Admin Reports

CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Content	Exam Data	Learner Exam/Survey Data	The Learner Exam Data Report returns (for all selected Learners; exams; and surveys) the details of Learners' performance on exams and surveys; including external exams. You can choose whether the report should include details of the Learners' performance with regard to individual questions; to the exam's associated objectives. You can also print each question on the report.
Content	Exam Data	Learner Exam/Survey Data (CSV)	The Learner Exam Data Report returns (for all selected Learners; exams; and surveys) the details of Learners' performance on exams and surveys; including external exams. You can choose whether the report should include details of the Learners' performance with regard to individual questions; to the exam's associated objectives. You can also print each question on the report in CSV format.
Content	Exam Item Analysis	Exam Item Analysis	The Exam Item Analysis report returns the questions that were associated with an exam at run time. Exams can be randomized; their questions drawn from a pool. The report accounts for randomization and pools.
Content	Exam Item Analysis	Exam Item Analysis (CSV)	The Exam Item Analysis report returns the questions that were associated with an exam at run time. Exams can be randomized; their questions drawn from a pool. The report accounts for randomization and pools.
Content	Score Summary	Score Summary CSV	The Score Summary report summarizes how Learners scored on selected content objects during a specified time period.The report provides a final score that reflects the score of Learners' latest attempts to complete the corresponding content object;the time spent on each content object;the title of the selected content objects with the related items;and the number of attempts made by each Learner to complete the selected content objects in CSV format.The content objects you select MUST be AICC or SCORM compliant.
Content	Score Summary	Score Summary Group By Content Object	The Score Summary report summarizes how Learners scored on selected content objects during a specified time period. The report provides a final score that reflects the score of Learners' latest attempts to complete the corresponding content object; the time spent on each content object; the title of the selected content objects with the related items; and the number of attempts made by each Learner to complete the selected content objects. The content objects you select MUST be AICC or SCORM compliant.

6.4 Standard Reports

6.4 Custom Reports

Admin Reports

CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Content	Score Summary	Score Summary Group By Organization	The Score Summary report summarizes how Learners scored on selected content objects during a specified time period. The report provides a final score that reflects the score of Learners' latest attempts to complete the corresponding content object; the time spent on each content object; the title of the selected content objects with the related items; and the number of attempts made by each Learner to complete the selected content objects. The content objects you select MUST be AICC or SCORM compliant.
Content		Exam Objects	The Exam Objects report returns metadata about exams; including its objectives and questions; scoring data; and analysis actions.
Learner Management	Account Data	Account Data	The Account Data report returns; for each Learner; account-related information; such as Learner ID; contact information; supervisor information; and hiring information.
Learner Management	Account Data	Account Data (CSV)	The Account Data report returns; for each Learner; account-related information; such as Learner ID; contact information; supervisor information; and hiring information in CSV format.
Learner Management	Competency Assessment	Competency Assesment (CSV)	The Learner Competency Assessment report returns; for each Learner ;the Learner's required mastery level; their assessed mastery level; and for each competency; the date of the last assessment in CSV format.
Learner Management	Competency Assessment	Competency Assessment Group By Competency	The Learner Competency Assessment by competency report returns; for each competency ;the Learner's required mastery level; their assessed mastery level and the gap between required and assessed level.
Learner Management	Competency Assessment	Competency Assessment Group By Learner	The Learner Competency Assessment report returns; for each Learner ;the Learner's required mastery level; their assessed mastery level; and for each competency; the date of the last assessment.
Learner Management	Competency Assessment Comparison	Competency Assessment Comparison (CSV)	You can use the Competency Assessment Comparison Report to compare the competency ratings for a Learner with the organization average and the company average in CSV format.
Learner Management	Competency Assessment Comparison	Competency Assessment Comparison By Competency	You can use the Competency Assessment Comparison By Competency Report to compare the competency ratings for a Learner with the organization average and the company average grouped by competency.
Learner Management	Competency Assessment Comparison	Competency Assessment Comparison By Learner	You can use the Competency Assessment Comparison By Learner Report to compare the competency ratings for a Learner with the organization average and the company average grouped by Learner.
Learner Management	Competency Assessment Trend	Competency Assessment Trend	The Competency Assessment Trend checks an employee's competency ratings for improvement over time.
Learner Management	Competency Assessment Trend	Competency Assessment Trend (CSV)	The Competency Assessment Trend checks an employee's competency ratings for improvement over time in CSV format.

