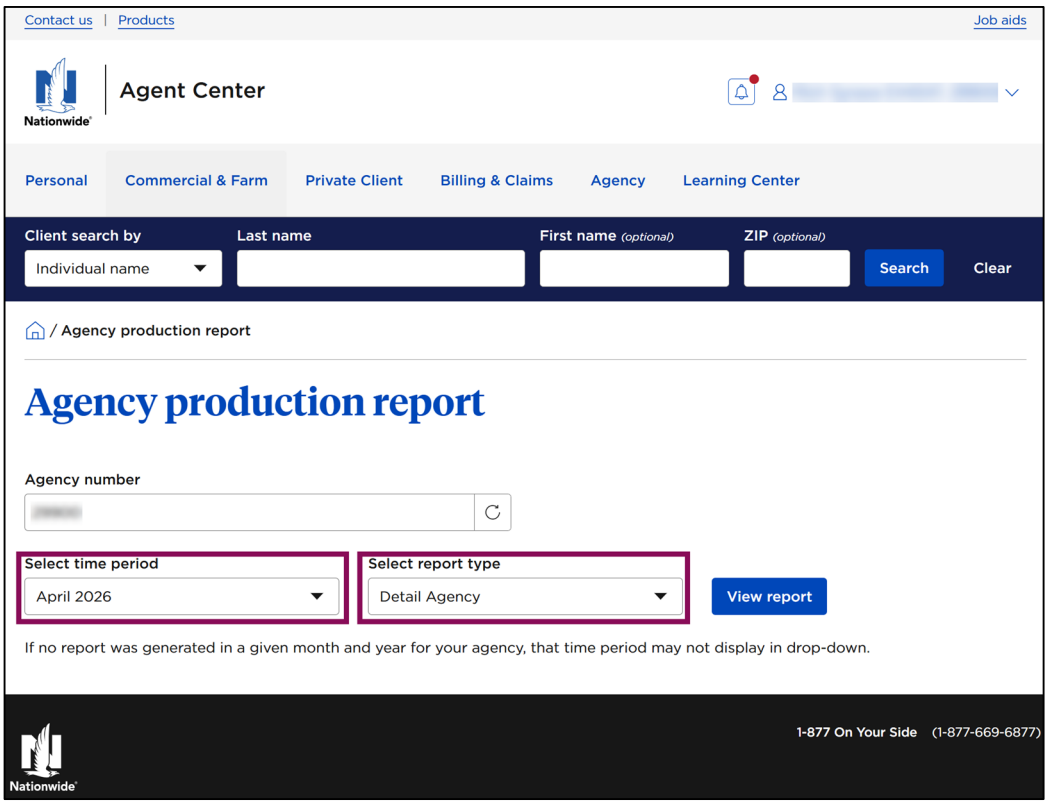
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Agency Production Report
Job Aid

Step 2

Action	Screen
Select the **Agency production** option within **REPORTS** menu.	

