Report System

User Guide

Introduction

Purpose of document

Intellect Web Report System. User guide document contains information that is necessary for setting and further operation of *Intellect* software package report system and its vertical solutions. In the system working with reports is made through Web interface.

The structure of the document allows the user to skim over the provided information about *Intellect Web Report System* and select, according to degree of training, interesting parts for detailed study. Chapters in the guide are of information or reference content. They have their own internal structure.

The Introduction chapter is for general examination of the user with *Intellect Web Report System* system functionality and implementation features.

Recommendations that are necessary to user-administrator for *Intellect Web Report System* system installation are given in details in the Requirements for Intellect Web Report System realization and Intellect Web Report System installation and removing chapters of this guide.

Description of startup and shutdown of *Intellect Web Report System* system is given in Intellect Web Report System startup and shutdown chapter.

A brief excursus into system interface is given in Intellect Web Report System interface chapter.

Further in the Intellect Web Report System administration chapter there are step-by-step instructions for setting user private parameters and activation of required functionality. This information is useful both for system administrator and for operator who has rights to administrate system settings.

Information about using *Intellect Web Report System* functionality is given in the Working with Intellect Web Report System chapter.

Purpose of Intellect Web Report System

Intellect Web Report System is a site that is located in the local network or Internet according to requirements to security system that is performed on the basis of *Intellect* software package. Administration and working with this system is performed entirely through the Web interface.

Web interface of *Intellect Web Report System* allows accomplishing the following tasks:

1. Creating and exporting reports by event log and viewing video archive from registration time of the selected event in the report (General reports). The base *Intellect* software package is required for working.
2. Creating and exporting reports by performed changes (General reports). The base *Intellect* software package is required for working.
3. Creating and exporting reports of *Auto-Intellect* module ("Auto" reports). The *Auto-Intellect* software package is required for working.
4. Creating and exporting general and detailed reports by work time accounting (WTA reports). The *ACFA Intellect* software package is required for working.
5. Creating and exporting general and detailed reports by count of people in the monitored object (People Counter detection). The *Intellect Detector Pack* and *Face-Intellect* software package is required for working.
6. Creating and exporting reports by queue length (Queue length detectiors). The *Intellect Detector Pack* software package is required for working.
7. Creating and exporting general and detailed reports by POS-events (POS reports). The *POS Intellect* software package is required for working.
8. Setting up reports by POS events (setting up statuses of POS-events and so on).

    > **Note.**
    > Statuses of POS events are used for analyzing POS events while creating reports.

9. Setting up the varied user access to all reports.
10. Setting up the *Intellect Web Report System* operation in the auto mode.

    > **Note.**
    > In *Intellect Web Report System* one can generate reports automatically on the schedule with subsequent saving report files on local computer and/or sending them by e-mail.

11. Creating and exporting customer behavior reports. The *Intellect Detector Pack* software package and *Analytics Pack subsystem* are required for working.

Components of Intellect Web Report System

The following components perform *Intellect Web Report System* realization:

1. Web server – computer that is supposed to be used for location of system site.
2. Clients – computers that are supposed to display Web interface of system.

In particular case Client and Web server of *Intellect Web Report System* can coincide. In other cases Web server should be available for Clients through network.

Installation of *Intellect Web Report System* is performed only on computer that is supposed to be used as Web server (see Intellect Web Report System installation and removing chapter).

Requirements for realization of Web server and Client are given in details in Requirements for Intellect Web Report System realization chapter.

Requirements for Intellect Web Report System realization

Web server of Intellect Web Report System

For Web server organization of *Intellect Web Report System* it is necessary to install it from distribution kit that consists only of ReportSystem.msi installation package.

> **Attention!**
> For working with *Intellect Web Report System* it is strongly recommended to use Windows OS server platforms. This requirement is connected with limit of Microsoft Internet Information Services (IIS) server set in 10 simultaneous connections on any other Windows OS platforms.

> **Note.**
> *Intellect Web Report System* Web server is compatible with the same versions of operating systems as the Intellect software package.

Before *Intellect Web Report System* installation it is necessary to make sure that the following components are installed on computer:

1. Microsoft.NET Framework 4 platform;
2. Set of Microsoft Internet Information Services (IIS) servers;
3. ASP.NET 4.5 module.