Admin Reports

CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Learner Management	Competency Profiles Status	Competency Profiles Status (CSV)	The Learner Competency Profile Status report returns; for each Learner and competency profile; the date when the competency profile was assigned to the Learner and whether or not the Learner has completed the requirements of the competency profile in CSV format.
Learner Management	Competency Profiles Status	Competency Profiles Status Group By Competency Profile	The Learner Competency Profile Status report returns; for each Learner and competency profile; the date when the competency profile was assigned to the Learner and whether or not the Learner has completed the requirements of the competency profile.
Learner Management	Competency Profiles Status	Competency Profiles Status Group By Learner	The Learner Competency Profile Status report returns; for each Learner and competency profile; the date when the competency profile was assigned to the Learner and whether or not the Learner has completed the requirements of the competency profile.
Learner Management	Cumulative Gap Analysis	Cumulative Gap Analysis	The Cumulative Gap Analysis report returns; for each competency and Learner; the average gap between a Learner's assessed ability and the mastery level required in the Learner's competency profile. This is a statistical summary report for the selected Learners. No individual Learner information appears unless you choose to run the report for one Learner at a time.
Learner Management	Cumulative Gap Analysis	Cumulative Gap Analysis (CSV)	The Cumulative Gap Analysis report returns; for each competency and Learner; the average gap between a Learner's assessed ability and the mastery level required in the Learner's competency profile. This is a statistical summary report for the selected Learners in CSV format.
Learner Management	Curriculum Status	Curriculum Status Legacy (CSV)	You can use the Curriculum Status report to see Learners' progress toward completing curricula.
Learner Management	Curriculum Status	Learner Curriculum Status Group By Learner	You can use the Curriculum Status report to see Learners' progress toward completing curricula.
Learner Management	Curriculum Status	Learner Curriculum Status Group By Learner Item Details	You can use the Curriculum Status report to see Learners' progress toward completing curricula.
Learner Management	External Request (SF-182) Data Report	External Request (SF-182) Data	The External Request Data report returns all data related to an external request that a Learner has submitted. It returns the external request form that the Learner completed.
Learner Management	External Request (SF-182) Data Report	External Request (SF-182) Data (CSV)	The External Request Data report returns all data related to an external request that a Learner has submitted. It returns the external request form that the Learner completed in CSV format.
Learner Management	Learner Costs	Learner Costs	The Learner Costs report returns information about each selected Learner's cost for each item that they have completed.

Admin Reports

CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Learner Management	Learner Costs	Learner Costs (CSV)	The Learner Costs report returns information about each selected Learner's cost for each item that they have completed in CSV format.
Learner Management	Learner CreatedAccount	Learner-Created Account	The Learner Created Account report returns a list of Learners who have self-registered into the learning system.
Learner Management	Learner CreatedAccount	Learner-Created Account (CSV)	The Learner Created Account report returns a list of Learners who have self-registered into the learning system in CSV format.
Learner Management	Learning History	Learning History	The Learning History report returns Learners' learning history (learning items and curricula they have finished) with detail item events.
Learner Management	Learning History	Learning History (CSV)	The Learning History report returns Learners' learning history (learning items and curricula they have finished) with detail item events.
Learner Management	Learning Hours	Learning Hours (CSV)	The Learning Hours report returns the hours of learning that Learners have completed. Learning hours can have types; such as hours that count toward certification.
Learner Management	Learning Hours	Learning Hours Group By Employee Status	The Learning Hours report returns the hours of learning that Learners have completed. Learning hours can have types; such as hours that count toward certification.
Learner Management	Learning Hours	Learning Hours Group By Employee Type	The Learning Hours report returns the hours of learning that Learners have completed. Learning hours can have types; such as hours that count toward certification.
Learner Management	Learning Hours	Learning Hours Group By Job Location	The Learning Hours report returns the hours of learning that Learners have completed. Learning hours can have types; such as hours that count toward certification.
Learner Management	Learning Hours	Learning Hours Group By Job Position	The Learning Hours report returns the hours of learning that Learners have completed. Learning hours can have types; such as hours that count toward certification.
Learner Management	Learning Hours	Learning Hours Group By Learning	The Learning Hours report returns the hours of learning that Learners have completed. Learning hours can have types; such as hours that count toward certification.
Learner Management	Learning Hours	Learning Hours Group By Organization	The Learning Hours report returns the hours of learning that Learners have completed. Learning hours can have types; such as hours that count toward certification.
Learner Management	Learning Hours	Learning Hours Group By Supervisor	The Learning Hours report returns the hours of learning that Learners have completed. Learning hours can have types; such as hours that count toward certification.

