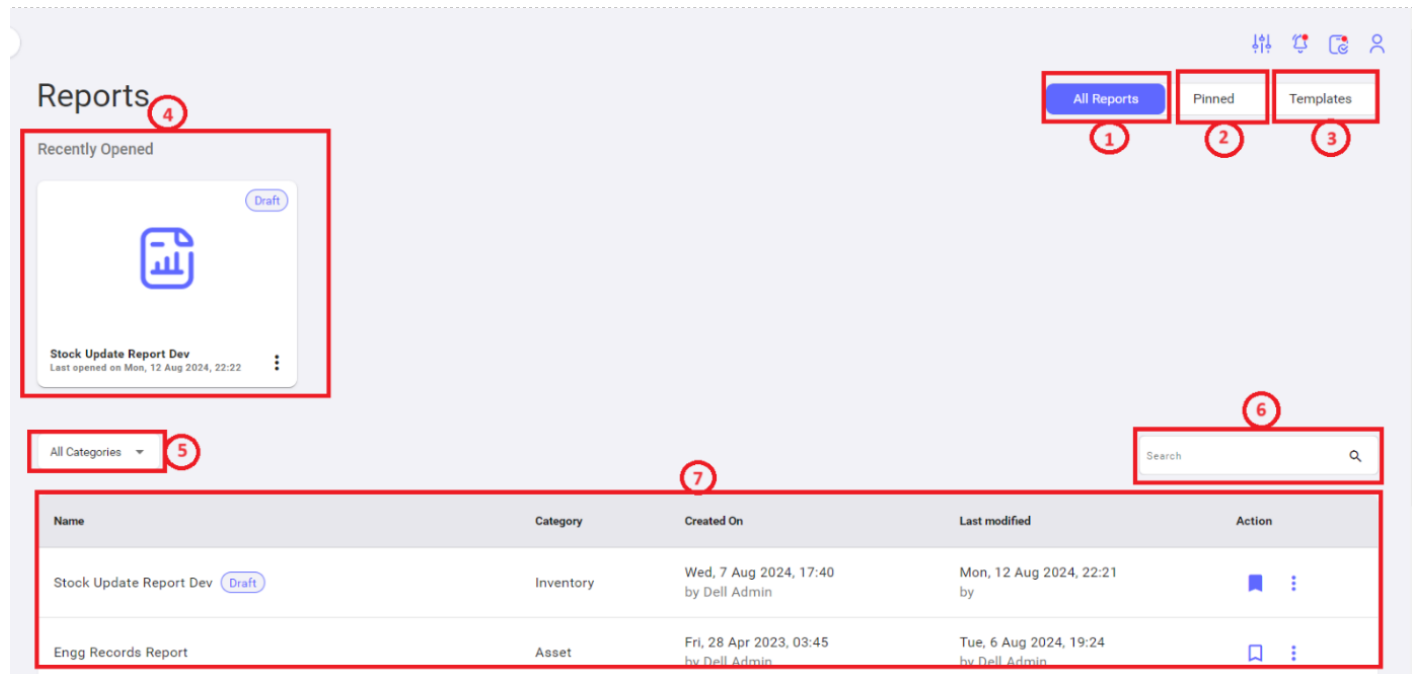


2. Reports Dashboard

Reports Dashboard:



1. **All Reports:** To view all reports in the dynamic table.
2. **Pinned:** To view only pinned reports in the dynamic table.
3. **Templates:** To view the report templates. Users can view the report template available in the system and customize it as needed.
4. **Recently Opened:** To view recently opened reports.
5. **All Categories:** To filter the list view based on Categories. List of Categories involves, Agent, Asset, Inventory, Case, e-PTW, Work Order, Visitor Pass.
6. **Search:** To view specific record.
7. **List View:** To view the list of reports in a dynamic table.

