**Leadership Coach Roster Report Documentation**

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|  | **Pyramid Model Implementation Data System** |
| Leadership Coach Roster Report | |

Each leadership coach’s information is displayed on a separate page of the report.

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| **Username** | **Name** | **Is Master Cadre Member?** | **Email** | **Personal Phone** | **Work Phone** | **Address** | **Region** |
| *The leadership coach’s username.* | *The leadership coach’s name.* | *If the leadership coach has a Master Cadre Member role, this will be “Yes”. Otherwise, this will be “No”.* | *The leadership coach’s email.* | *The leadership coach’s phone number.* | *The leadership coach’s work phone number.* | *The leadership coach’s address.* | *The leadership coach’s region.* |

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| **Leadership Coach Roles** |
| *A list of all the program and hub leadership coach roles for this leadership coach.* |

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| **Criteria Used for this Report** | | | |
| *The criteria selected when running this report* | | | |
|  |  |  | Page 1 of 1 |
|  |  | **Generated:** | *The date and time that the report was generated.* |

**Intent:** This report is designed to provide an easy display of all users that have the Leadership Coach and Hub Leadership Coach role. This is accomplished by displaying information from the user record for those users and also displaying all the hubs/programs that the user is a leadership coach for.

**Criteria:**

|  |  |  |
| --- | --- | --- |
| **Criteria Name** | **Optional?** | **Description** |
| Program(s), Hub(s), Cohort(s), and State(s) | No | This filters the users and roles that are included in the report.  All programs, hubs, and cohorts that are selected will be combined into a distinct list of programs. This is accomplished by determining what programs exist in the selected hubs and cohorts, and then adding that list of programs to the list of specific programs that were selected by the user. After that, any duplicate programs in the combined list are removed. Only users that have a Leadership Coach or Hub Leadership Coach role for the programs in the de-duplicated list will be included in the report.  **NOTE:** Only certain users have access to the hub, cohort, and state criteria. Most users will only have access to the program criteria and only have one option in that program list. |