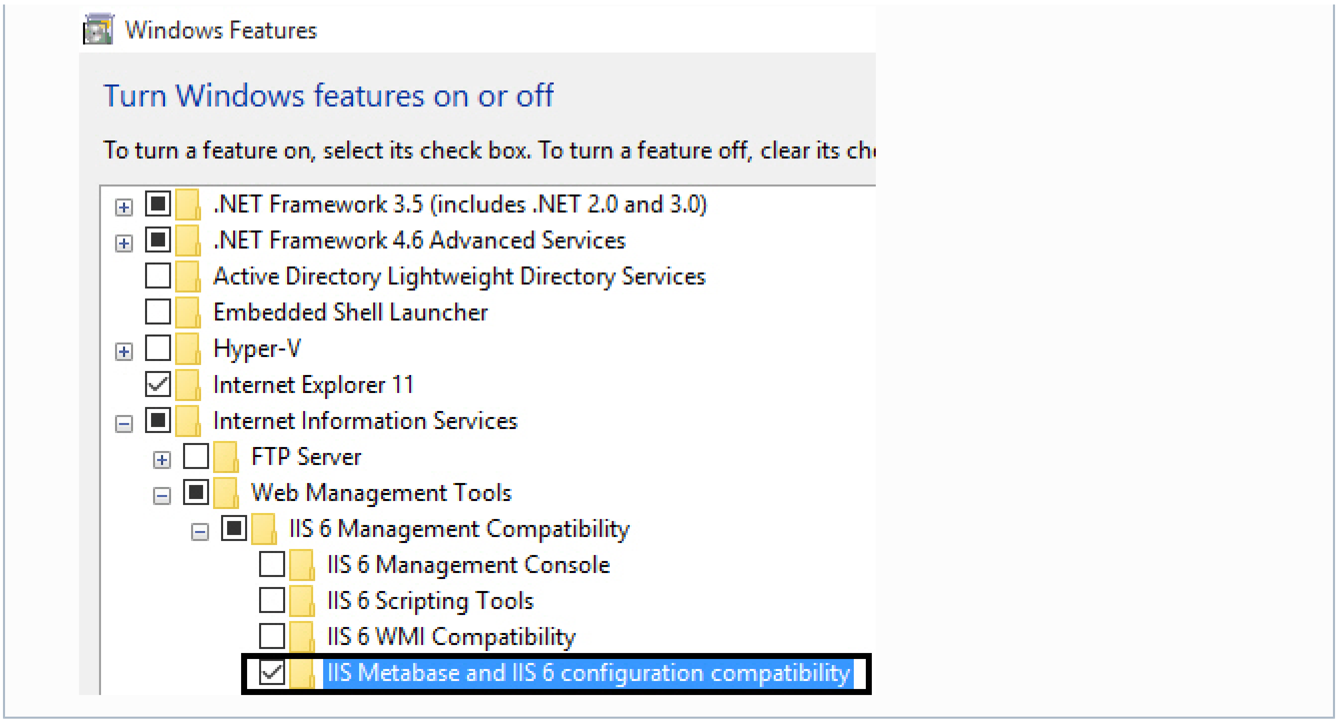
If these program products are not installed it is necessary to install them.

> **Note.**
> Microsoft.NET Framework 4 platform is available for uploading at http://www.microsoft.com/.

> **Note.**
> Set of IIS servers is distributed along with operating systems of Windows family and as their optional component. Installation of IIS servers set is performed in accordance with vendor website.
> Installation of ASP.NET 4.5 module which is submodule to the IIS set of servers is performed in accordance with the following vendor website.

> **Note.**
> ASP.NET 4.5 module is to be enabled in the following places for Windows 8/8.1 OS:
>
> - .NET Framework 4.5 add-on services;
> - IIS services -> Internet Services -> Application development components.

> **Note.**
> The IIS Metabase and IIS 6 configuration compatibility component is to be enabled for Windows 10 OS.



For correct creation of reports in *Intellect Web Report System* Web server should be connected by network with all servers of databases that are used in operation. At the moment these are SQL servers that store database of *Intellect software package* configuration and system itself and optionally SQL servers where *Time and Attendance* and/or *POS reports* databases are located. In special cases both Web server and SQL server can be located on one computer.

The internal database of the server has the MS SQL format. A list of versions MS SQL Server, supported in *Intellect Web Report System* subsystem is identical with the list of versions for the Intellect software (see the Internal video Server database section).

Corresponding *Intellect* video servers (registered in the database of the *Intellect* configuration connected while installation) must be started in order to display the event video archive in detailed reports.

If the Clients connection to the Web server is supposed to be via network it is necessary to make sure that the Web server has the static IP address. Moreover it must be available on the Internet if it is specified in the security system project.

Client of Intellect Web Report System

General requirements

For proper displaying on Web interface Client of *Face Intellect* software package the following conditions are necessary:

1. *Internet Explorer* browser of 8.0 version and later.

> **Attention!**
> Use Internet Explorer 32-bit browser for Intellect Web Report System functioning in 64-bit operating system.

2. If it is supposed to view video archive of event from the report:
    a. Permission to use ActiveX components in browser.
    b. ActiveX *CamMonitor set component*.

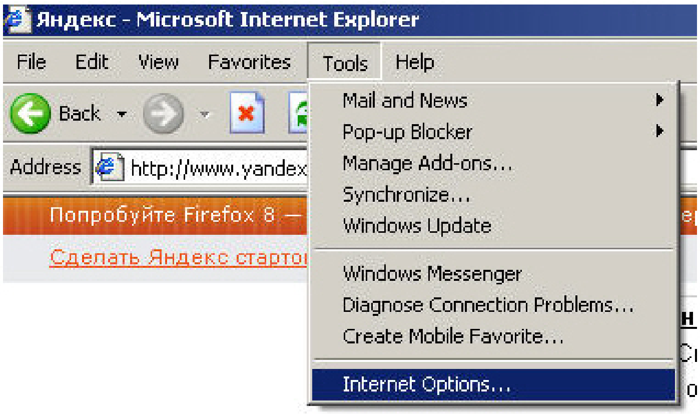
> **Note.**
> CamMonitor component is installed automatically with Intellect software package.
> If Intellect software package is not installed on the Client it's necessary to install this component separately.