Admin Reports

CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Learner Management	Learning Needs	Learner Learning Needs (CSV)	Displays, for the learnerÆs selected, outstanding learning requirement(s) for the item(s) selected. Can sort the records within each group by item, assignment type, assignment date, expiration date, or by days remaining. Not specifying a date range will produce all item needs regardless of when they are due. Similar to system report but also includes Org ID.
Learner Management	Learning Needs	Learner Learning Needs Group By Employee Status	The Learning Needs report returns the learning needs of Learners. Learning needs are learning items or curricula that the Learner needs to complete.
Learner Management	Learning Needs	Learner Learning Needs Group By Employee Type	The Learning Needs report returns the learning needs of Learners. Learning needs are learning items or curricula that the Learner needs to complete.
Learner Management	Learning Needs	Learner Learning Needs Group By Item	The Learning Needs report returns the learning needs of Learners by items. Learning needs are learning items or curricula that the Learner needs to complete.
Learner Management	Learning Needs	Learner Learning Needs Group By Job Location	The Learning Needs report returns the learning needs of Learners. Learning needs are learning items or curricula that the Learner needs to complete.
Learner Management	Learning Needs	Learner Learning Needs Group By Job Position	The Learning Needs report returns the learning needs of Learners. Learning needs are learning items or curricula that the Learner needs to complete.
Learner Management	Learning Needs	Learner Learning Needs Group By Learner	The Learning Needs report returns the learning needs of Learners. Learning needs are learning items or curricula that the Learner needs to complete.
Learner Management	Learning Needs	Learner Learning Needs Group By Organization	The Learning Needs report returns the learning needs of Learners by organization. Learning needs are learning items or curricula that the Learner needs to complete.
Learner Management	Learning Needs	Learner Learning Needs Group By Supervisor	The Learning Needs report returns the learning needs of Learners. Learning needs are learning items or curricula that the Learner needs to complete.
Learner Management	Learning Plan	Learning Plan	The Learning Plan report returns the learning plan of Learners. Learning plans are Learners' personal docket of learning items and curricula.
Learner Management	Learning Plan	Learning Plan (CSV)	The Learning Plan report returns the learning plan of Learners. Learning plans are Learners' personal docket of learning items and curricula.
Learner Management	Online Item Status	Online Item Status	The Learner Online Item Status report shows you for the Learners and for the items you specify; each Learner's current progress based on online items taken by the Learner. A Learner's progress through online courses is reported at the content object level.
Learner Management	Online Item Status	Online Item Status (CSV)	The Learner Online Item Status report shows you; for the Learners and for the items you specify; each Learner's current progress based on online items taken by the Learner. A Learner's progress through online courses is reported at the content object level.
Learner Management	Organizational Assessment Data	Organizational Assessment Data	The Organizational Assessment Data report lists information about organizations and their related competencies.

Admin Reports

CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Learner Management	Organizational Assessment Data	Organizational Assessment Data (CSV)	The Organizational Assessment Data report lists information about organizations and their related competencies in CSV format.
Learner Management		Certificate of Completion	The Certificate of Completion report prints the certificates of completion for Learners by learning item.
Learner Management		Certificate Of Completion Learning Event	The Certificate of Completion report prints the certificates of completion for Learners from the recorded learning event.
Learner Management		Conflict	The Learner Conflict report returns; for each Learner; dates; times and scheduled offerings in existing learning schedule that are in conflict. To include all records; regardless of date; do not specify a date range.
Learner Management		Job Position Detail	The Job Code Detail report returns the curricula and the competency profiles that are associated with job codes
Learner Management		Multi-Rater Peer Vs Learner	The 360 Assessment Peer vs Learner Report compares the most recent 360 assessment competency ratings.
Learner Management		Region Data	The Region Data report returns; for each region included in the report; the facilities located within the region and the instructors that have been assigned to the region.
Learner Management		Self-Registration/Withdraw	The Learner Self-Enrollment / Withdraw report returns Learner information; registration information; and scheduled offering information for Learners who have self-registered or withdrawn from a scheduled offering.
Learning	Class Data	Class Data	The Class Data report describes a class; including the learning items; curricula; and offerings associated with the class; the Learners in the class; and other attributes of the class.
Learning	Class Data	Class Data (CSV)	The Class Data report describes a class; including the learning items; curricula; and offerings associated with the class; the Learners in the class; and other attributes of the class in CSV format.
Learning	Class Location	Class Location (CSV)	The Class Location report returns the locations associated with a class; such as the location of scheduled offerings associated with a class in CSV format.
Learning	Class Location	Class Location Group By Learner	The Class Location report returns the locations associated with a class; such as the location of scheduled offerings associated with a class.
Learning	Class Location	Class Location Group By Location	The Class Location report returns the locations associated with a class; such as the location of scheduled offerings associated with a class.
Learning	Class Progress	Class Progress	The Class Progress report returns the progress of Learners in a class toward completion of the class's learning.
Learning	Class Progress	Class Progress (CSV)	The Class Progress report returns the progress of Learners in a class toward completion of the class's learning in CSV format.

