

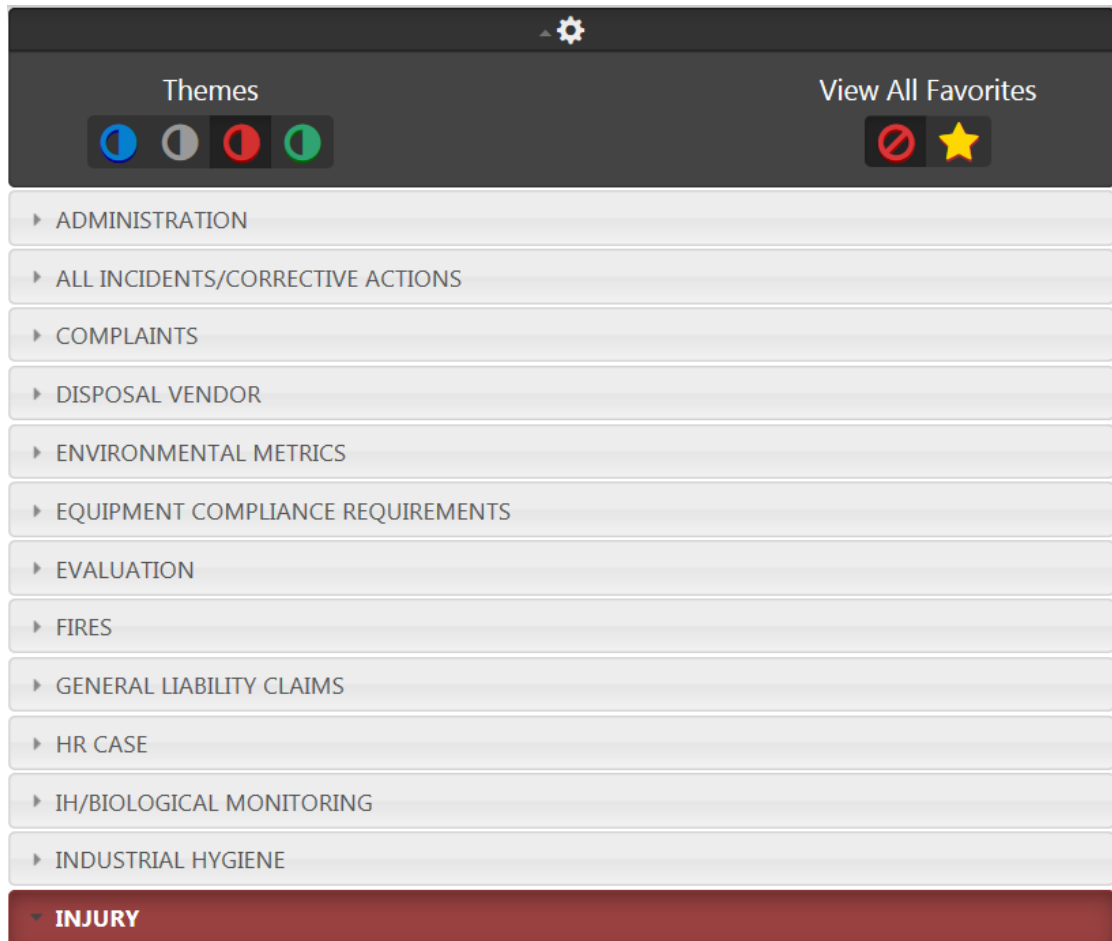
## Report Center Module

In addition to having a platform for housing data, it is critical that an Organization be able to view and report on the data in varied and meaningful ways. To meet that need, the AIC One Global Platform sits on top of a very robust Reporting tool.

The Report Center contains a variety of Ad Hoc canned reports. Additionally, the Report Builder solution offers Users the flexibility of creating customized reports including charts, graphs, roll-up reports, case list reports and location summary type reports. Essentially any piece of data entered into the database can be pulled back out in a report format. The location summary reports also include many system generated rates such as, Total Recordable Incident Rate, Lost Time Incident Rate, Lost Workday Severity Rate and more.

Users have the ability to schedule the custom Report Builder reports for automated email delivery, with the frequency and time to be determined by the User. Once a frequently needed report is created, a User can schedule it for automated delivery and have it arrive in his/her inbox when needed. The report can also be sent to others, both inside and outside, of the Organization.

Reports can be delivered in PDF, Excel, CSV and Word formats and allow for roll up reporting from the individual location level through the various levels of the Organization Structure.



# Applications International Corporation

Report Template Details **Select Report Fields**

**Grouping (Optional)**

**First By Tab**      **Field**      **Grouping Label**  
 [SELECT ONE]      [SELECT ONE]      [TEXT BOX]

**Then By Tab**      **Field**      **Grouping Label**  
 [SELECT ONE]      [SELECT ONE]      [TEXT BOX]

**Select Fields**

[View Field List Descriptions](#)

Order	Tab	Field	Column Label on Report	Additional Parameter
1	General Injury Details	Work Location	Location Name	
2	General Injury Details	Date Of Incident	DOI	
3	General Injury Details	Incident Time	Time of Incident	
4	What - How	Body Part	Body Part	...
5	What - How	Nature Of Injury	Nature Of Injury	...
6	What - How	Accident Type	Accident Type	...
7	What - How	Source Of Injury	Injury Source	...
8	Recordability	Incident Type	Type of Incident	...
9	Recordability	Recordable	Recordable	...
10	Recordability	OSHA Days Away	# of Days Away	...
11	Employee Details	Employee Name	Name of EE Injured	

Generate Report **Report Schedule** Report Recipients FTP/SFTP

**Create Report Subscription**

Do you want to schedule this report for automated delivery?  
 Yes  No

**Send Report**

Daily/Weekly  Monthly

**Day of Week**

Monday  
  Tuesday  
  Wednesday  
  Thursday  
  Friday  
 Saturday  
  Sunday

**Time of Day (PST)**

12:00 [v] AM [v]

**Notes**

[TEXT AREA]

Prompt for Username and Password to View Report (Applies only to current system users)