Setting up security parameters in Internet Explorer browser

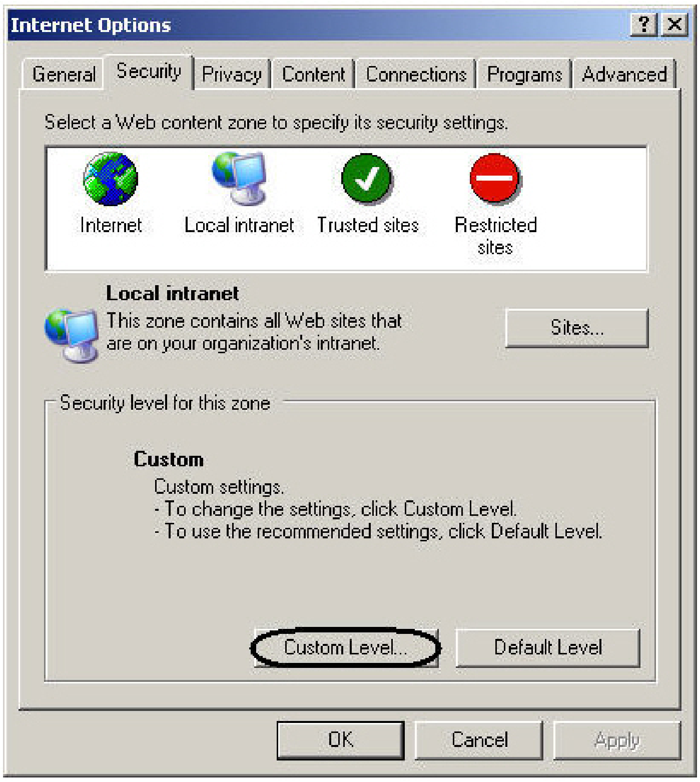
On default the use of ActiveX components is forbidden in *Internet Explorer*, that is why it's necessary to set extra security parameters.

For this do the following:

1. Execute the **Tools** –> **Internet options** command in main menu of *Internet Explorer* browser.

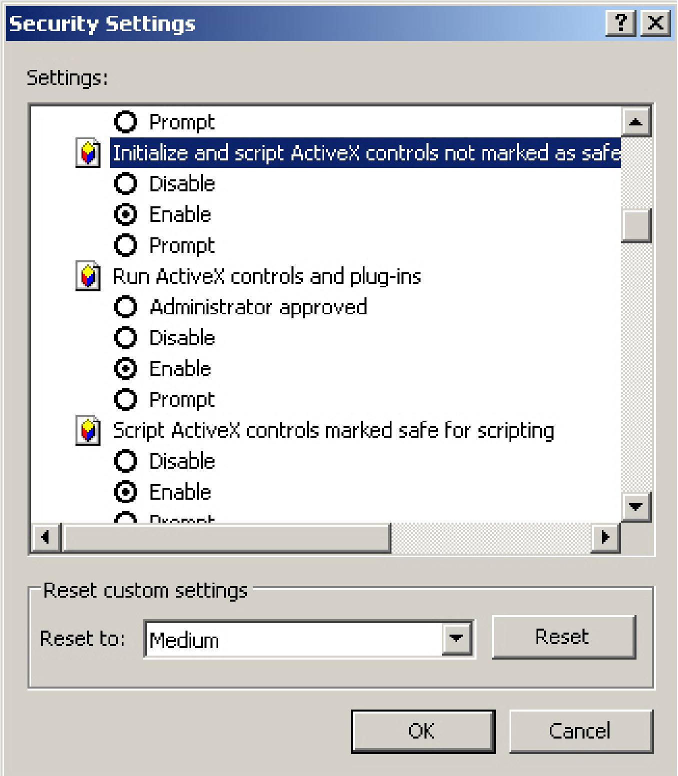


2. In the **Internet options** dialog box go to the **Security** tab.



3. In selected zone of dialog box (selected on default) click **Custom level**.
4. In the **Security settings**dialog box execute the following settings:
   4.1 Set the **Script ActiveX controls marked safe for scripting** checkbox to the **Enable** p osition.

4.2 Set the **Initialize and script ActiveX controls not marked as safe** checkbox to the **Enable** position.



5. Click **OK** in **Security settings**, and then in **Internet options.**
6. Restart browser.

Setting security parameters in Internet Explorer browser is completed.