Admin Reports

CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Learning	Component Object Details	Item Object Details	The Item Object Details report returns; for each online item; content object details; the content objects themselves; and the exams or surveys that are included in the online item.
Learning	Component Object Details	Item Object Details (CSV)	The Item Object Details report returns; for each online item; content object details; the content objects themselves; and the exams or surveys that are included in the online item in CSV format.
Learning	Curriculum Data	Curriculum Data	The Curriculum Data Report returns curricula attributes; including the subcurricula in the curriculum.
Learning	Curriculum Data	Curriculum Data (CSV)	The Curriculum Data Report returns curricula attributes; including the subcurricula in the curriculum in CSV format.
Learning	Curriculums With Related Job Positions	Curriculum With Related Job Positions (CSV)	The Curricula with Related Job Codes report; given curricula; returns the Job Codes that contain curricula in CSV format.
Learning	Instructor Data	Instructor Data	The Instructor Data report returns instructors' cost per hour; email addresses; items the instructors are qualified to teach; and other system management information.
Learning	Instructor Data	Instructor Data (CSV)	The Instructor Data report returns instructors' cost per hour; email addresses; items the instructors are qualified to teach; and other system management information in CSV format.
Learning	Instructor Proctor Codes	Instructor Proctor Codes	The Instructor Proctor Codes report returns the proctor codes in a date range. Proctor codes control Learner access to exams.
Learning	Instructor Proctor Codes	Instructor Proctor Codes (CSV)	The Instructor Proctor Codes report returns the proctor codes in a date range. Proctor codes control Learner access to exams in CSV format.
Learning	Item Data	Item Data	The Item Data report returns attributes of learning items.
Learning	Item Data	Item Data (CSV)	The Item Data report returns attributes of learning items in CSV format.
Learning	Item Evaluation	Item Evaluation	The report shows the mean score (the average results of the rating scale questions) for each survey; survey page; and survey question and the percentage of Learners who selected each response.
Learning	Item Evaluation	Item Evaluation (CSV)	The report shows the mean score (the average results of the rating scale questions) for each survey; survey page; and survey question and the percentage of Learners who selected each response.
Learning	Item Evaluation By Individual Response	Item Evaluation By Individual Response	This report shows each Learners responses to the survey questions.
Learning	Item Evaluation By Individual Response	Item Evaluation By Individual Response (CSV)	This report shows each Learners responses to the survey questions.
Learning	Item List	Item List	The Item List report; given learning items; returns the items' type/ID/revision code and title.

Admin Reports

CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Learning	Item List	Item List (CSV)	The Item List report; given learning items; returns the items' type/ID/revision code and title in CSV format.
Learning	Item With PrerequisiteItems	Item with Prerequisite Items	The Item with Prerequisite Items report returns the prerequisites for learning items.
Learning	Item With PrerequisiteItems	Item with Prerequisite Items (CSV)	The Item with Prerequisite Items report returns the prerequisites for learning items in CSV format.
Learning	Items With Related Documents	Items with Related Documents	The Items with Related Documents; given learning items; returns the documents associated with the learning items.
Learning	Items With Related Documents	Items with Related Documents (CSV)	The Items with Related Documents; given learning items; returns the documents associated with the learning items in CSV format.
Learning	Learning Evaluation	Learning Evaluation	This report shows the training effectiveness of items based on the average pre-test and post-test mean scores.
Learning	Learning Evaluation	Learning Evaluation (CSV)	This report shows the training effectiveness of items based on the average pre-test and post-test mean scores in CSV format.
Learning	Slot Status	Slot Status Group By Organization	The Slot Status By Organization report returns; for organizations and scheduled offerings; the current status of any slots that have been purchased. Where Learner names have been identified to fill the slots; the Learner names are included in the report; along with registration status and schedule information. You can group the report by organization.
Learning	Slot Status	Slot Status Group By Scheduled Offering	The Slot Status By Schedule Offering report returns; for organizations and scheduled offerings; the current status of any slots that have been purchased. Where Learner names have been identified to fill the slots; the Learner names are included in the report; along with registration status and schedule information. You can group the report by Schedule Offering.
Learning		Curricula with Related Job Positions	The Curricula with Related Job Codes report; given competencies; returns the job codes that contain curricula.
Learning		Custom Resource Data	The Custom Resource Data report returns the costs associated with custom resources.
Learning		Document Data	The Document Data report returns document attributes; including revision; author; and type.
Learning		Document Review Flag Report	The Document Review Flag report returns the curricula; items or other objects that should be reviewed because a document has been reviewed.
Learning		Equipment Data	The Equipment Data report returns equipment attributes.
Learning		Equipment Status	The Equipment Status report returns the location and equipment attributes; based on equipment or equipment status.

