



## Benchmark Analytics®

New Reports List Filters  
Available!

FEATURE UPDATE

### What's New

#### Reports List Event Date Advanced Filter

Great news! The last advanced filter – Event Date – has been added to the reports list page. This filter allows a user to find reports related to a specific event date or date range, for example, "Use of Force reports for events that occurred in September 2023".

#### Training Admin Reports

Creating and managing administrative reports in the Training Management System is now easier than ever, with natural navigation and quick shortcuts to the most common tasks.



Release Date: October 19, 2023

# NEW REPORTS FILTER

## New Advanced Filter: Event Date

Find reports by the date that an incident or event took place using the Event Date filter. Use the Event Date filter to select a date or date range. Reports with that date will be displayed. Additionally, the event date is displayed on the Report Card.

Report Type: View All

Report Status: Status

**Event Date** Start date ~ End date

Submitted Date: Start date ~ End date

Mentioned Users: Mentioned Users

Report Submitter: Report Submitter

Reset Apply

Advanced Filters 1

Report Type: View All

Report Status: Status

2023-03-01 ~ 2023-08-31

<< < Mar 2023 > >> << < Aug 2023 > >>

Su	Mo	Tu	We	Th	Fr	Sa
26	27	28	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

Su	Mo	Tu	We	Th	Fr	Sa
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

Reports

Analytics Viewer

+ Create New Report

Admin All

Search

+ Advanced Filters

Use of Force UOF23-4-12

Case Number: 1235

Submitted by Olivia Person from Sunny Police Department at 04/24/2023, 13:07:23 CDT

Event Date: 04/19/2023

Last reviewed at 05/04/2023, 16:47:13 CDT

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Take Action

Use of Force UOF22-8-285

Case Number: 152462

Submitted by Olivia Person from Sunny Police Department at 04/24/2023, 12:47:21 CDT

Event Date: 04/05/2023

Last reviewed at 04/24/2023, 12:47:21 CDT

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Take Action

Use of Force UOF23-4-8

Case Number: 5632256

Submitted by Olivia Person from Sunny Police Department at 04/21/2023, 11:06:12 CDT

Event Date: 04/01/2023

Last reviewed at 04/21/2023, 11:06:12 CDT

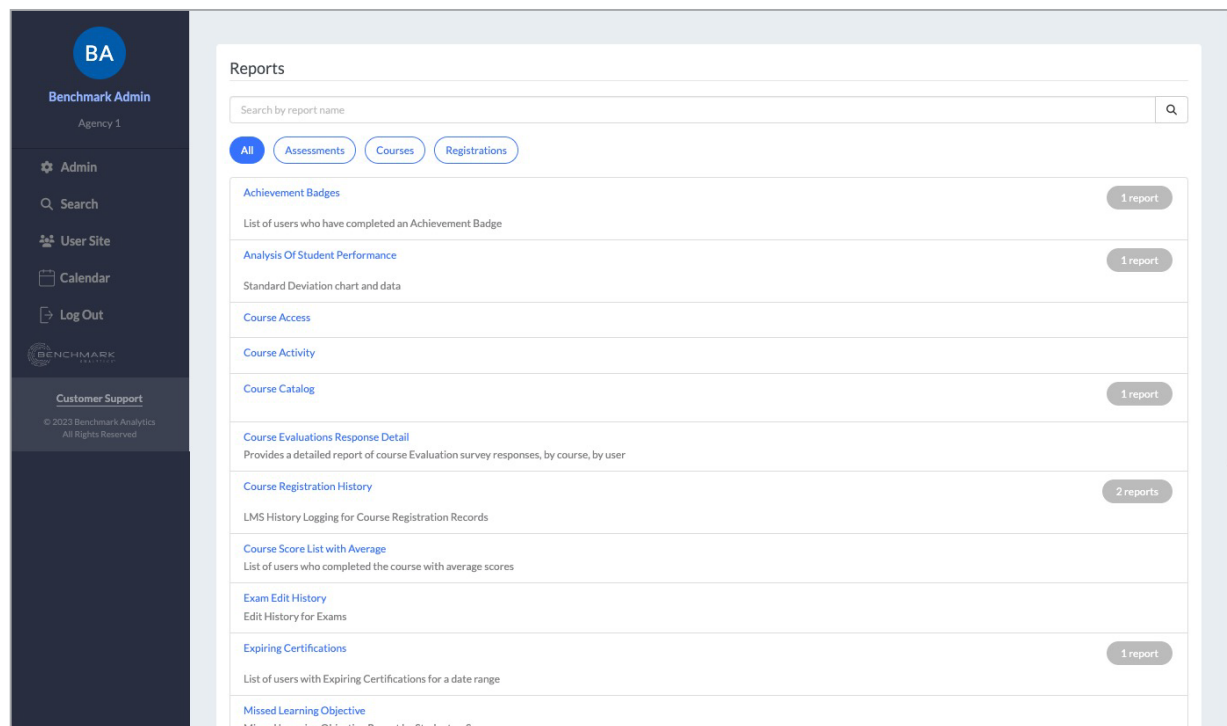
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Take Action

# TRAINING ADMIN REPORTS

## New Layout:

Training Reports now display as a searchable list. This makes it easier to skim over the list and find the type of report you want to use. Click on any of the quick filters at the top, or open a report to see a summary and previous versions you've saved.



## New Shortcut Actions:

Did you create a masterpiece of a report, and now you need to make a copy of it?  
Do you want to clean out old reports that your team doesn't need anymore?

Within a given report's summary page, click on the Actions menu (3 dots) to quickly access Clone and Delete options, among other common tasks.

