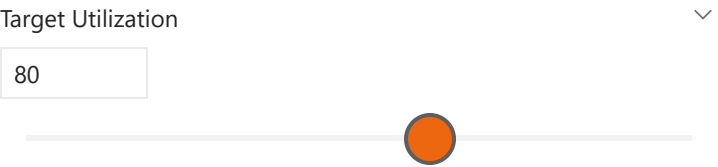
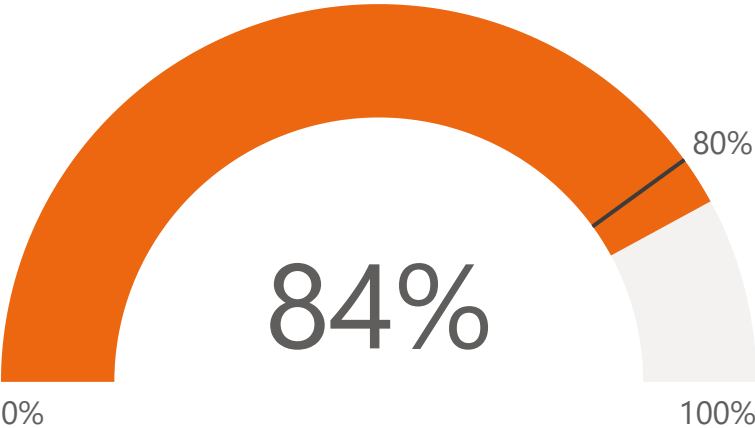


| Name               | Bench    | Billable    | Int Admin | Other    | PNB    | PTO      | Sales Pursuit | Sales Support | Tra |
|--------------------|----------|-------------|-----------|----------|--------|----------|---------------|---------------|-----|
| Adkins, Rita       |          | 464.00      |           |          |        |          |               |               |     |
| Allen, Susana      |          | 72.00       |           |          |        |          |               |               |     |
| Anderson, Pearlle  |          | 92.00       |           | 8.00     |        | 8.00     |               | 6.00          |     |
| Andrews, Abram     |          | 398.25      | 6.50      |          |        | 78.00    |               |               |     |
| Archer, Bryce      |          | 356.75      | 28.50     | 65.50    |        | 24.00    |               | 0.75          |     |
| Arellano, Danilo   |          | 409.50      | 25.50     | 3.00     |        | 36.00    |               |               |     |
| Arellano, Tanya    |          | 403.50      |           | 19.00    |        | 53.50    |               |               |     |
| Atkins, Joan       |          | 454.00      |           |          |        | 16.00    |               |               |     |
| Atkinson, Annmarie |          | 461.60      |           |          |        |          |               |               |     |
| Ayala, Kristi      |          | 471.50      |           |          |        |          |               |               |     |
| Baird, Tami        |          | 367.00      |           |          |        |          |               |               |     |
| Baker, Lionel      |          | 225.00      |           |          |        | 24.00    |               |               |     |
| Ball, Jerri        |          | 397.50      | 39.00     |          |        | 73.50    |               |               |     |
| Total              | 3,731.75 | 1,48,282.40 | 5,940.25  | 2,458.50 | 952.50 | 7,493.75 | 1,281.25      | 3,315.00      | 2,6 |



%Utilization and Target Utilization Value



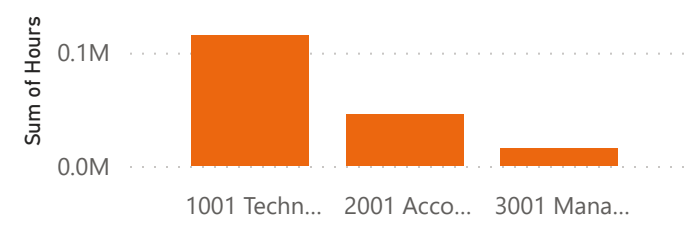
| Name               | Average of TotalBillableHours | Average of TotalHours | Average of % Utilisation | #TotalHours | %U |
|--------------------|-------------------------------|-----------------------|--------------------------|-------------|----|
| Adkins, Rita       | 464.00                        | 464.00                | 100.00%                  | 464         |    |
| Allen, Susana      | 72.00                         | 72.00                 | 100.00%                  | 160         |    |
| Anderson, Pearlle  | 388.00                        | 525.00                | 73.90%                   | 112         |    |
| Andrews, Abram     | 398.25                        | 482.75                | 82.50%                   | 472         |    |
| Archer, Bryce      | 356.75                        | 502.00                | 71.07%                   | 472         |    |
| Arellano, Danilo   | 409.50                        | 474.00                | 86.39%                   | 472         |    |
| Arellano, Tanya    | 403.50                        | 476.00                | 84.77%                   | 472         |    |
| Atkins, Joan       | 454.00                        | 486.00                | 93.42%                   | 472         |    |
| Atkinson, Annmarie | 461.60                        | 461.60                | 100.00%                  | 448         |    |
| Total              | 360.12                        | 449.86                | 80.56%                   | 176232      |    |