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CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Learning		Equipment Utilization	The Equipment Utilization report returns the number of scheduled offerings for which each individual piece of equipment has been scheduled; and the total number of hours the equipment is scheduled to be in use.
Learning		Item Type List	The Item Type List report returns the learning item type and description of items.
Learning		Material Data	The Material Data report returns; for each material type; the facilities where inventories of the material type are traced and the items in which the material type is used.
Learning		Resource Conflict	The Resource Conflict report returns scheduling conflicts of locations; instructors; and equipment. The report is divided into three groups: one for each of the resource types.
Miscellaneous	Admin Accounts	Admin Accounts	Custom report to reflect all ADMINS and their status for their center.
Miscellaneous	Admin Accounts	Admin Accounts (CSV)	Custom report to reflect all ADMINS and their status for their center.
Miscellaneous	Approvals Status	Approvals Status (CSV)	Approval Status - Taken from System Report, added columns.
Miscellaneous	Class Roster	Class Roster	The Scheduled Offering Roster report returns the roster of Learners in a scheduled offering.
Miscellaneous	Class Roster	Class Roster	The Scheduled Offering Roster report returns the roster of Learners in a scheduled offering.
Miscellaneous	Class Roster	Class Roster CSV (Detailed)	Class Roster CSV - 02/14/2012 JMB Contains email, phone number and Org.
Miscellaneous	Class Roster	Class Roster Verification	Attendance verification version of the class roster report.
Miscellaneous	External Request (SF-182) Tuition	External Request Tuition (CSV)	Shows SF-182 Request, Title, Dates of Attendance and amount of Tuition or Participation cost.
Miscellaneous	FAC-PPM Recertification Report	FAC-PPM Recertification Detail	List of personnel that are participating in the APPEL P/PM Recertificatioin program and courses they completed.
Miscellaneous	FAC-PPM Recertification Report	FAC-PPM Recertification Detail By Cycle (CSV)	List of personnel that are participating in the APPEL P/PM Recertificatioin program and courses they completed. Includes Cycle data.
Miscellaneous	FAC-PPM Recertification Report	FAC-PPM Recertification Detail-CSV	List of personnel that are participating in the APPEL P/PM Recertificatioin program and courses they completed. Output is in CSV format.
Miscellaneous	FAC-PPM Recertification Report	FAC-PPM Recertification Summary	APPEL FAC P/PM Recertification Summary report. Lists people that are certified as a Project Management Professional and are working toward maintaining that certification.
Miscellaneous	FAC-PPM Recertification Report	FAC-PPM Recertification Summary-CSV	APPEL FAC P/PM Recertification Summary report. Lists people that are certified as a Project Management Professional and are working toward maintaining that certification. Output is in CSV format.
Miscellaneous	IDP Status	Agency IDP	This report gives center/agency totals of civil servant individual development plan status. Converted to SATERN 6.4 JMB 05/23/2012

