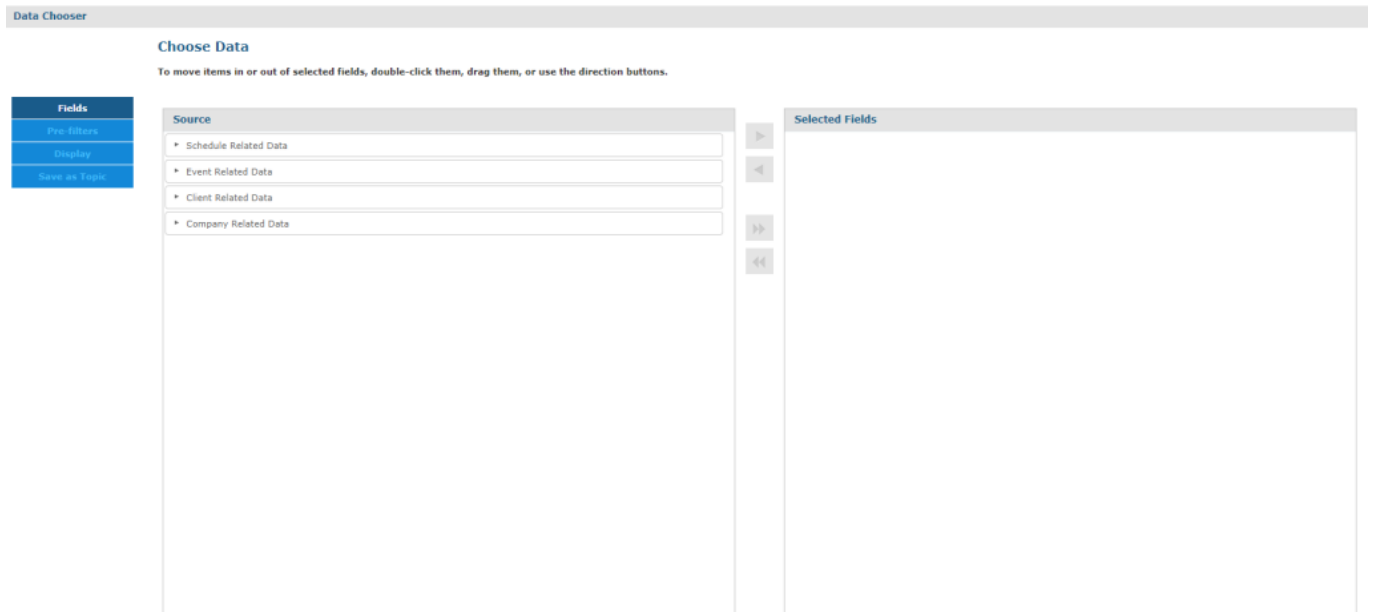


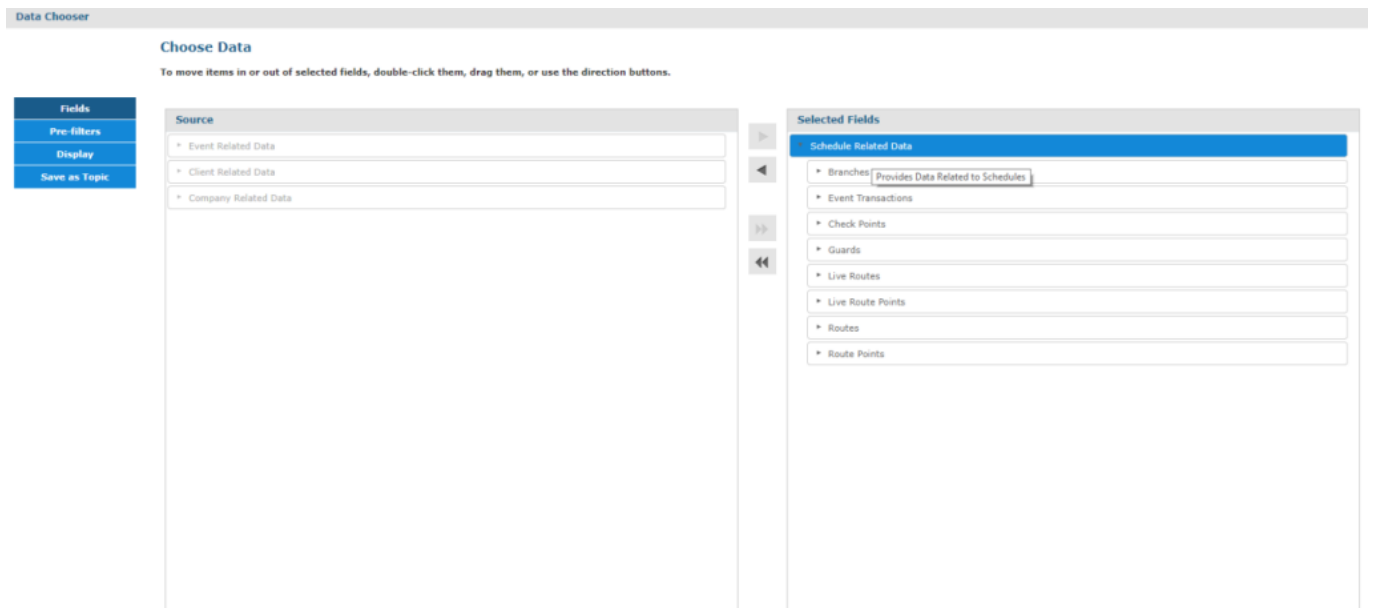
Create your very own reports

By navigating to the Bi/Analytics section in your web app you will have access to our brand new menu about custom reports. Select the Report Designer option and you will be navigated to the screen where you can now create your own reports.

