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| How to | Quarterly and yearly summary of all counted breaches |
| Description | All threshold crossings that have not been excluded are summed up |
| Comments | “quotes” refer to the screenshots, which may deviate from the application |
| version | 2018-02 |

  
Breaches (aka threshold crossings) are all summed for quarterly and yearly reports. The operators can exclude crossings from this count. For example, once a breach has started, subsequent threshold crossings can be excluded (see HowTo\_ThresholdCrossings\_Review). This how to describes how to generate these quarterly and annual reports.

1. In Workflows > Reporting > Export Quarterly report and run the appropriate task.
2. Note that if all but one threshold crossing in that period is excluded from the count, this will be reflected in the summary report (example for H at 409030 GULPA).