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CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Miscellaneous	IDP Status	Agency IDP (CSV)	This report gives center/agency totals of civil servant individual development plan status.
Miscellaneous	IDP Status	Center IDP	This report gives center/agency totals (with center subdomains) of civil servant individual development plan status.
Miscellaneous	IDP Status	Center IDP (CSV)	This report gives center/agency totals (with center subdomains) of civil servant individual development plan status.
Miscellaneous	IDP Status	Custom Individual Development Plan	Displays the Individual Development Plan of learners. Report can be filtered by Effective Dates and Expiration Dates as well as include Notes on the plan.
Miscellaneous	IDP Status	Learner IDP Status Group By Organization	You can use the Plan Status report to show the status of employee's plans. Employees and their supervisors create plans to set goals for the employee. The plans are in effect for a given plan period; a time during which employees work to meet goals. At the end of the plan period; plans expire.
Miscellaneous	IDP Status	Learner IDP Status Group By Status	You can use the Plan Status report to show the status of employee's plans. Employees and their supervisors create plans to set goals for the employee. The plans are in effect for a given plan period; a time during which employees work to meet goals. At the end of the plan period; plans expire.
Miscellaneous	IDP Status	Learner IDP Status Group By Supervisor	You can use the Plan Status report to show the status of employee's plans. Employees and their supervisors create plans to set goals for the employee. The plans are in effect for a given plan period; a time during which employees work to meet goals. At the end of the plan period; plans expire.
Miscellaneous	IDP Status	Learner IDP Status (CSV)	You can use the Plan Status report to show the status of employee plans. The plans are in effect for a given plan period; a time during which employees work to meet goals. At the end of the plan period; plans expire.
Miscellaneous	Item Request	Item Requests (CSV)	The Item Requests report returns; for Learners and items; the Learners who have requested items but who have not yet been registered or waitlisted in a scheduled offering of the item in CSV format.
Miscellaneous	Item Request	Item Requests Group By Item	The Item Requests report returns; for Learners and items; the Learners who have requested items but who have not yet been registered or waitlisted in a scheduled offering of the item.
Miscellaneous	Learner Curriculum Item Status	Learner Curriculum Item Status (CSV)	The Learner Curriculum Item Status report returns; for each Learner; the curriculum assigned to each Learner and their curriculum status; the items assigned to each curriculum; and the completion date; completion status; and required date for each item.
Miscellaneous	Learner History Admin Archived	Learner History Admin (HTML)	Displays learning history (both archived and active) for learner(s).
Miscellaneous	Learner History Admin Archived	Learner History Admin Archived (CSV)	Displays learning history (both archived and active) for learner(s). "Archived" means table GP Private History table.

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CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Miscellaneous	Learner Item Status	Learner Item Status (CSV)	Displays, for the learners and items selected, each learner's completion status for the items they participated in during the date range specified.
Miscellaneous	Learner Item Status	Learner Item Status Group By Items	Displays, for the learners and items selected, each learner's completion status for the items they participated in during the date range specified.
Miscellaneous	Learner Item Status	Learner Item Status Group By Learners	Displays, for the learners and items selected, each learner's completion status for the items they participated in during the date range specified.
Miscellaneous	Learner Item Status Archived	Learner Item Status Archived (CSV)	Displays, for the learners and items selected, each learner's completion status for the items they participated in during the date range specified. Report output can be grouped by either item or learner. Similar to system report but also contains Org ID and Company as well as contains ARCHIVED data.
Miscellaneous	Learner Item Status Archived	Learner Item Status Archived (PDF)	Displays, for the learners and items selected, each learner's completion status for the items they participated in during the date range specified. Report output can be grouped by either item or learner. Similar to system report but also contains Org ID and Company as well as contains ARCHIVED data.
Miscellaneous	Learning Calendar	Learning Calendar	Learning Calendar - includes segment information.
Miscellaneous	Learning Calendar	Learning Calendar (CSV)	The Learning Calendar report returns all the daily learning events scheduled between two dates.
Miscellaneous	Learning Calendar	Learning Calendar Summary (CSV) (no segments)	Learning Calendar - does not include segment information.
Miscellaneous	Registration Status	Registration Status (CSV)	The Registration Status report returns; for offerings and Learners;a detailed list of registration information including registration dates and times; enrollment numbers; instructors; and scheduled offering details.
Miscellaneous	Registration Status	Registration Status by Scheduled Offering	Displays, for the offerings and learners selected a detailed list of registration information. This report can be configured to include any of the Registration Statuses (Registered, Canceled, Waitlisted, and Pending). Similar to system report but also includes Enroll Date filter, Learner Org ID and contact information.
Miscellaneous	Registration Status	Registration Status Group By Learner	The Registration Status report returns; for offerings and Learners;a detailed list of registration information including registration dates and times; enrollment numbers; instructors; and scheduled offering details.
Miscellaneous	Schedule Offering Data	Scheduled Offering (CSV)	Shows Scheduled Offering Data in a CSV format.