%Utilization and Target Utilization Value by Year

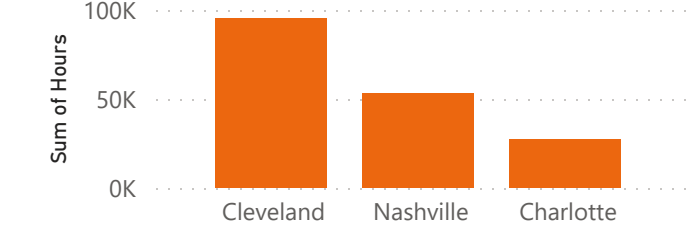
84%✓  
Goal: 80% (+5.18%)

| Name               | Bench    | Billable    | Int Admin | Other    | PNB    | PTO      | Sales Pursuit | Sales Support |
|--------------------|----------|-------------|-----------|----------|--------|----------|---------------|---------------|
| Adkins, Rita       |          | 464.00      |           |          |        |          |               |               |
| Allen, Susana      |          | 72.00       |           |          |        |          |               |               |
| Anderson, Pearlie  |          | 92.00       |           | 8.00     |        | 8.00     |               | 6.00          |
| Andrews, Abram     |          | 398.25      | 6.50      |          |        | 78.00    |               |               |
| Archer, Bryce      |          | 356.75      | 28.50     | 65.50    |        | 24.00    |               | 0.75          |
| Arellano, Danilo   |          | 409.50      | 25.50     | 3.00     |        | 36.00    |               |               |
| Arellano, Tanya    |          | 403.50      |           | 19.00    |        | 53.50    |               |               |
| Atkins, Joan       |          | 454.00      |           |          |        | 16.00    |               |               |
| Atkinson, Annmarie |          | 461.60      |           |          |        |          |               |               |
| Ayala, Kristi      |          | 471.50      |           |          |        |          |               |               |
| Baird, Tami        |          | 367.00      |           |          |        |          |               |               |
| Baker, Lionel      |          | 225.00      |           |          |        | 24.00    |               |               |
| Ball, Jerri        |          | 397.50      | 39.00     |          |        | 73.50    |               |               |
| Total              | 3,731.75 | 1,48,282.40 | 5,940.25  | 2,458.50 | 952.50 | 7,493.75 | 1,281.25      | 3,315.00      |

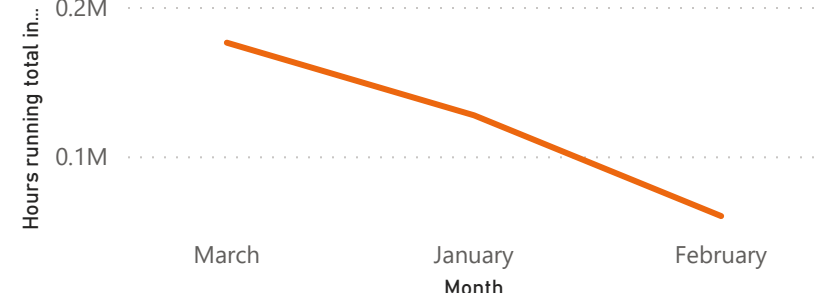
Sum of Hours by Division



Sum of Hours by Location



Hours running total in Month by Month



Charlotte  
First Location

Top Performers

| Name              | %Utilization |
|-------------------|--------------|
| Cole, Camille     | 17%          |
| Dominguez, Sheila | 11%          |
| Lawson, Malik     | 13%          |
| Moore, Lydia      | 12%          |
| Noble, Joyce      | 11%          |
| Parker, Concetta  | 11%          |
| Perkins, Caitlin  | 16%          |
| Riley, Veronica   | 11%          |
| Shea, Bart        | 11%          |