All Reports View:

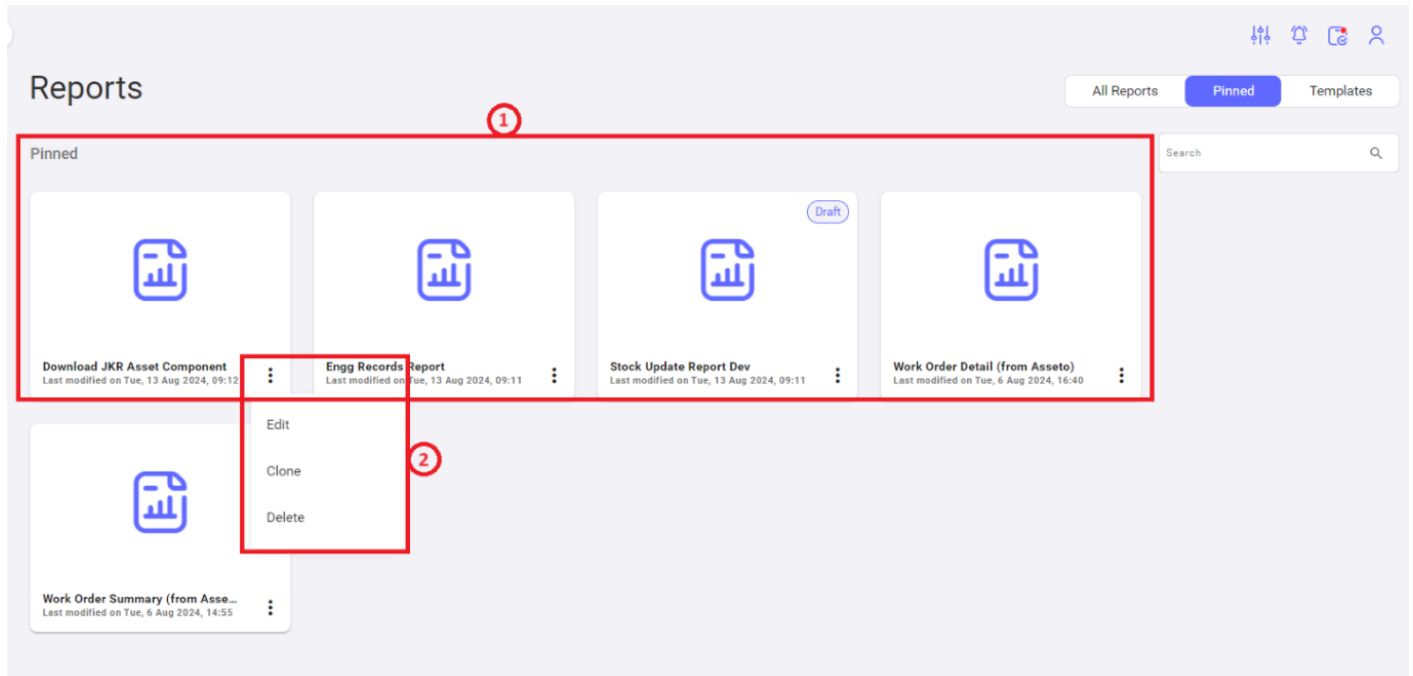
Users click on All Reports to view all the reports generated in an application.

Name	Category	Created On	Last modified	Action
Download JKR Asset Component	Asset	Tue, 30 Jan 2024, 10:33 by Dell Admin	Tue, 13 Aug 2024, 09:12 by Dell Admin	
Engg Records Report	Asset	Fri, 28 Apr 2023, 03:45 by Dell Admin	Tue, 13 Aug 2024, 09:12 by Dell Admin	
Stock Update Report Dev Draft	Inventory	Wed, 7 Aug 2024, 17:40 by Dell Admin	Tue, 13 Aug 2024, 09:12 by	

1. **Flag Icon:** Click on this flag icon to pin the report.
2. **3 Dots Icon:** Click on to 3 dots icon to perform edit / delete actions or clone the report.