On the “Select Data” screen, choose the Domain (unique for your Company) and you will be navigated to the “Choose Data” screen:



In this screen you will be asked to select one of the pre-defined data groups each corresponding to a group of fields available:



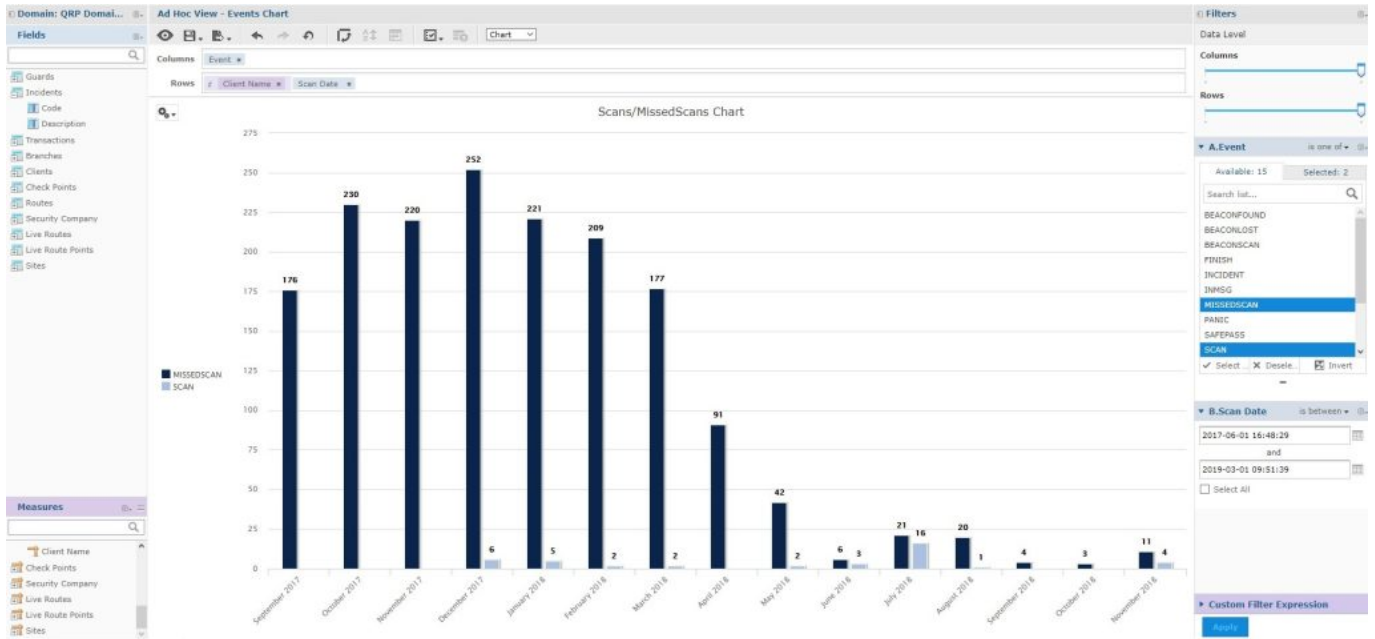
On your left there are all the tables that are available for you. You can use them in tables, crosstabs or even charts! Use them as filters to customize your report even more.

The screenshot shows the 'Ad Hoc View - Events Browser (Dashboard)' interface. At the top, there is a 'Tool bar' with various icons for navigation and actions. To the right of the tool bar is the 'View Type Menu' with options for 'Table' and 'Full Data'. Below the tool bar is the 'Data Mode Menu'. On the far right, there are 'Filter Controls' for three different fields: 'A.Scan Date', 'B.Guard Name', and 'C.Tour ID'. A 'Layout band' is located above the main data table. The main area is a 'Canvas' displaying an 'Events Browser Report' table. The table has the following columns: Scan Date, Event, Tour ID, Check Point, Guard, Client, and Site. The table contains 20 rows of data. On the left side, there is a sidebar with a tree view of data sources, including Guards, Incidents, Transactions, and Sites.

First select the type of report you want to create by selecting one of the 3 available options (Table, Crosstab and Chart).

The screenshot shows the 'Ad Hoc View - Initialize Report Designer' interface. The 'View Type Menu' is open, showing three options: 'Table', 'Chart', and 'Crosstab'. The 'Columns' and 'Groups' fields are empty.

Select the **Chart** option to create more visual-appealing data like pie charts etc.



Navigate to the left of the screen and select the fields you want to use in your report. With a simple drag and drop you will be able to visualize your data.

You can select to use the tables as fields or measures and visualize them in columns or rows to experience a fully customized report.