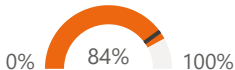
Worst Performers

| Name                | %Utilization |
|---------------------|--------------|
| Bond, Noelle        | ~10%         |
| Cole, Kelly         | ~10%         |
| Farris, Matt        | ~10%         |
| Greer, John         | ~10%         |
| Irwin, Rachelle     | ~10%         |
| Johnston, Demetrius | ~10%         |
| Nicholson, Gladys   | ~10%         |
| Nielsen, Derek      | ~10%         |

## Top Performers

| Name              | %Utilization |
|-------------------|--------------|
| Cole, Camille     | 95%          |
| Dominguez, Sheila | 92%          |
| Lawson, Malik     | 90%          |
| Moore, Lydia      | 88%          |
| Noble, Joyce      | 85%          |
| Parker, Concetta  | 82%          |
| Perkins, Caitlin  | 80%          |
| Riley, Veronica   | 78%          |
| Shea, Bart        | 75%          |
| Smith, John       | 72%          |

## % Target Utilization Value



Weekday

%Utilization

|          |     |
|----------|-----|
| Friday   | 95% |
| Monday   | 92% |
| Saturday | 90% |
| Sunday   | 88% |
| Thursday | 85% |
| Tuesday  | 82% |

## CONTROL

Date



All



Location



All



Division



All



Employee Type



All



Target Utilization



80



Dashboard

## Employee's Hours Utilization Dashboard

**Introduction**

**Executive  
Summary**

**Division  
Management**

**Branch  
Management**

**Hours  
Management**

**Employee  
Details**



*Hover and Press CTRL + CLICK*

# Welcome to the Utilization Report

This report consists six (06) pages :-

1. Introduction
2. Executive Summary
3. Division Management
4. Branch Management
6. Hours Management
7. Employee Details

All of a pages have basic layout as seen here with **CONTROLS** areas that allows for the filtering and slicing information for all visual in the page. These controls stay in sync with one another across pages of the report use the RESET button to reset the controls to their original state.

All pages except this introduction page and executive Summary page have Drillthrough enabled. To use the Drillthrough feature, right click on any element within a visual containing information about a Division, Branch, Employee Type of an Employee Choose Drilthrough and then select the Drillythrough page. You will be switched to that page of the report and the page will automatically be filtered by the original visual element Green test are dynamic titles on these Drillthrough pages that assist in remanding you what you have drilled down up to use the BACK button to more back to the original page.

### CONTROL

Date

All

Location

All

Division


All

Employee Type

All

Target Utilization

80



## %Utilization Vs Target by Month

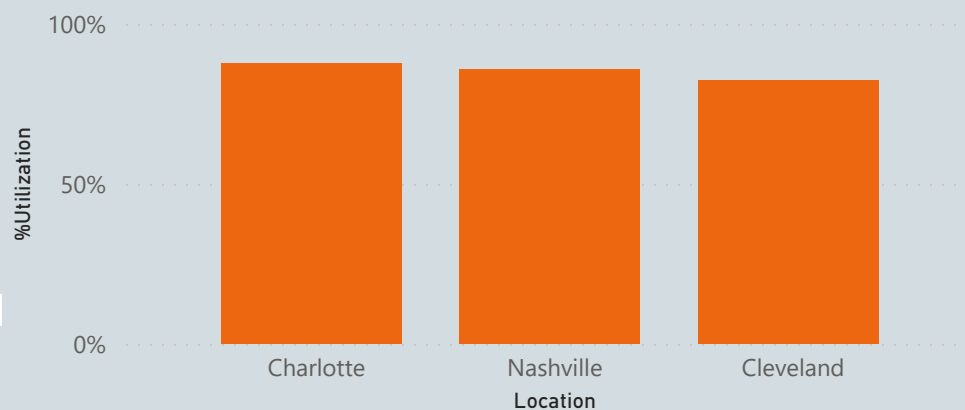
86%  
(+7.37%)

Goal: 80 % (+6 %)

