# Training given

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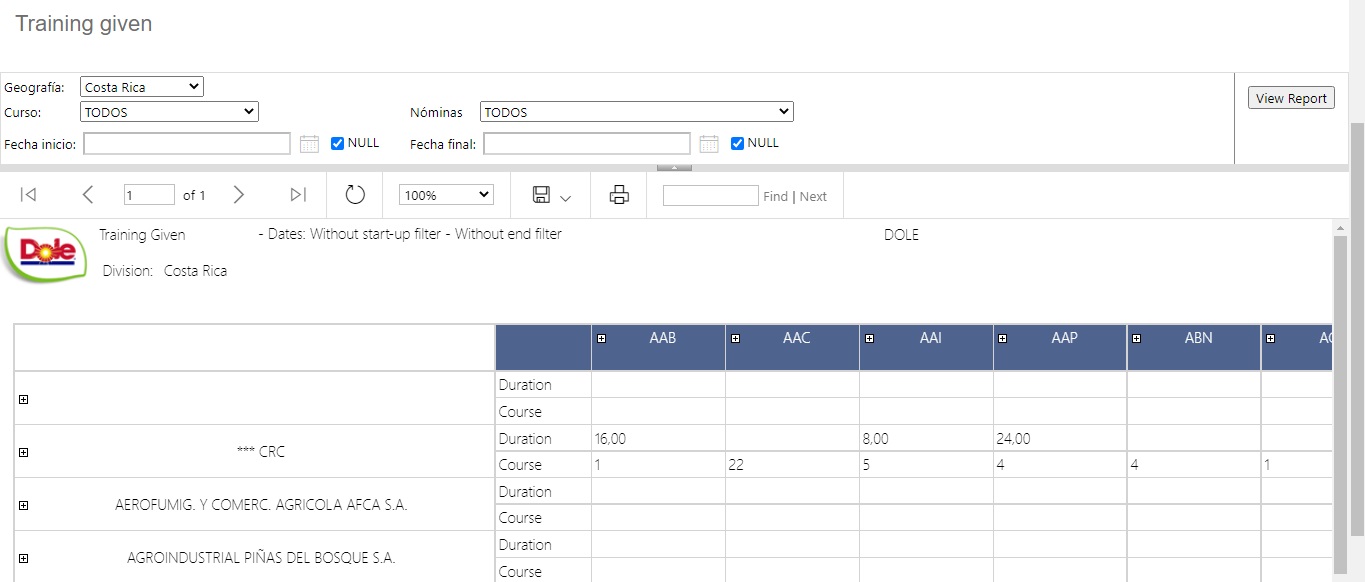
## Main screen

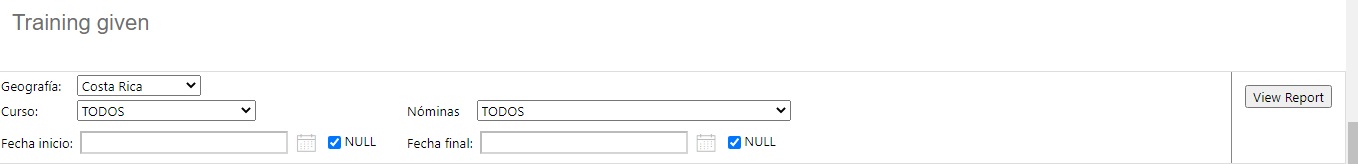
### Description

The report shows the general information of the existing training courses provided in the application.

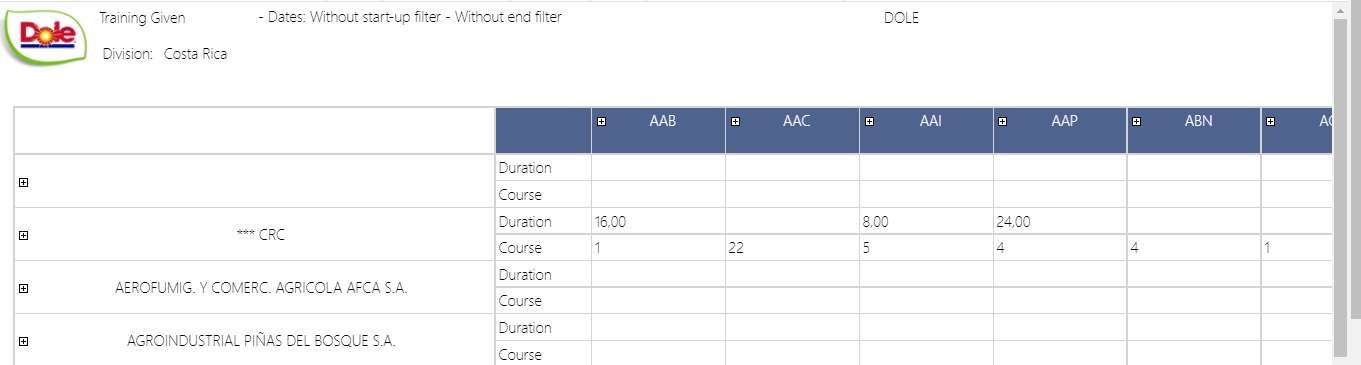
### Filtering

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The filters displayed on the main page of the report can be filtered using the available fields at the top of the window: Geographic Code, Course, Payroll, Start Date and End Date. Including one or more filters and clicking on the View Report button will list the training courses that meet all the specified search criteria.



### Results

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The number of records retrieved, as well as the number of pages into which they are divided, will be displayed in the top bar of the report, where you can select the desired page to explore them. Additionally, the report can be exported in several formats, for example: Word, PDF, Excel, among others. The print operation is enabled in the report output.