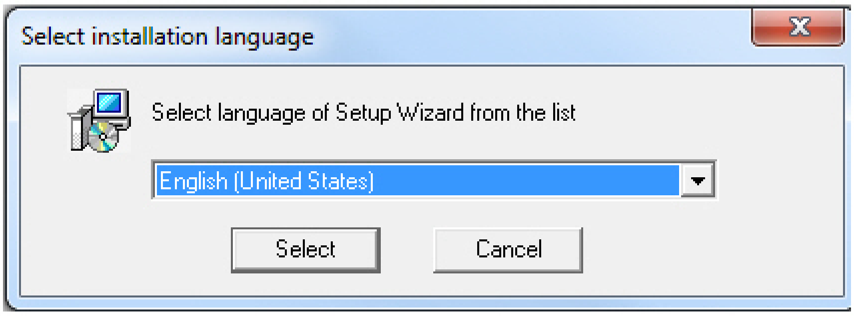
Intellect Web Report System installation and removing

Installation

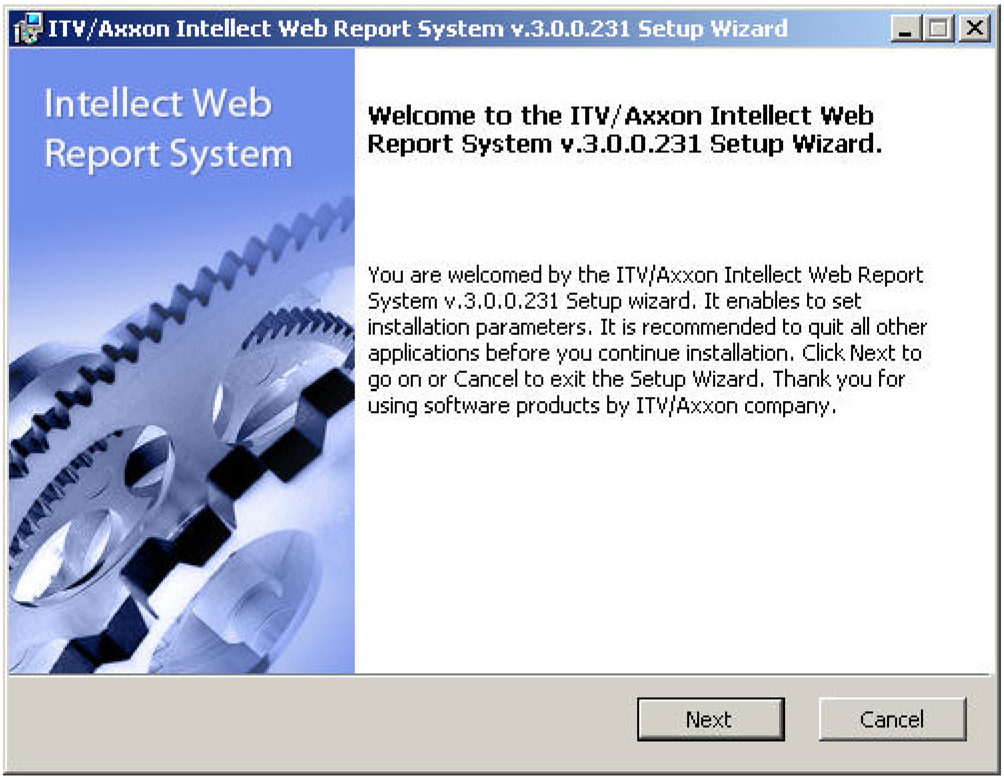
The *Intellect Web Report System* is installed as a part of the *Intellect* software. Information about compatibility of the *Intell ect* software versions and *Intellect Web Report System* is presented by link: General information about product releases and versions compatibility.

To install *Intellect Web Report System* do the following:

1. Start the ReportSystem.msi installation package.
2. In the language dialog window select the language from the list.



3. Click **Next** in the welcome window of setup wizard.



The dialog box of the License agreement is displayed.

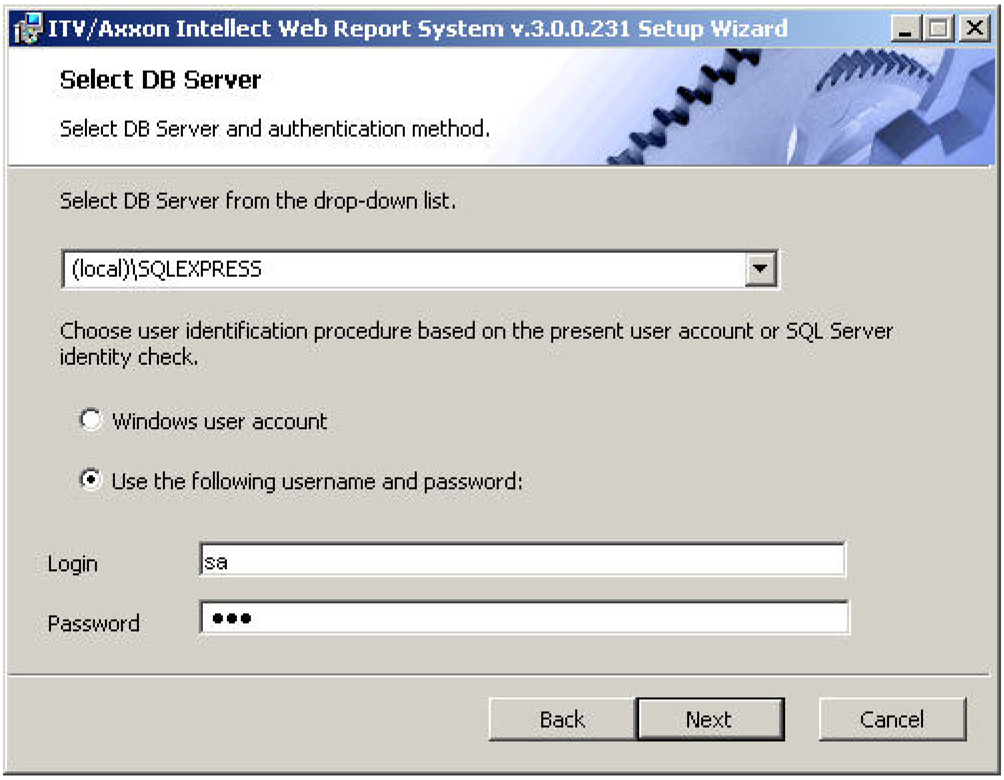
4. To continue the installation one should accept the terms of the License agreement by setting the switch into **I accept the terms of the License agreement** position. Then click **Next**.