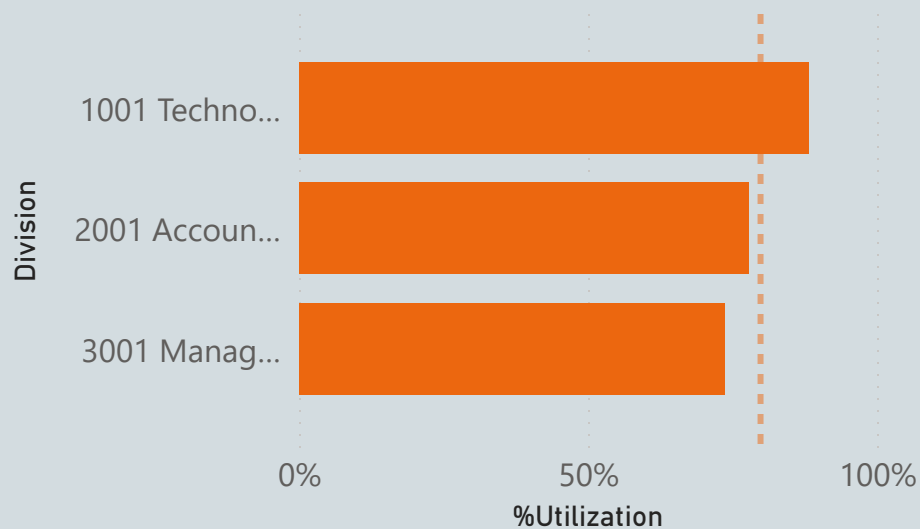
## Total % Utilization

84%

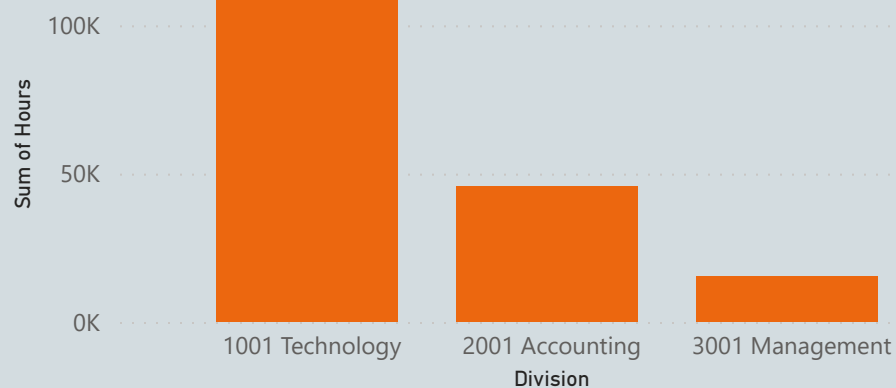
## %Utilization by Branch



## %Utilization by Division



## Hours by Division



## CONTROL

Date

All

Location

All

Division

All

Employee Type

All

Target Utilization

80

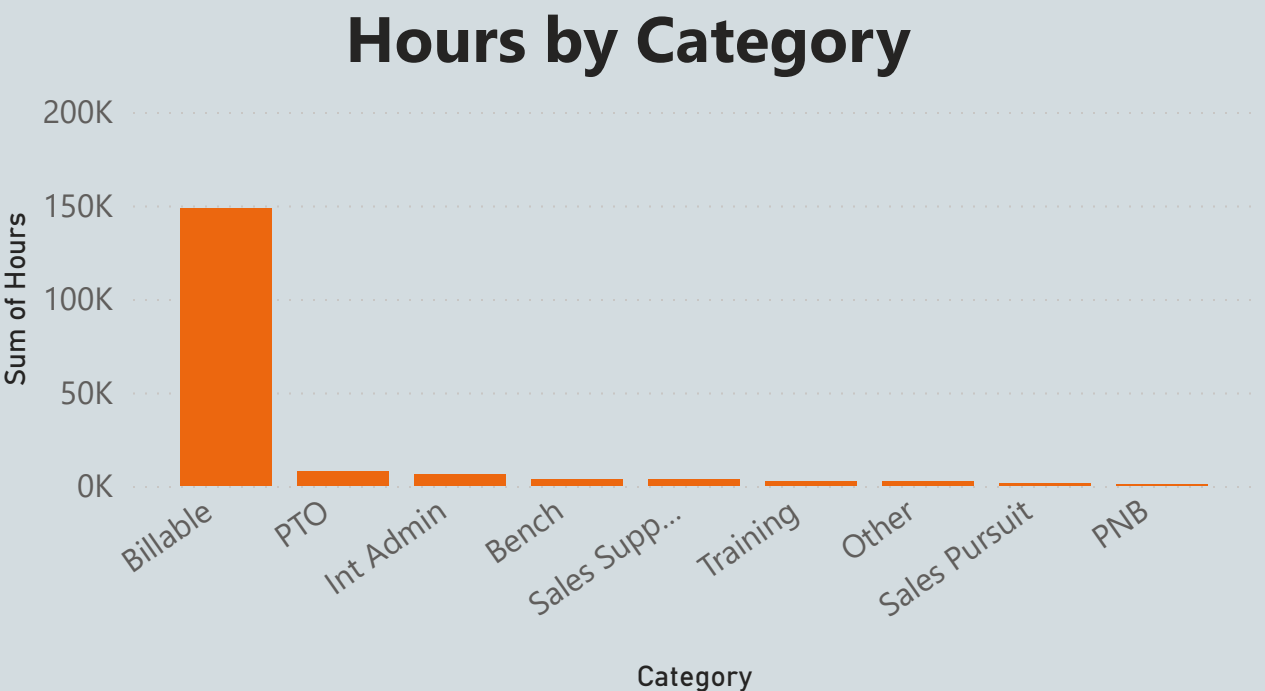


# All Divisions

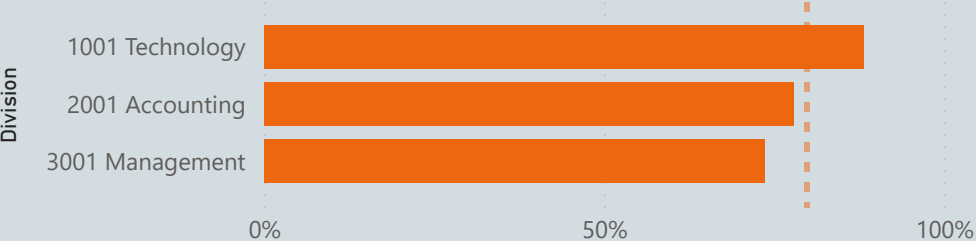
## Total % Utilization

84%

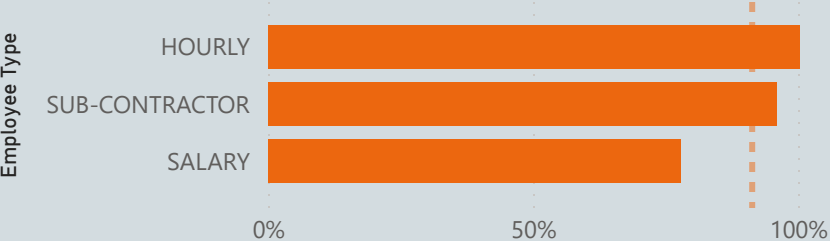
| JobID       | Sum of Hours | %Utilization |
|-------------|--------------|--------------|
| NASH0000537 | 169.00       | 163%         |
| CLEV003213  | 494.00       | 129%         |
| CLEV003126  | 148.00       | 123%         |
| NASH0000786 | 380.00       | 119%         |
| CHAR000850  | 524.50       | 115%         |
| NASH0000848 | 516.00       | 111%         |
| CLEV003062  | 400.00       | 111%         |
| NASH0000347 | 515.50       | 111%         |
| NASH0000428 | 515.00       | 111%         |
| NASH0000345 | 408.35       | 111%         |
| CHAR000895  | 490.00       | 109%         |
| NASH0000835 | 490.00       | 109%         |
| NASH0000438 | 497.20       | 109%         |
| CHAR000794  | 461.00       | 109%         |
| CLEV003041  | 503.50       | 109%         |
| Total       | 1,76,092.15  | 84%          |