Admin Reports

CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Miscellaneous	Schedule Offering Data	Scheduled Offering Data Report	The Scheduled Offering Data report returns detailed information about each schedule offering including the item scheduled; dates scheduled; registration and waitlist data; instructor data; segment data; and delivery costs.
Miscellaneous	Schedule Offering Data	Scheduled Offering Detail (CSV)	The Scheduled Offering Data report returns detailed information about each schedule offering including the item scheduled; dates scheduled; registration and waitlist data; instructor data; segment data; and delivery costs. Output is in CSV format.
Miscellaneous	Substitutes Relationship	Substitutes Relationship	The Substitutes Relationship report returns; for each learning item; the item for which a substitute relationship has been established and what completion status goes on a Learner's record when he or she receives credit for completing an item through a substitute learning item.
Miscellaneous	Substitutes Relationship	Substitutes Relationship (CSV)	The Substitutes Relationship report returns; for each learning item; the item for which a substitute relationship has been established and what completion status goes on a Learner's record when he or she receives credit for completing an item through a substitute learning item. Contains the ListBy Report Selector
Miscellaneous	Training Purchases	Training Purchases - Overnight (CSV)	Training Purchases SF 182 Receipts, Step 3 completed past thirteen (13) hours.
Miscellaneous	Training Purchases	Training Purchases - Pending (CSV)	Training Purchases (PENDING VERIFICATION). This report is a copy of the Training Purchases All report but lists training requests Pending Verification by the NSSC.
Miscellaneous	Training Purchases	Training Purchases (CSV)	Training Purchases SF 182 Receipts, Step 3 completed past three (3) hours.
Miscellaneous	Training Purchases	Training Purchases (HTML)	Training Purchases - HTML version - seldom used
Miscellaneous	Training Purchases	Training Purchases-ALL (CSV)	Every SF 182 at Step 3.
Miscellaneous		Academic Grades	Displays learning history (both archived and active) for learner(s). Includes filters for Domain, Organizations, and Learner filter and includes the following fields: Item, Description, Grade and Completion Date. Plus allows filtering by Item ID (only include "EX-AC-" courses). -TES 01/13/09 Converted to BIRT. JMcGary Mar2012
Miscellaneous		Contractor Company List	*** USE DOMAIN SEARCH SELECTOR. *** Prints a list of Companies by Center/Domain. Useful to determine name of companies to search for in a report.
Miscellaneous		Curriculum Requirement Status (CSV)	Curriculum Requirement Status report

Admin Reports

CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Miscellaneous		External Request CS Process Dates (CSV)	Displays process dates for Civil Servant 4-Step EXTERNAL LEARNING / VERIFICATION REQUESTs.
Miscellaneous		External Request Data (CSV) - HQ VERSION	External Training report including Training title, Training Type Code, Training Sub Type Code, Training Start Date, Training End Date, Training Duty Hours, Training Delivery Type Code, Training Purpose Type Code, Training Source Type Code, Training Material Cost, Training Tuition and Fees Cost Created for Headquarters.
Miscellaneous		External Request Data for JSC (CSV)	Custom version of SF-182 data for JSC. Used as input to a local database system.
Miscellaneous		External Request Data Tuition (CSV)	Displays all details (including Org ID) associated with External Training Requests submitted by the selected Learner. This information is organized into Request, Personal, Vendor, and Financial information categories.
Miscellaneous		Incomplete Training Archived (CSV)	Display Learners that have not completed selected Training. Pulls from Archived data.
Miscellaneous		KSC Area Access (CSV)	Prepares a CSV report to show who has taken appropriate courses to maintain or obtain their access to secure areas of KSC.
Miscellaneous		Learner Account Totals (CSV)	This report gives a count of Civil Servant and Contractor Learner accounts by Domain ID.
Miscellaneous		Learner Competency History (CSV)	Learner History with competency information. Created by GMSmith on 10-July-2008
Miscellaneous		Learner Competency Search (CSV)	Displays items related to a given competency.
Miscellaneous		Learner Curriculum Item Status CSV (with history comments)	The Learner Curriculum Item Status report returns; for each Learner; the curriculum assigned to each Learner and their curriculum status; the items assigned to each curriculum; and the completion date; completion status; and required date for each item. This report contains the same fields as the Learner Curriculum Item Status CSV report, except the comments are from the item history file.
Miscellaneous		Learner Learning Hours (CSV)	Displays, for the learners and items selected the total number of "hours" of a specified type that the learner has completed. Gives the option to report on any hour type: credit hours, CPE hours, contact hours or total hours. Similar to system report but also includes Company, Component Length, and On Duty Hours.
Miscellaneous		Learner UUPIC	Pulls all Learner's and their corresponding UUPIC
Miscellaneous		Module	DESCRIPTION: Displays test information for one or more training modules.
Miscellaneous		PA_MAIL Table Report	Reads PA_MAIL table and lets you know if there are email notifications pending.