The **Select DB server** window is displayed.

5. From the **Select DB Server from the drop-down list** select SQL server where the database of the Intellect software package configuration is located. The database of *Intellect Web Report System* will be created on the same SQL server.

> **Note.**
> Later it's possible to move the database of Intellect Web Report System to another SQL server. The

changes should be made in C:\Program Files\Intellect\Modules\Wt2\Web.config file by correcting the following connection string:
<add
name="ReportSystemConnectionString"
connectionString="Password=ITV;Persist Security Info=True;User ID=sa;Initial Catalog=ReportSystem;Data Source=(local)\SQLEXPRESS;"
providerName="System.Data.SqlClient" />.



6. Set the authentication method that will be used by the *Intellect Web Report System* while connecting to SQL server with the database of the Intellect software package configuration. Connecting by the **Windows Account information** method there is a confirmation of user identity by using current account information of Windows OS. Method of using specified user name and password allows confirming SQL server authenticity.

Note.
Windows Account information method is used in the following cases:

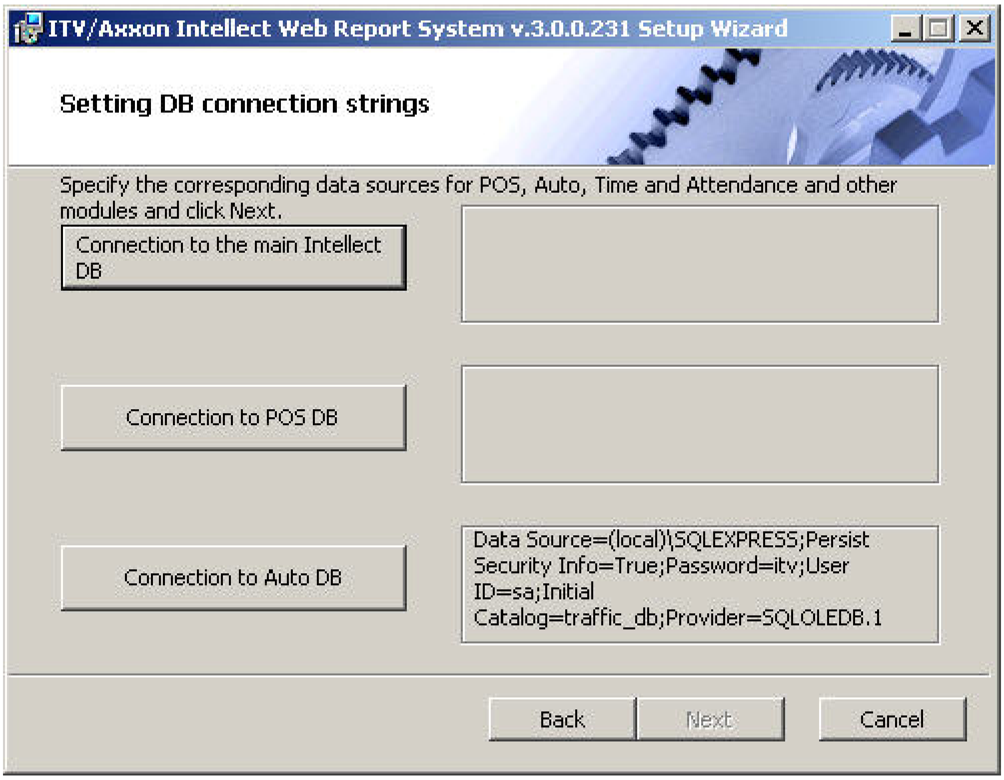
a. When SQL server where it's necessary to create *Intellect Web Report System* database and system itself are installed on one computer.
b. When SQL server and *Intellect Web Report System* system are installed on different computers connected by TCP/IP and located in one network domain. An account for user that is authorized in Windows OS on computer where *Intellect Web Report System* is installed should be created in Windows OS on computer with installed SQL server.