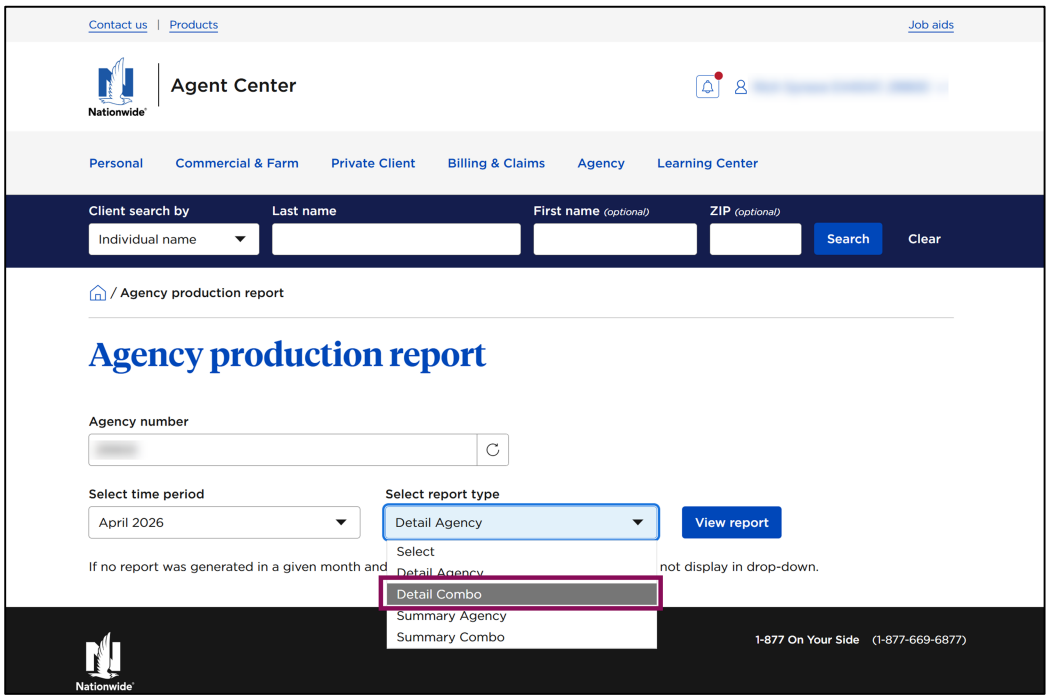
Step 3

Action	Screen
Agency Production Report page opens. • The system generates this report on a monthly basis. On the **Agency production report** page, validate or update the desired time period for your report using the **Select time period** drop-down field • Once the desired time period is selected, select the **Select report type** field to change the report type	

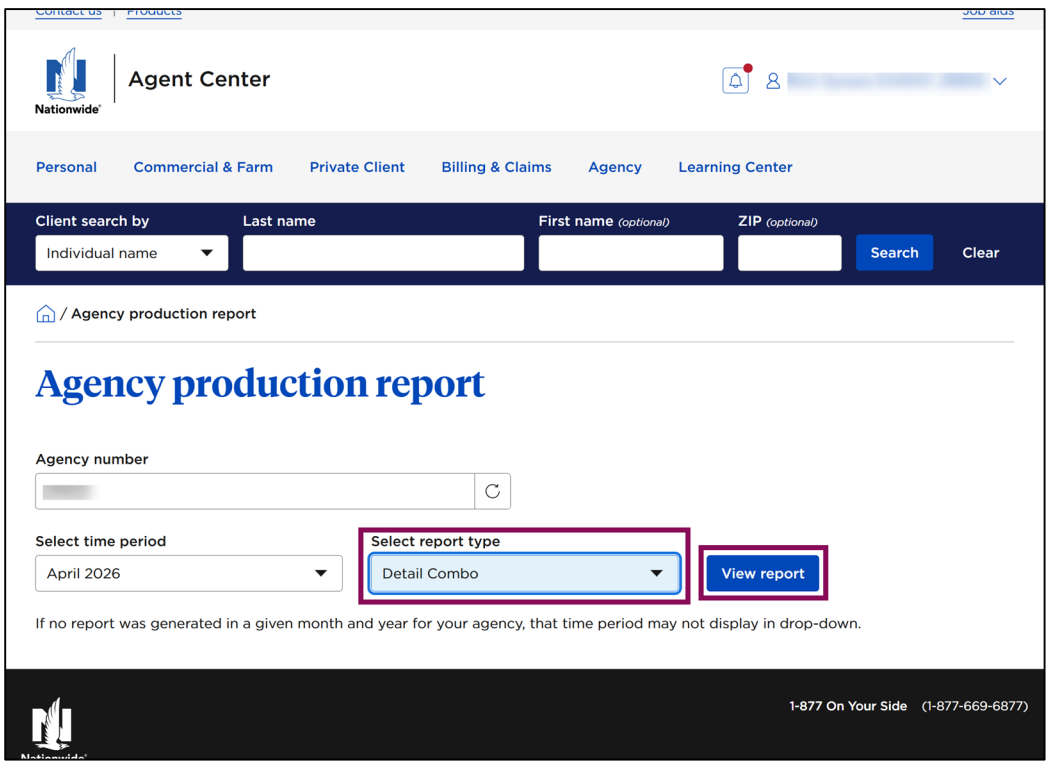
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Agency Production Report
Job Aid

