

Event Reports and Line Listing - Session Summary

The Event Reports app enables analysis of events in two ways:

1. Pivot table-style analysis with aggregated values of events
2. Lists of events based on queries / filters

There are two table styles in event reports:

1. Pivot : allows us to create aggregate tables based on tracker or event data
2. Line List : allows us to create line lists based on tracker or event data

Along with two output types:

1. Event : shows data from all events within a single program stage we are working with (including repeated events)
2. Enrollment : shows data from the most recent event; can combine data across all program stages

We can only show data from multiple stages using the combination of a line list table and an enrollment output type.

Creating a pivot table event report

1. Set your style - Table Style : Pivot, Output Type : Event
2. Select your program, stage and data
3. Define the filters for your data
4. Select your period
5. Select your org unit
6. Modify the layout if needed
7. Update the table to see the output

This type of report will summarize **all events** within a **single** program stage, including any repeated events within the stage you have selected.

Creating a line list - events

1. Select your Input from the inputs tab
 1. For events, select your program and stage
2. From program dimensions tab
 1. Select your org unit
 2. Select your period
 3. Select your relevant attributes and data elements
3. Modify the layout if needed
4. Update the table to see the output

This type of report will create a line-by-line listing of **all events** that meet your filter criteria within a **single** program stage, including any repeated events within the stage you have selected.

Creating a line list enrollment report

1. Select your Input from the inputs tab
 1. For enrollments, select your program
2. From program dimensions tab
 1. Select your org unit
 2. Select your period
 3. Select your relevant attributes and data elements
 1. Note that you can filter your data elements by program stage when using enrollment as the input type
3. Modify the layout if needed
4. Update the table to see the output

This type of report will summarize the **most recent event** within a ***single or multiple*** program stages.

Creating a line list enrollment report with repeated events

1. Select your Input from the inputs tab
 1. For enrollments, select your program
2. From program dimensions tab
 1. Select your org unit
 2. Select your period
 3. Select your relevant attributes and data elements
 1. Note that you can filter your data elements by program stage when using enrollment as the input type
 2. Select a data element and navigate to the repeated events tab. Define the repeated events you want to appear here. You can do this for multiple data elements.
3. Modify the layout if needed
4. Update the table to see the output

This type of report can create a line-by-line listing of the ***all*** of the events grouped by TEI across ***all*** of the program stages

Saving an event report

1. Select the favorites menu
2. Select "Save as"
3. Provide your report with a name and save it

Downloading an event report

1. Select the downloads menu
2. Select the format you want to download the report it
3. Open the downloaded report by retrieving it from your downloads folder

Saving a line list

1. Select the File menu
2. Select "Save"
3. Provide your report with a name and save it

Downloading a line list

1. Select the downloads menu
2. Select the format you want to download the report it
3. Open the downloaded report by retrieving it from your downloads folder