## %Utilization by Division



## %Utilization by Employee Type



## CONTROL

Date

All

Location

All

Division

All

Employee Type

All

Target Utilization

80



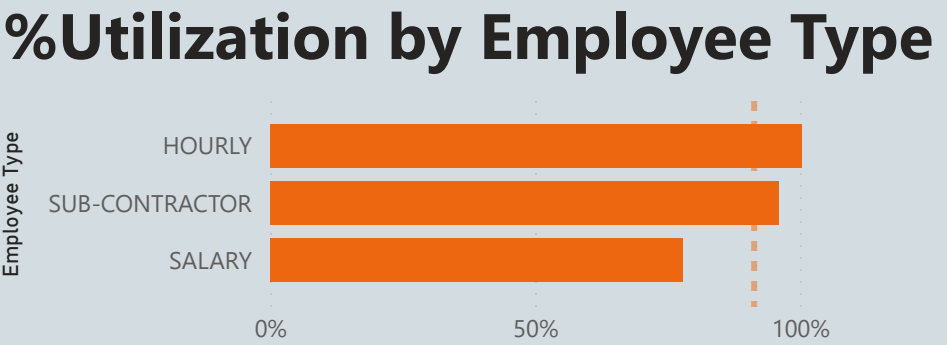
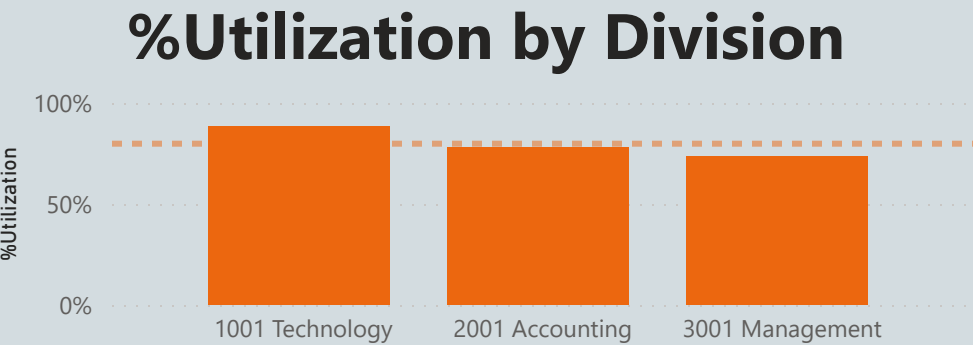
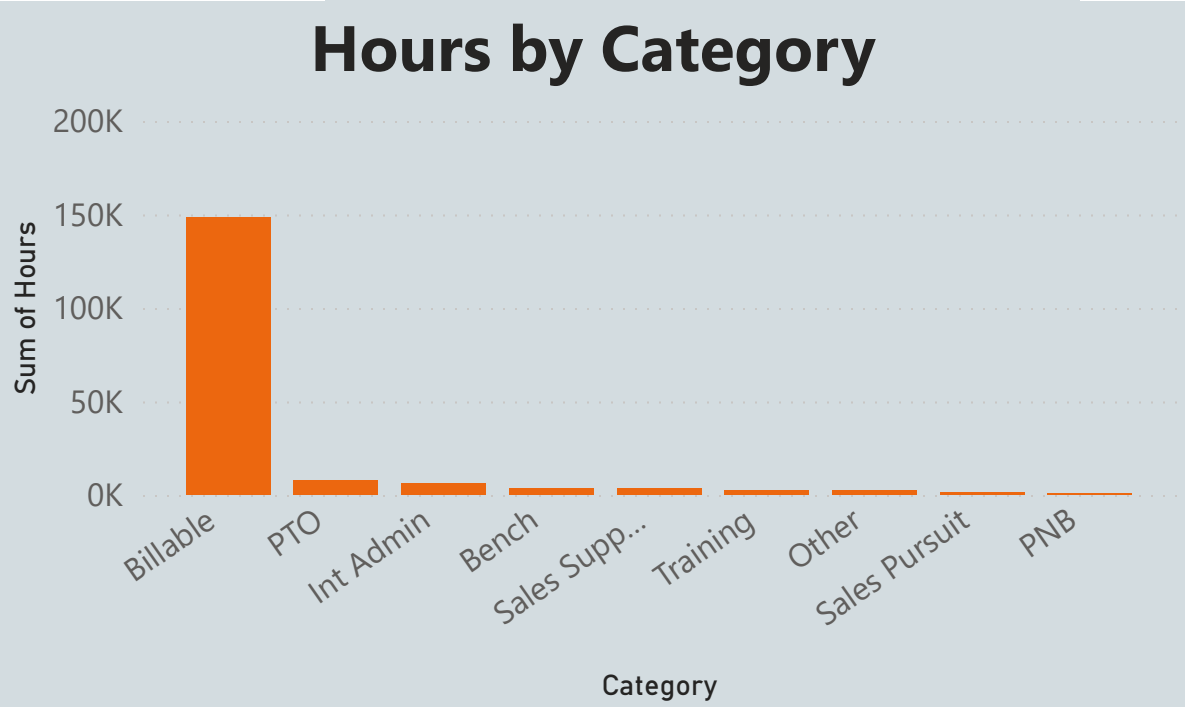


# All Branches

## Total % Utilization

84%

| Name              | Sum of Hours | %Utilization |
|-------------------|--------------|--------------|
| Cole, Camille     | 14.00        | 175%         |
| Perkins, Caitlin  | 169.00       | 163%         |
| Lawson, Malik     | 494.00       | 134%         |
| Moore, Lydia      | 29.00        | 121%         |
| Shea, Bart        | 380.00       | 119%         |
| Noble, Joyce      | 156.00       | 116%         |
| Dominguez, Sheila | 543.00       | 113%         |
| Parker, Concetta  | 9.00         | 113%         |
| Strong, Lela      | 296.50       | 112%         |
| Riley, Veronica   | 516.00       | 111%         |
| Owens, Betsy      | 400.00       | 111%         |
| Fleming, Joyce    | 515.50       | 111%         |
| Wells, Gail       | 409.10       | 111%         |
| Lutz, Suzette     | 509.00       | 110%         |
| Total             | 1,76,092.15  | 84%          |