Note.
Method of using login and password is for the following cases:

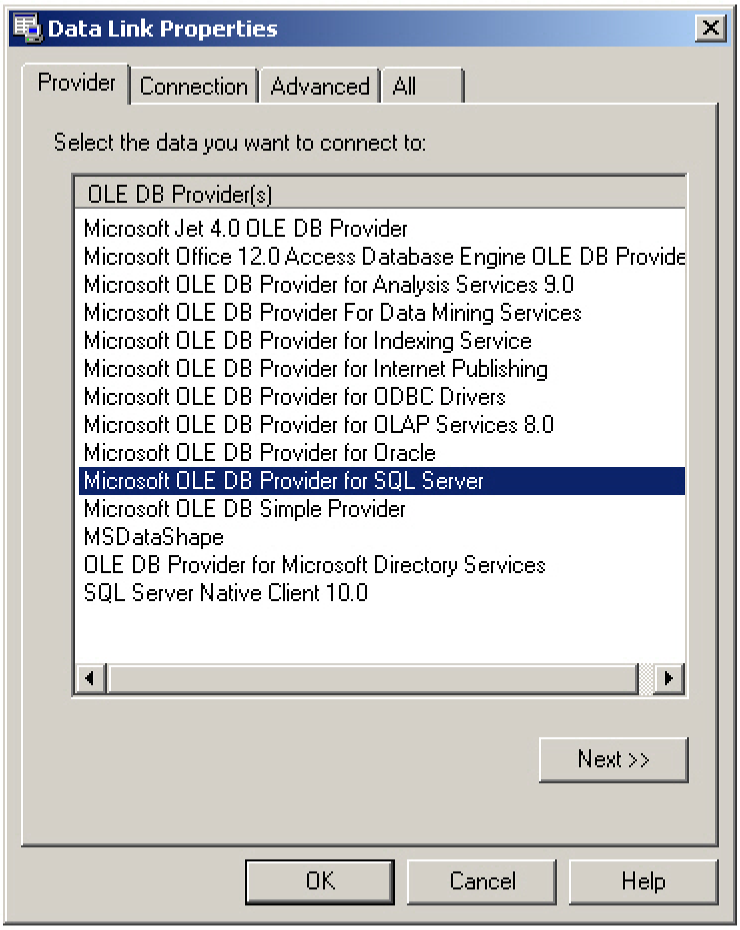
a. When SQL server where it's necessary to create *Intellect Web Report System* system database and system itself are installed on one computer.
b. When SQL server and *Intellect Web Report System* system are installed on different computers con nected by TCP/IP and located in one network domain. At the same time specified user name (login) and password should be the same as user name (login) and password that are used to SQL server access.

7. To continue the installation process click **Next.**
The window where it is necessary to set connection string of *Report System* to the database of Time and attendance module, to *POS Intellect* database and/or *AUTO Intellect* database. Connected databases will be the data source when creating reports.

Note.
If the POS Intellect software and the AUTO Intellect software are installed after the *Intellect Web Report System* installation, the connection of *Intellect Web Report System* database to the corresponding module is to be performed. Launch the Repairing mode of *Intellect Web Report System* and enter the corresponding connection strings (see Repairing section).

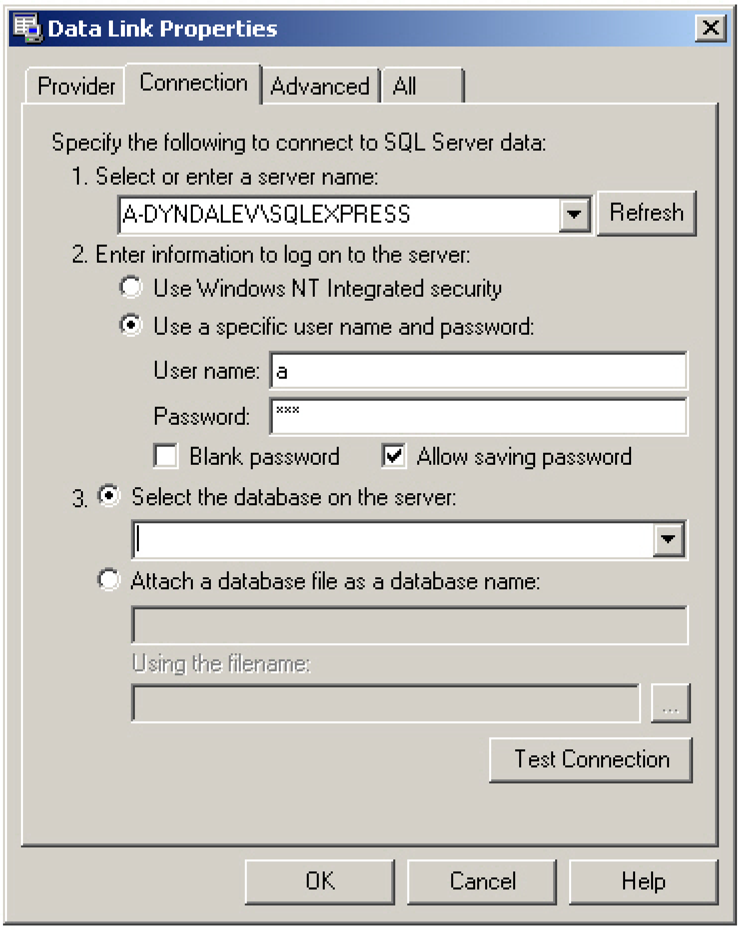


8. To set connection string to the database of *Time and Attendance*module do the following:
   8.1 Click **Connection to the main Intellect DB**.
   8.2 As a result the **Data link properties** dialog box is displayed.



