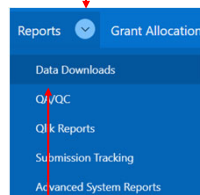Reports

We will now discuss and demonstrate how programs can use the reporting module to download and analyze data.
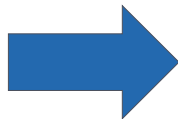
Reports - Data Downloads

1. Click arrow for drop-down menu

Reports ⌄ Grant Allocation
Data Downloads
QA/QC
Qlik Reports
Submission Tracking
Advanced System Reports

2. Select 'Data Downloads'

| Well Inventory Summary | Well Inventory Specific | 7520 (1,2A,2B,3) | 7520-4 |

This slide is a screenshot of what is being covered in the recording from 0:41:23-0:41:40

To begin, a user should click the drop-down menu in the Reports module. Two options appear, "Data Downloads" and "Qlik Reports". Each option will be discussed separately. If the user selects "Data Downloads", they are given a menu of four different reports.

This slide is a screenshot of what is being covered in the recording from 0:41:40-0:42:02

Each of the four data download reports can be selected to view and download all data from that particular module.

Reports - Data Downloads- Well Summary

This slide is a screenshot of what is being covered in the recording from 0:42:02-0:43:06

At the top are filters for Fiscal Year and Primacy Agency *Show that they are click-able*. The search bar can be used to quickly filter the records. For instance, typing "GANR" in the search bar will return all records for GANR. Similarly, typing "2016" in the search bar will return all records for 2016.

To the right of the search bar is the Actions Menu (click). The Actions Menu will be discussed in detail later.

Below that is the Data Listing, which is a table of all applicable data based on the Data Download report selected and the sorting and filtering options used. The example in this screenshot is for summary well inventory, and so each row shows the well inventory for each year-primacy agency-state/tribe combination.

Clicking the "Download" button (click) downloads everything currently displayed in the Data Listing into a .csv file.

Reports - Tools Available

Click column headings for filter/sort menu

Sort Ascending

Sort Descending

Hide Column

Create Control Break

Filter Search Box

Filter by Selection

This slide is a screenshot of what is being covered in the recording from 0:43:06-0:43:24

In the data listing, each column heading can be clicked. Once clicked, a menu appears with options to sort ascending, sort descending, hide column, create a control break, and filter.

Reports - Tools Available

Click for Actions Menu

Add or remove columns

Advanced filtering

Sort, aggregate, and compute using expressions

Create bar, line, and pie charts

Advanced sorting

Create pivot tables

Save Report

Download Data

This slide is a screenshot of what is being covered in the recording from 0:43:24-0:44:11

The Actions Menu is a very useful tool for data filtering, sorting, and analysis. When the Actions Menu is clicked (click), a list of options appears. Options include:
- advanced filtering,
- creating bar, line, and pie charts,
- creating pivot tables,
- data download,
- add or remove columns,
- sort/aggregate/compute using expressions,
- advanced sorting,
- and Save Report.

Save Report is useful because it allows users to save different types of filtering/sorting/charting/etc so that the user does not need to recreate certain views every time they go into the reports module.
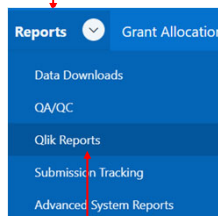
For more detail on how to use the various functions in the Actions Menu, users can

reference the User Guide, linked from the application home page.

Reports - Qlik

1. Click arrow for drop-down menu

2. Select 'Qlik Reports'

EPA Qlik Site

This slide is a screenshot of what is being covered in the recording from 0:44:11-0:44:40

The second option in the Reports module is Qlik Reports. Qlik is the name of the software platform that is being used to produce the reports. Users will be able to access Qlik using their web browsers, and view ready-made charts and graphs of all UIC inventory and 7520 Form 1-4 data. Qlik makes filtering, analyzing, and exporting data exceedingly easy.