Step 4

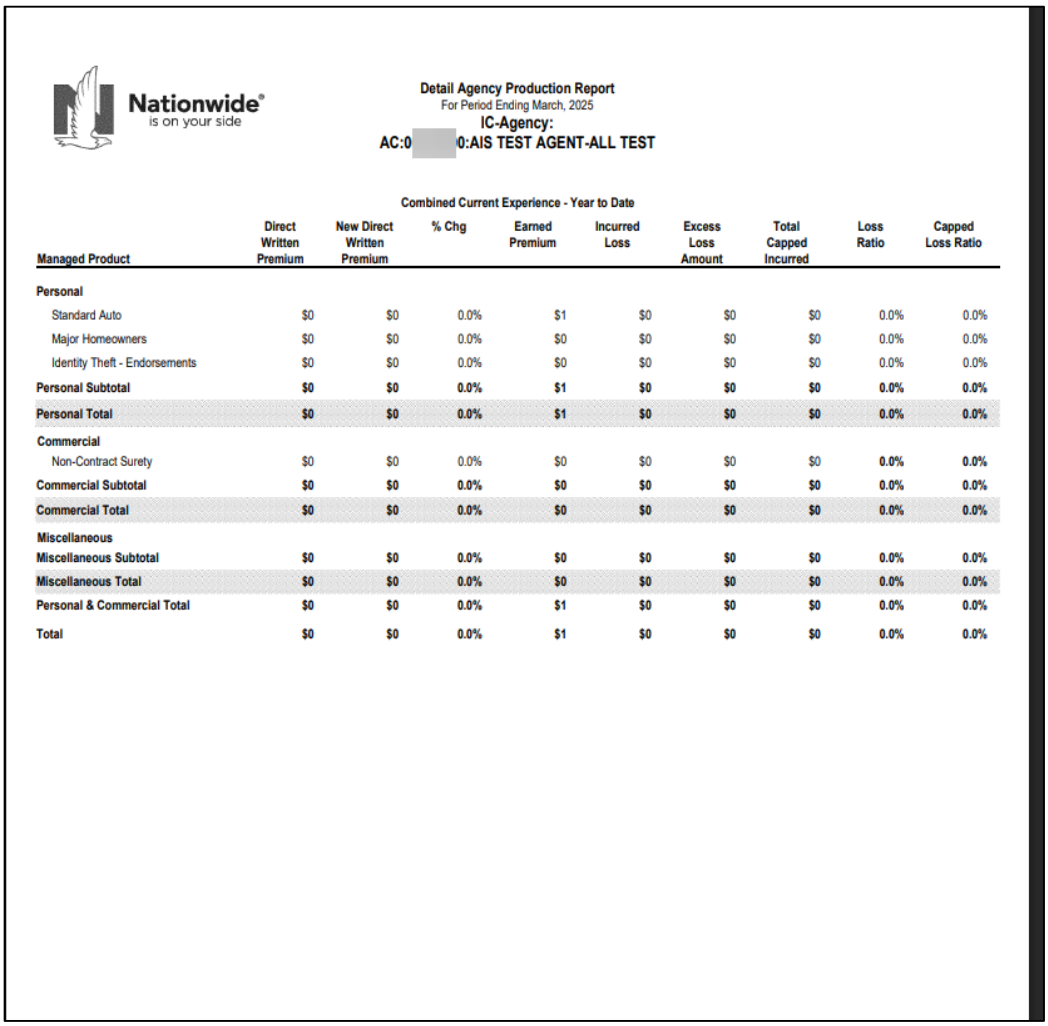
Action	Screen
From the drop-down list, select the **Detail Combo** option.	

Step 5

Action	Screen
With the correct filters selected, select the **View report** button to generate the report.	

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Step 6

Action	Screen
The system will generate the **Agency Production Report** for the desired time period.	

Nationwide
is on your side

Detail Agency Production Report
For Period Ending March, 2025
IC-Agency:
AC:0 0:AIS TEST AGENT-ALL TEST

Combined Current Experience - Year to Date

Managed Product	Direct Written Premium	New Direct Written Premium	% Chg	Earned Premium	Incurred Loss	Excess Loss Amount	Total Capped Incurred	Loss Ratio	Capped Loss Ratio
Personal									
Standard Auto	$0	$0	0.0%	$1	$0	$0	$0	0.0%	0.0%
Major Homeowners	$0	$0	0.0%	$0	$0	$0	$0	0.0%	0.0%
Identity Theft - Endorsements	$0	$0	0.0%	$0	$0	$0	$0	0.0%	0.0%
Personal Subtotal	**$0**	**$0**	**0.0%**	**$1**	**$0**	**$0**	**$0**	**0.0%**	**0.0%**
Personal Total	**$0**	**$0**	**0.0%**	**$1**	**$0**	**$0**	**$0**	**0.0%**	**0.0%**
Commercial									
Non-Contract Surety	$0	$0	0.0%	$0	$0	$0	$0	**0.0%**	**0.0%**
Commercial Subtotal	**$0**	**$0**	**0.0%**	**$0**	**$0**	**$0**	**$0**	**0.0%**	**0.0%**
Commercial Total	**$0**	**$0**	**0.0%**	**$0**	**$0**	**$0**	**$0**	**0.0%**	**0.0%**
Miscellaneous									
Miscellaneous Subtotal	**$0**	**$0**	**0.0%**	**$0**	**$0**	**$0**	**$0**	**0.0%**	**0.0%**
Miscellaneous Total	**$0**	**$0**	**0.0%**	**$0**	**$0**	**$0**	**$0**	**0.0%**	**0.0%**
Personal & Commercial Total	**$0**	**$0**	**0.0%**	**$1**	**$0**	**$0**	**$0**	**0.0%**	**0.0%**
Total	**$0**	**$0**	**0.0%**	**$1**	**$0**	**$0**	**$0**	**0.0%**	**0.0%**

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