This Quick Reference Guide outlines the inputs and outputs of the common reports used in Business Intelligence

The Business Intelligence Reports are a separate module of Onsite Track Easy and Data is calculated at different intervals.

The sync information is:
- Roles status calculations are completed daily at 5am AEDT
- Cardholder Competences are synced every hour from 7am – 5pm AEDT on the hour
- Worker Details are synced every hour from 7am – 5pm AEDT on the hour
- Personnel on-site login information is always live data

Note: On most Reports, unless you select a particular company or person to report on, it will default to selecting all Companies and Persons.

The below sections show the most commonly run reports and the inputs that the report will require from the user. It details what the report will return to the user in the form of column headings and data. Where relevant, summary page details are given.

Cardholder Competencies Report
Components are: Site, Competencies, Companies, Competency status
Report Returns: Last Name , First Name, OnsiteID, Company, Adder (Site or Realm Comp), Location (Site), Competency Name, Status (Colour coded as well) issue Date, expiry Date, appointment status, Verified Doc (Y/N), Review time, Reviewer
Summary Page: Pie Chart showing Status Breakdown

Cardholder Competencies By Crew Report
Components are: Crew Name, Competencies, Companies (select Yancoal and Ashton coal for "employees" for example), "current only" is an optional tick box for competencies.
Report Returns: Name, OnsiteID, Person type (emp/con), Default Company, Crew Name, Competency, Current/non-current, Issue Date, Expiry Date, Appointed, Pending

Cardholder Without Competency
Components are: Site, Choose one unassigned competency, Companies
Report Returns: - OnsiteID, Person Name, DOB, Company Name

Competency Status Matrix Report
Components are: Crews, Competencies
Report Returns: Person ID, last Name, First Name, Company, Crew Name and then matrix against the Competency (current/expiring/pending)

Crew Attendance Report
Components are: Select between Dates, Crew(s)
Report Returns: Person Name, ID, Logpoint In, Time In, Crew, Company

Expired Competencies Report
Components are: Choose the competency
Report Returns: - Person Name, Company, Competency Name, Expiry Date

Expiring Competency Report
Components are: Select Between Dates, Competencies
Report Returns: Person Name, Company, Competency Name - Expiry Date.

Onsite Hours Report
Components are: Logpoint(s), Start and End Dates, Minutes range from and to, Person Types, Companies, Person
Report Returns: Company, Last Name, First Name, ID, Type, Location (logpoint) Vendor type, Gender, Activity, Forced, Date In, Logpoint In, Date Out, Logpoint Out, Hours, Legacy ID
Summary Page: Persons, Hours, Hours in Total by Person Type Bar Graph

Onsite Hours Summary Report
Components are: Logpoints, Start and End Date, Minute Range, Person Types, Companies, Person
Report Returns: Company, Last Name, First Name, ID, Type, Gender, Total, Visits, Avg Shift.
Summary Page: Full total at bottom of last page.

Onsite now Report
Components are: Logpoint, Companies, Person Type, Activities, Crew, Option for "only overstayers"
Report Returns: - Time In, Site, Logpoint In, Hours, Last Move Time, Last Move Logpoint, Fatigue, Overstayer, Name, OnsiteID, Person Type, Phone, Company, Site Contact, Crew, Activity