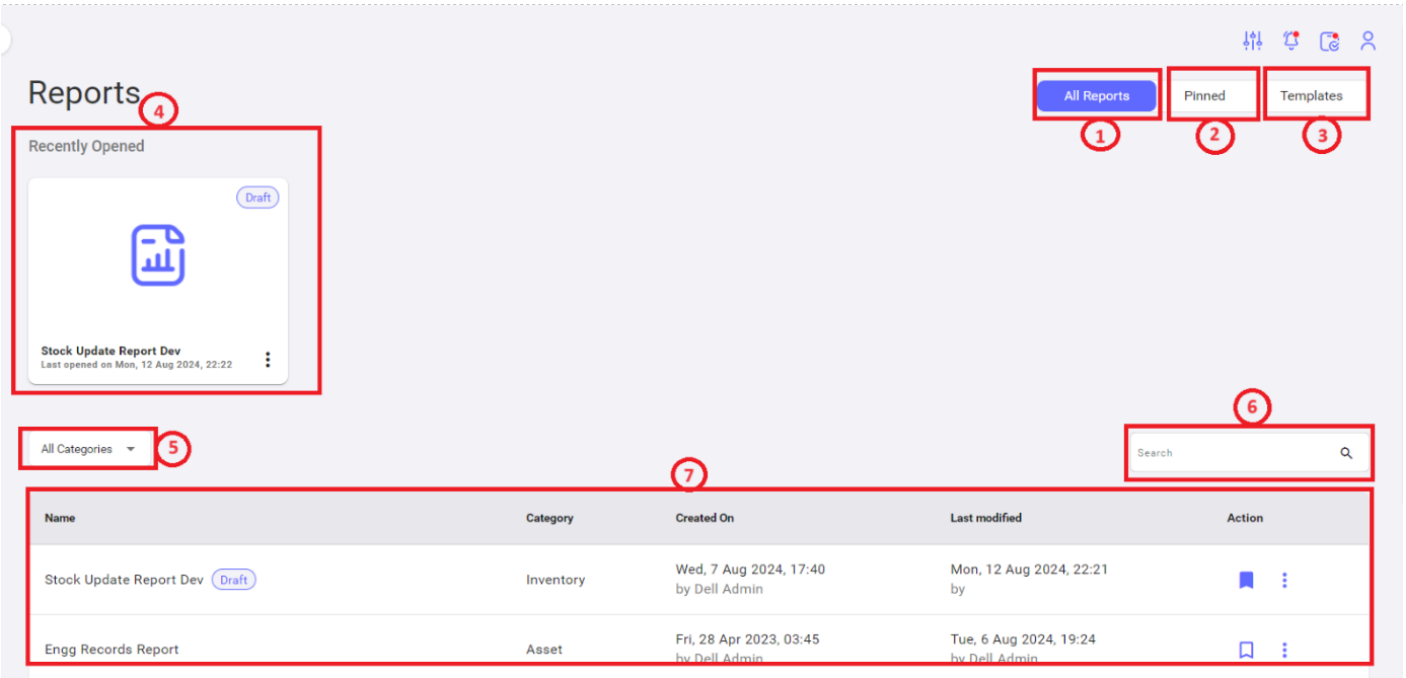
2. Reports Dashboard

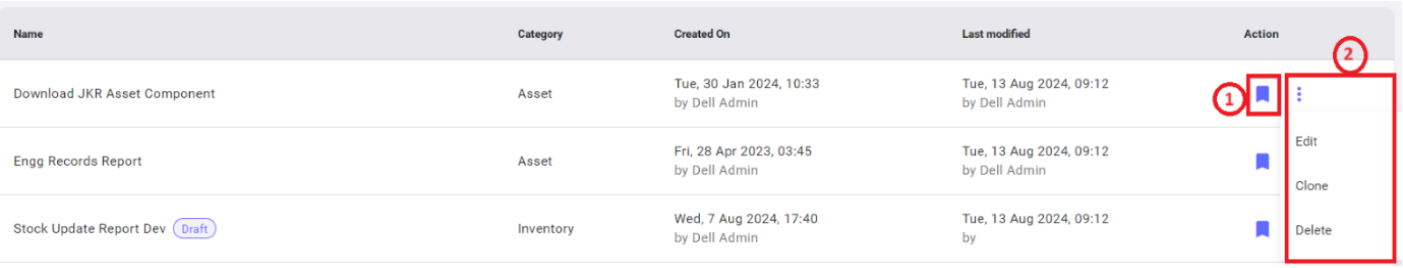
Reports Dashboard:



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:

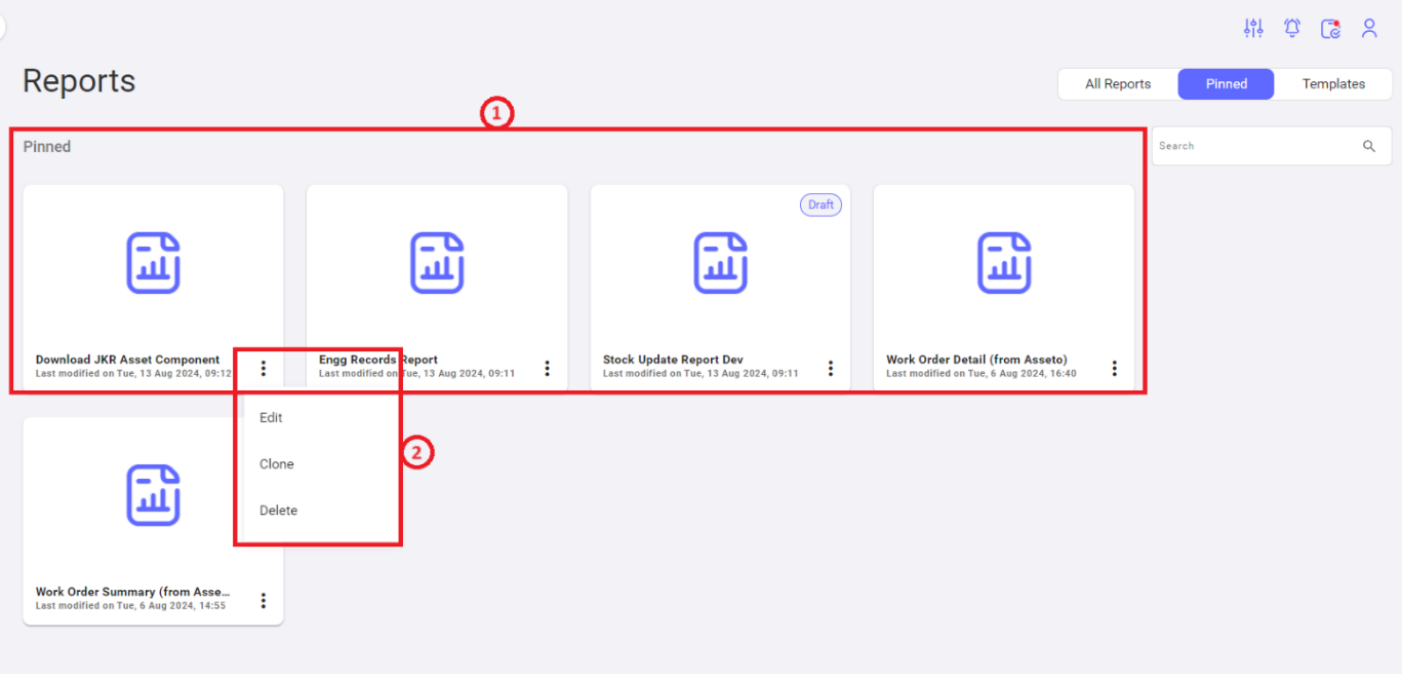
Users click on All Reports to view all the reports generated in an application.



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:

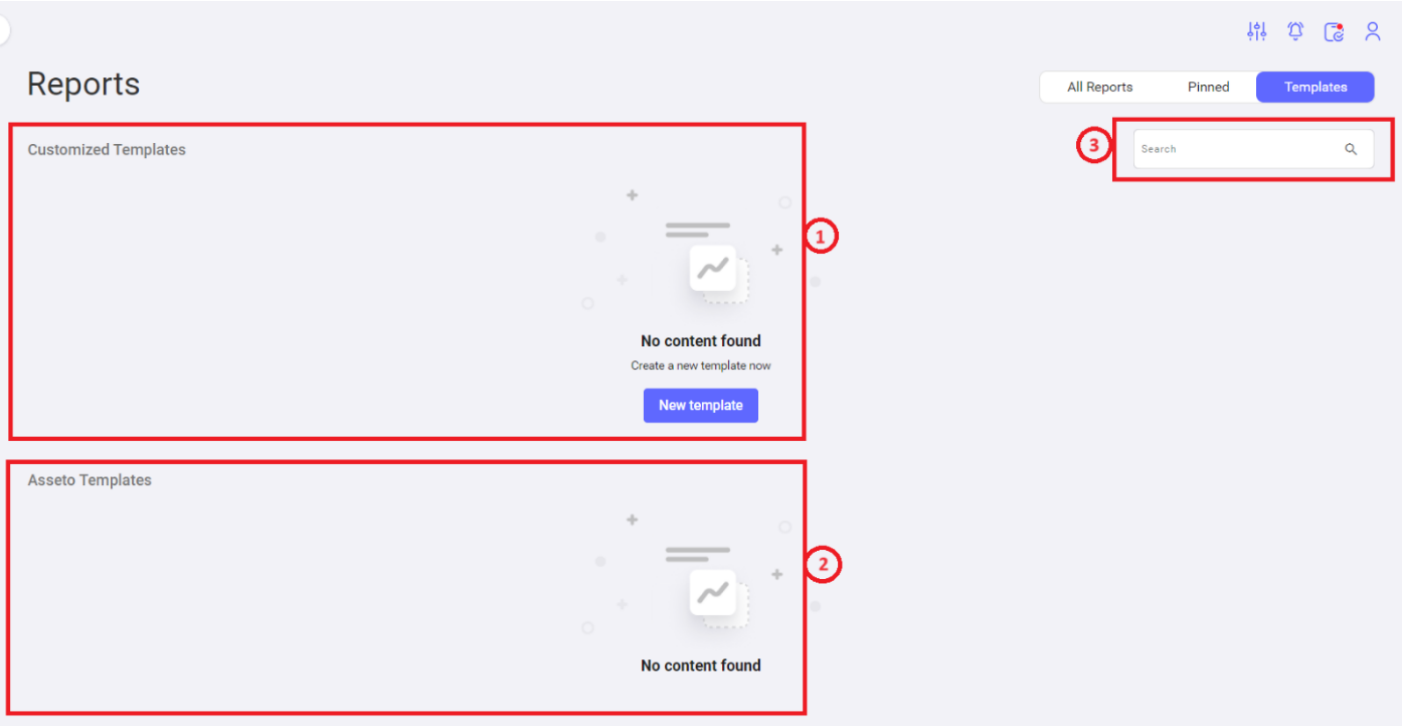
This page displays all pinned reports.



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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