## CONTROL

Date

Location

Division

Employee Type

Target Utilization



All Divisions

All Branches

All Types

| Category              | Billable    |     | PNB    |    | Bench    |    | Sales Pursuit |    | Sales Support |    | Int Admin |    | Training |    |
|-----------------------|-------------|-----|--------|----|----------|----|---------------|----|---------------|----|-----------|----|----------|----|
| Employee              | Hours       | %   | Hours  | %  | Hours    | %  | Hours         | %  | Hours         | %  | Hours     | %  | Hours    | %  |
| + Bond, Noelle        |             |     |        |    |          |    |               |    | 169.50        | 0% | 242.00    | 0% |          |    |
| + Cole, Kelly         |             |     |        |    |          |    |               |    | 318.00        | 0% |           |    | 8.00     | 0% |
| + Farris, Matt        |             |     |        |    | 40.00    | 0% |               |    |               |    |           |    |          |    |
| + Greer, John         |             |     |        |    | 120.00   | 0% |               |    |               |    |           |    |          |    |
| + Irwin, Rachelle     | 6.00        | 0%  |        |    |          |    |               |    |               |    |           |    |          |    |
| + Johnston, Demetrius |             |     |        |    |          |    |               |    |               |    | 484.00    | 0% |          |    |
| + Nicholson, Gladys   |             |     |        |    |          |    |               |    |               |    |           |    |          |    |
| + Nielsen, Derek      | 0.00        | 0%  |        |    |          |    |               |    |               |    |           |    | 8.00     | 0% |
| + Ramsey, Jorge       |             |     |        |    |          |    |               |    |               |    |           |    | 24.00    | 0% |
| + Rich, Malcom        |             |     |        |    |          |    |               |    |               |    |           |    |          |    |
| + Robbins, Landon     |             |     |        |    |          |    |               |    |               |    |           |    |          |    |
| + Rowland, Freddy     |             |     |        |    |          |    |               |    |               |    |           |    |          |    |
| + Shelton, Stan       |             |     |        |    |          |    |               |    | 16.00         | 0% | 448.00    | 0% |          |    |
| + Smith, Rocket       |             |     |        |    | 80.00    | 0% |               |    |               |    |           |    |          |    |
| + Summers, Serena     |             |     |        |    |          |    |               |    |               |    |           |    |          |    |
| + Todd, Chasity       |             |     |        |    |          |    |               |    |               |    |           |    |          |    |
| + Tran, Sylvester     |             |     |        |    | 424.00   | 0% |               |    |               |    | 40.00     | 0% |          |    |
| + Beasley, Joni       | 2.00        | 25% |        |    |          |    |               |    | 19.00         | 0% | 304.00    | 0% | 15.00    | 0% |
| + Macdonald, Burton   | 6.00        | 38% |        |    |          |    |               |    | 56.25         | 0% |           |    | 196.00   | 0% |
| + Hester, Stefan      | 10.00       | 31% |        |    |          |    |               |    | 57.50         | 0% | 169.00    | 0% | 137.50   | 0% |
| + Graham, Casey       | 12.00       | 30% | 60.00  | 0% | 151.50   | 0% |               |    | 18.50         | 0% |           |    | 118.00   | 0% |
| + Schaefer, Gustavo   | 14.50       | 30% |        |    | 176.00   | 0% |               |    | 272.00        | 0% |           |    |          |    |
| + Mckee, Tasha        | 6.00        | 9%  |        |    |          |    |               |    |               |    | 70.50     | 0% |          |    |
| Total                 | 1,48,282.40 | 95% | 952.50 | 0% | 3,731.75 | 0% | 1,281.25      | 0% | 3,315.00      | 0% | 5,940.25  | 0% | 2,636.75 | 0% |

