**Generate the Custom report in Recruiter**

The LinkedIn Recruiter Custom report provides customizable reports based on users, projects, or applicants. You can create your own data sets that align with your organization’s goals. Custom reports can be exported for further refining or integration with other data tools.

All reports are in Universal Coordinated Time (UTC +0). Any activity can take up to 48 hours to appear in your reports.

To generate the Custom report:

1. Move your cursor over **Reports** at the top of your Recruiter homepage and select **Custom** from the dropdown.
2. From the **Report Type** bar, click **User** or **Project**.
3. On the left sidebar, click the **Edit** icon near **Date range** to select a date range.
4. Click the **Add** icon near each filter you want to use and select the data you want to filter.
5. In the**Metric Selection** section, click the checkbox next to the metrics you want to use:
   * For a Custom User report, click the checkbox next to **Usage**, **InMail**, and **Pipeline** to refine your Custom report further.
   * For a Custom Project report, click the checkbox next to **Jobs** and **Pipeline** to refine your Custom report further.
6. Click the **Export** button at the top of the page to download a CSV file of your report.