Pinned Reports View:

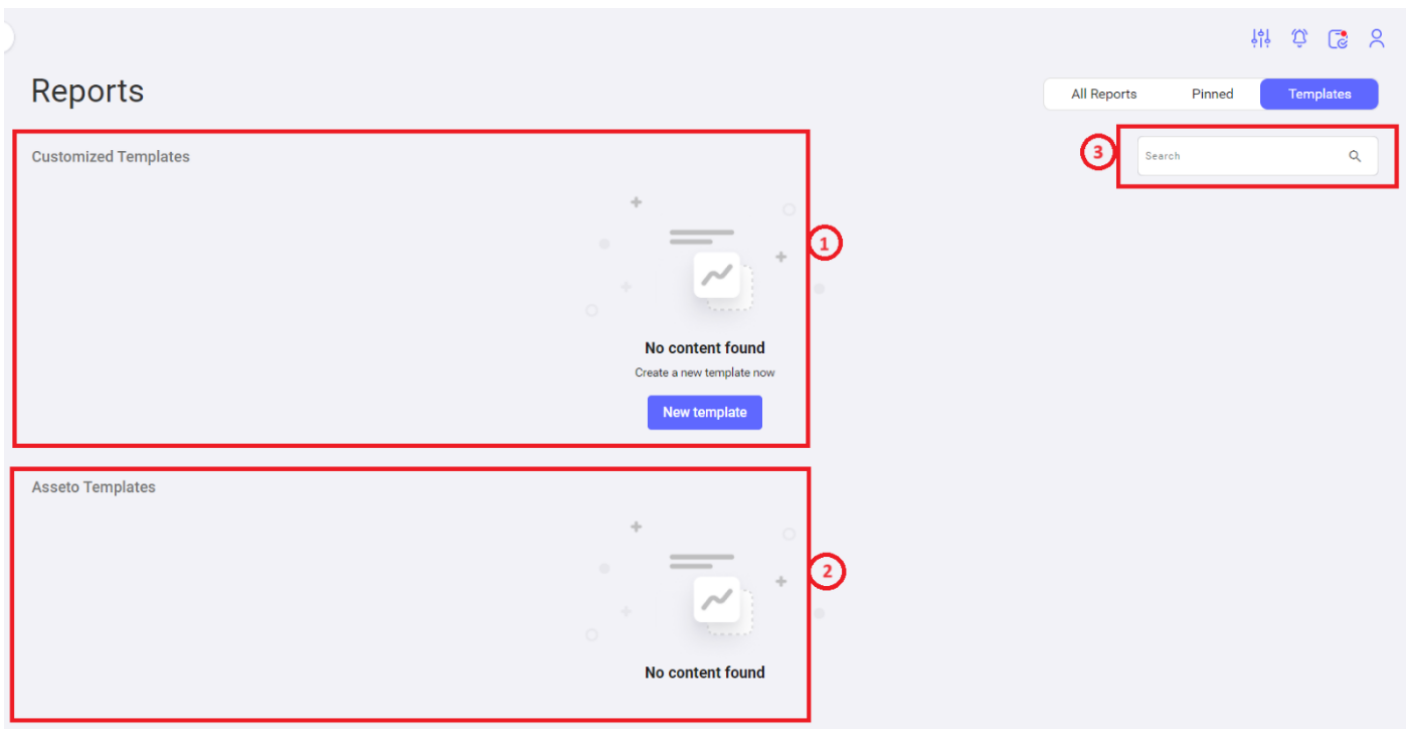
This page displays all pinned reports.



1. **Pinned Reports:** Displays all the pinned reports.
2. **3 Dots Icon:** Users can edit, delete or clone the report.

Templates Page View:

This page displays all the templates for Users.



1. **Customized Templates:** Displays the templates customized by Users.
2. **Asseto Templates:** Displays pre-defined templates.
3. **Search:** To search specific templates.

Revision #2

Created 11 September 2024 10:25:15 by Divya Bharathi Marreddy

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