8.3 In the **Data provider** tab select **Microsoft OLE DB Provider for SQL Server**. Click **Ne xt**.

8.4 As a result there will be an automatic switch to **Connection**.



8.5 In **1. Select or enter a server name** line select from the list or enter manually the name of SQL server where database of *Time and Attendance* module is stored.
8.6 To log on SQL server it is necessary to set authentication parameters. For this set switch into **Use a specific user name and password** position. In the **User name** and **Password** fields enter username (login) and password in order to connect to SQL server. Set the **Allo w saving password** checkbox.
8.7 To check connection to SQL server click **Test connection**.
In case of successful connection the window with the **Test connection succeeded** messag e will be displayed.

It's necessary to click **OK** in the window of message and as a result the window will be shut down automatically.
If the name of SQL server and/or authentication parameters that are used in order to connect to it were set wrong then the corresponding message is displayed.

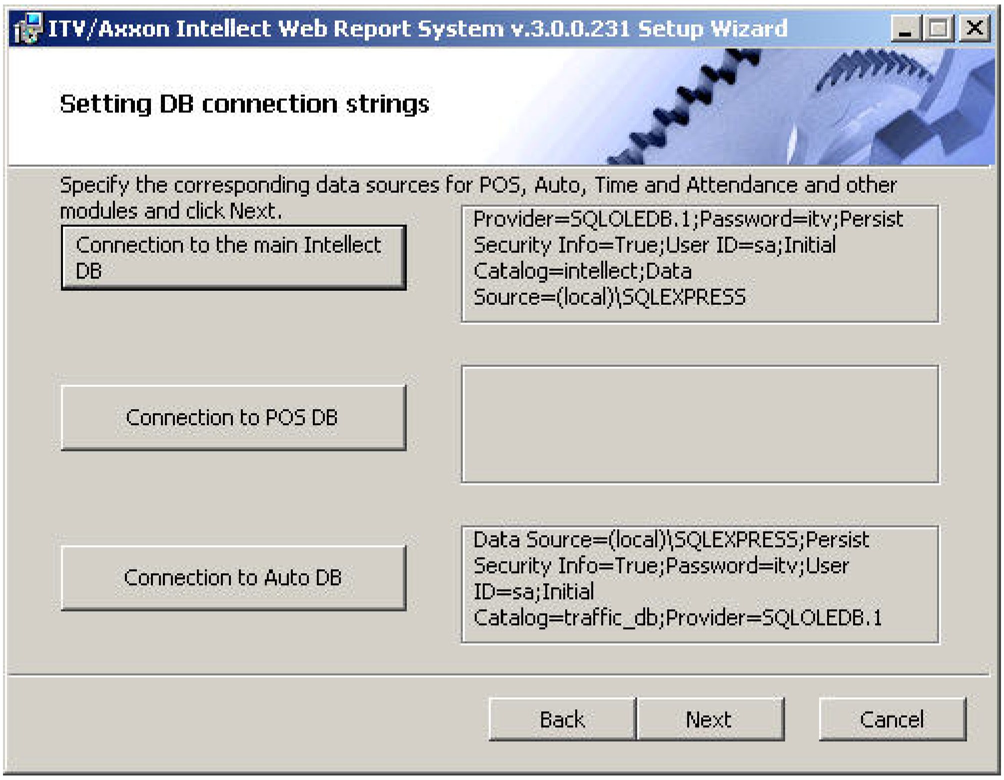
To shut down the window with the message, click **OK**. Then correct the data and check connection to SQL server once again.
8.8 If check of connection to SQL server is successful, select from the **Select database on server** list the name of connected database.

> **Note.**
> Database of the *Time and Attendance* module coincides with the database of Intellect configuration (name by default is intellect).

8.9 Click **OK** in the **Data connection properties** dialog box. As a result of this operation the dialog box will shut down.
Setting connection string to the database of *Time and Attendance* module is completed.

