

# Agenda

- Reports Module Overview
- Creating & Running Reports
- Prompts
- Community Reports
- Exporting & Sharing Reports



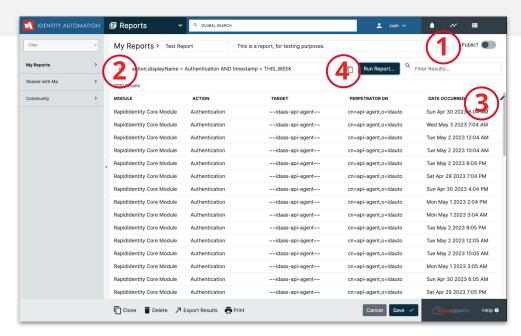
### Reports Module Overview

- Utilizes RapidIdentity's auditing database
- We parse through and filter this data to create Reports
- Queries and returned data can be configured
- Functional access tied to System Roles:
  - Portal Reporting Admin Full privileges (i.e. deletions)
  - Portal Reporting Manager Can create, import and run Reports
  - Portal Reporting Viewer Can view and run saved Reports



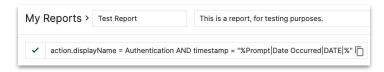
## Creating and Running Reports

- 1. Name, Description and Public/Private flag
- 2. Query expression
  - a. Complex expression that can use both static and dynamic (prompt) data
- Report columns
  - a. Configured using the Edit (pencil) button
- 4. Run Report button





#### Prompts



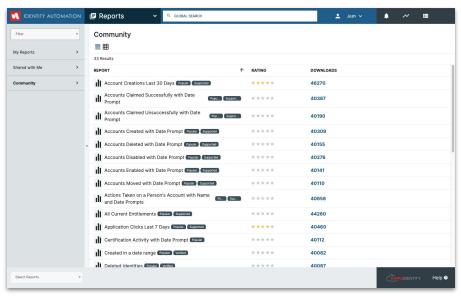


- Allows the user to submit dynamic criteria to a Report
  - Shortcut: ?
- Syntax: %Prompt|<Display Name>|<TYPE>|%
- Possible types of prompts:
  - LIST predetermined set of values
  - USER can be a user or role
  - LDAP can choose an LDAP attribute
  - DATE can be a date range, or individual date
  - CHOOSER enter a value
  - NONE require user to type in value



# **Community Reports**

- Available on all tenants
- Commonly-used reports, template friendly





# **Exporting and Sharing Reports**

