

# **Benchmark Analytics**<sup>®</sup>

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 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 Status	Status			
Event Date	Start date	~	End date	Ë
Submitted Date	Start date	~	End date	Ë
Mentioned Users	Mentioned Users			
Report Submitter	Report Submitter			

												- Adv	anced	Filter
						Repor	t Type	2	View A	1				
						Report	Status		Status					
2023-0	)3-01			~	2023-	08-31								
~~ <		Ν	1ar 202	23		> >>	~~	<		А	ug 202	23		>
Su	Mo	Tu	We	Th	Fr	Sa	S	u	Mo	Tu	We	Th	Fr	Sa
26	27	28	1	2	3	4	3	0	31	1	2	3	4	5
5	6	7	8	9	10	11		5	7	8	9	10	11	12
12	13	14	15	16	17	18	1	3	14	15	16	17	18	19
19	20	21	22	23	24	25	2	0	21	22	23	24	25	26
26	27	28	29	30	31	1	2	7	28	29	30	31	1	2
2	3	4	5	6	7	8		3	4	5	6	7	8	9

Reports		Analytics Viewer 🔊 + Create New Report
Admin All V Search	٩	+ Advanced Filters
Use of Force UOF23-4-12 Case Number: 1235	ণ	L Take Action
Submitted by Olivia Person from Sunny Police Depart	nent at 04/24/2023, 13:07:23 CDT	Last reviewed at 05/04/2023, 16:47:13 CDT
Use of Force UOF22-8-285 Case Number: 152462	୯	L Take Action
Submitted by Olivia Person from Sunny Police Depart Event Date: 04/05/2023	nent at 04/24/2023, 12:47:21 CDT	Last reviewed at 04/24/2023, 12:47:21 CDT
Use of Force UOF23-4-8 Case Number: 5632256	୯	L Take Action
Submitted by Olivia Person from Sunny Police Depart Event Date: 04/01/2023	nent at 04/21/2023, 11:06:12 CDT	Last reviewed at 04/21/2023, 11:06:12 CDT



# 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.

BA	Reports	
enchmark Admin	Search by report name	Q
Agency 1		
Admin	All Assessments Courses Registrations	
Search	Achievement Badges	1 report
	List of users who have completed an Achievement Badge	
User Site	Analysis Of Student Performance	1 report
Calendar	Standard Deviation chart and data	
Log Out	Course Access	
CHMARK	Course Activity	
Customer Support	Course Catalog	1 report
23 Benchmark Analytics All Rights Reserved	Course Evaluations Response Detail	
	Provides a detailed report of course Evaluation survey responses, by course, by user	
	Course Registration History	2 reports
	LMS History Logging for Course Registration Records	
	Course Score List with Average	
	List of users who completed the course with average scores	
	Exam Edit History	
	Edit History for Exams	
	Expiring Certifications	1 report
	List of users with Expiring Certifications for a date range	
	Missed Learning Objective	
	Missed Learning Objective Depart by Student or Summary	

### 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.

K Back	
Course Registration History	Add a new report
LMS History Logging for Course Registration Records	
Course Registration History - TMS How To: Admin Program	Report has expired Generate
Course Registration History 2021 Q4	Generated 25 days ago Download
	Download
	Generate
	Edit
	Clone
	Delete