CONTROL

Date

All

Location

All

Division

All

Employee Type

All

Target Utilization

80



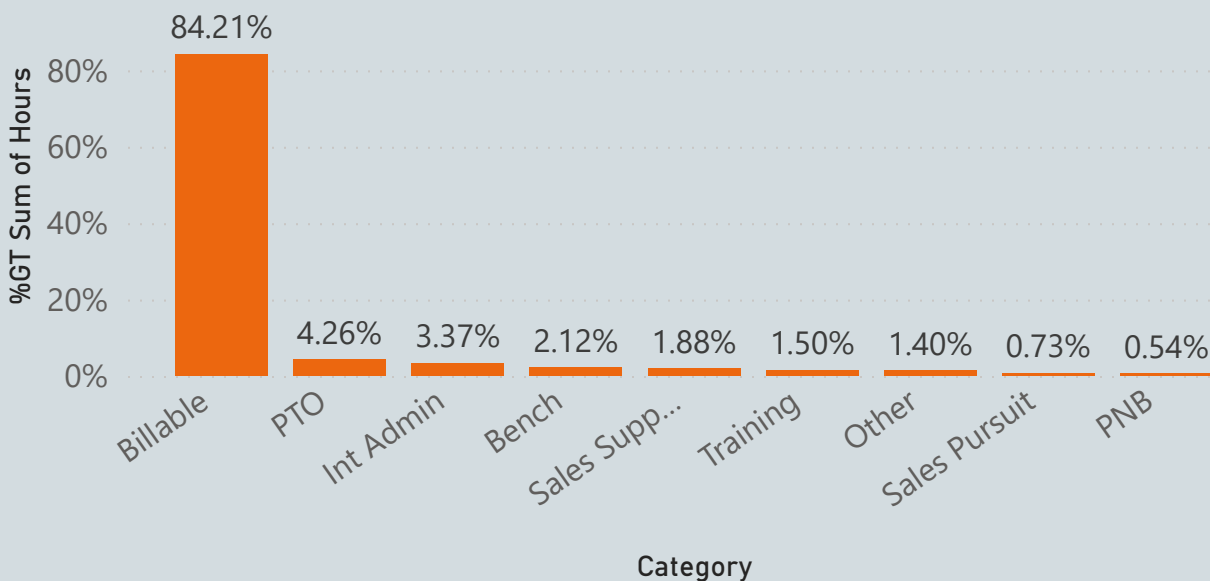
# Multiple Employees

## Total % Utilization

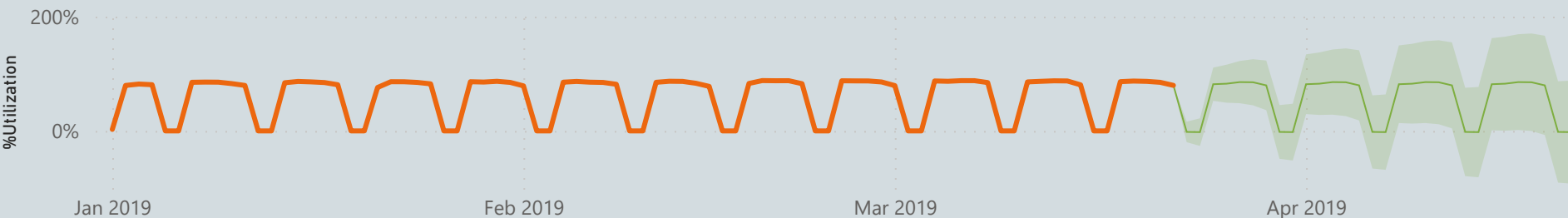
84%

| JobID       | Sum of Hours | %Utilization |
|-------------|--------------|--------------|
| NASH0000537 | 169.00       | 163%         |
| CLEV003213  | 494.00       | 129%         |
| CLEV003126  | 148.00       | 123%         |
| NASH0000786 | 380.00       | 119%         |
| CHAR000850  | 524.50       | 115%         |
| NASH0000848 | 516.00       | 111%         |
| CLEV003062  | 400.00       | 111%         |
| NASH0000347 | 515.50       | 111%         |
| NASH0000428 | 515.00       | 111%         |
| NASH0000345 | 408.35       | 111%         |
| CHAR000895  | 490.00       | 109%         |
| NASH0000835 | 490.00       | 109%         |
| NASH0000438 | 497.20       | 109%         |
| CHAR000794  | 461.00       | 109%         |
| CLEV003041  | 503.50       | 109%         |
| Total       | 1,76,092.15  | 84%          |

## Hours by Category



## % Utilization and Forecast



## CONTROL

Date

All

Location

All

Division

All

Employee Type

All

Target Utilization

80