Admin Reports

CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
Miscellaneous		Pending Completion Credit (CSV)	Displays ACTIVE learners who have yet to receive completion credit, filtered by maximum segment end date.
Miscellaneous		TCRS Certification Cards	Prints Certificate Cards for SSC.
Performance	Competencies With Related Competency Profiles	Competencies with Related Competency Profiles	The Competencies with Related Competency Profiles report; given competencies; returns the competency profiles they are associated with.
Performance	Competencies With Related Competency Profiles	Competencies with Related Competency Profiles (CSV)	The Competencies with Related Competency Profiles report; given competencies; returns the competency profiles they are associated with in CSV format.
Performance	Competencies With Related Items	Competencies with Related Items	The Competencies with Related Items report; given curricula; returns the learning items they are associated with.
Performance	Competencies With Related Items	Competencies with Related Items (CSV)	The Competencies with Related Items report; given competencies; returns the learning items they are associated with in CSV format.
Performance	Competency Assessment Data	Competency Assessment Data	The Competency Assessment Data report; given competencies; returns the details of the competencies; including their associations to other objects like assessment processes and assessment surveys.
Performance	Competency Assessment Data	Competency Assessment Data (CSV)	The Competency Assessment Data report; given competencies; returns the details of the competencies; including their associations to other objects like assessment processes and assessment surveys in CSV format.
Performance	Competency Profile Data	Competency Profile Data	The Competency Profile Data report returns attributes of the competency profile; including the competencies in the profile.
Performance	Competency Profile Data	Competency Profile Data (CSV)	The Competency Profile Data report returns attributes of the competency profile; including the competencies in the profile in CSV format.
Performance	Competency Profile With Related Job Positions	Competency Profiles with Related Job Positions	The Competency Profile with Related Job Codes report; given a competency profile; returns the job codes associated with the profile.
Performance	Competency Profile With Related Job Positions	Competency Profiles with Related Job Positions (CSV)	The Competency Profile with Related Job Codes report; given a competency profile; returns the job codes associated with the profile in CSV format.
Performance		Competency Data	The Competency Data report returns metadata associated with a competency; like competency category; rating scale; competency profiles; and required rating.
Performance		Performance Review Template	The Performance Review Template generates printed performance reviews. You cannot run it from the Reports section; but you can import; export; and customize it.
Performance		Targeted Job Summary	The Targeted Job Summary report returns organizations' total number of Learners in the organization; and the number of Learners who are targeting Job Codes other than their current Job Codes. Learners choose their targeted Job Code.

Admin Reports

CATEGORY	GROUP	REPORT TITLE	REPORT_DESC
System Administration	Approval Role Coverage By Domain	Approval Role Coverage By Domain (CSV)	The Approval Role Coverage report describes the Learners; or type of Learners; assigned to an approval role in CSV format.
System Administration	Approval Role Coverage By Domain	Approval Role Coverage Group By Approval Roles	The Approval Role Coverage report describes the Learners; or type of Learners; assigned to an approval role.
System Administration	Approval Role Coverage By Domain	Approval Role Coverage Group By Domain	The Approval Role Coverage report describes the Learners; or type of Learners; assigned to an approval role.
System Administration	Facility Data	Facility Data Group By Facility	The Facility Data report returns the management and identifying information of facilities; including a facility's locations; assigned equipment; and material information grouped by Facility.
System Administration	Facility Data	Facility Data Group By Region	The Facility Data report returns the management and identifying information of facilities; including a facility's locations; assigned equipment; and material information grouped by Region.
System Administration	Location Utilization	Location Utilization	The Location Utilization report returns; for a date range; the number of scheduled segments in each location and the total number of hours associated with those scheduled offerings.
System Administration	Location Utilization	Location Utilization (CSV)	The Location Utilization report returns; for a date range; the number of scheduled segments in each location and the total number of hours associated with those scheduled offerings in CSV format.
System Administration		Approval Process Data	The Approval Process Data report describes approval process template as it is constructed in the administration environment (not as a run time approval processes)
System Administration		Approval Role Data	The Approval Role Data report describes how an approval role is used in the system; the processes it is associated with; the step names in the process; and the descriptions of the role itself.
System Administration		Holiday Profile	The Holiday Profile report returns the facilities to which the holiday profile has been applied. A new holiday profile must be created for each calendar year.
System Administration		Licensing Audit Report	Run the Learner License Audit report annually and send the results via email or fax to Plateau Systems; Ltd to ensure that you receive the maintenance support to which you are entitled.
System Administration		Location Data	The Location Data report returns location attributes; including contact information; cost information; and equipment information.