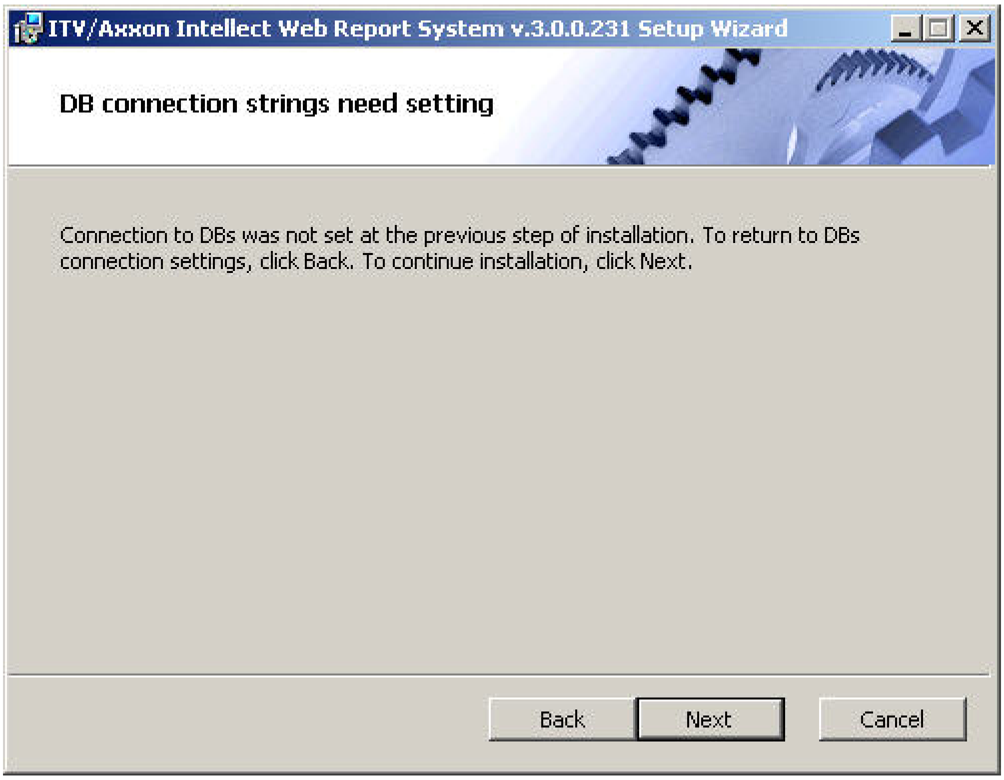
9. To set connection string to *POS* database do the following:
   9.1 Click **Connection to POS DB**.
   9.2 As a result of this operation the **Data connection properties** dialog box is displayed.
   9.3 Repeat 8.3-8.9 steps but connect POS database (name by default is *pos*).
   Setting connection string to POS database is completed.
10. To set connection string to *AUTO* database do the following:
    10.1 Click **Connection to Auto DB**.
    10.2 As a result of this operation the **Data connection properties** dialog box is displayed.
    10.3 Repeat 7.3-7.9 steps but connect AUTO database (name by default is *traffic_db*).
    Connection strings to databases are displayed in the **Setting DB connection strings** dialog

box.



11. Click **Next**. If DB connection strings has not been set then the **DB connection strings need setting** dialog box will be displayed as a result.

> **Note.**
> If DB connection strings has been set then installation will start as a result (see point 10).



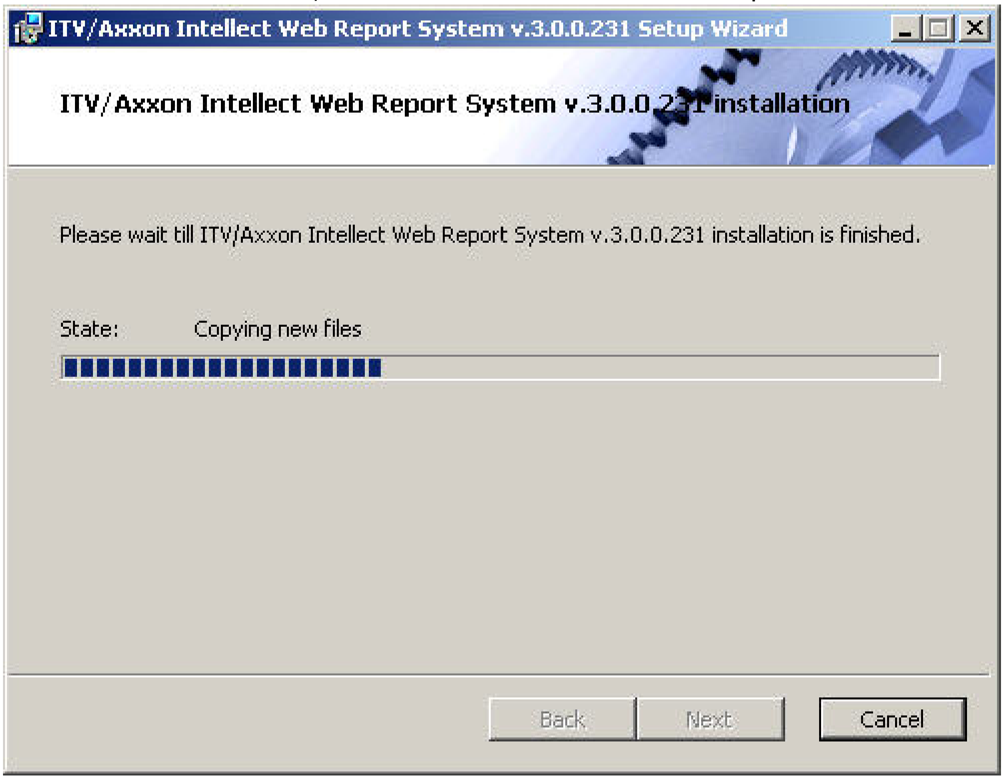
This dialog box warns about failure of connection to DB that doesn't guarantee the operation of the system.

> **Note.**
> If there was installation without setting connection to DB then you can set the connection to DB using C:\P

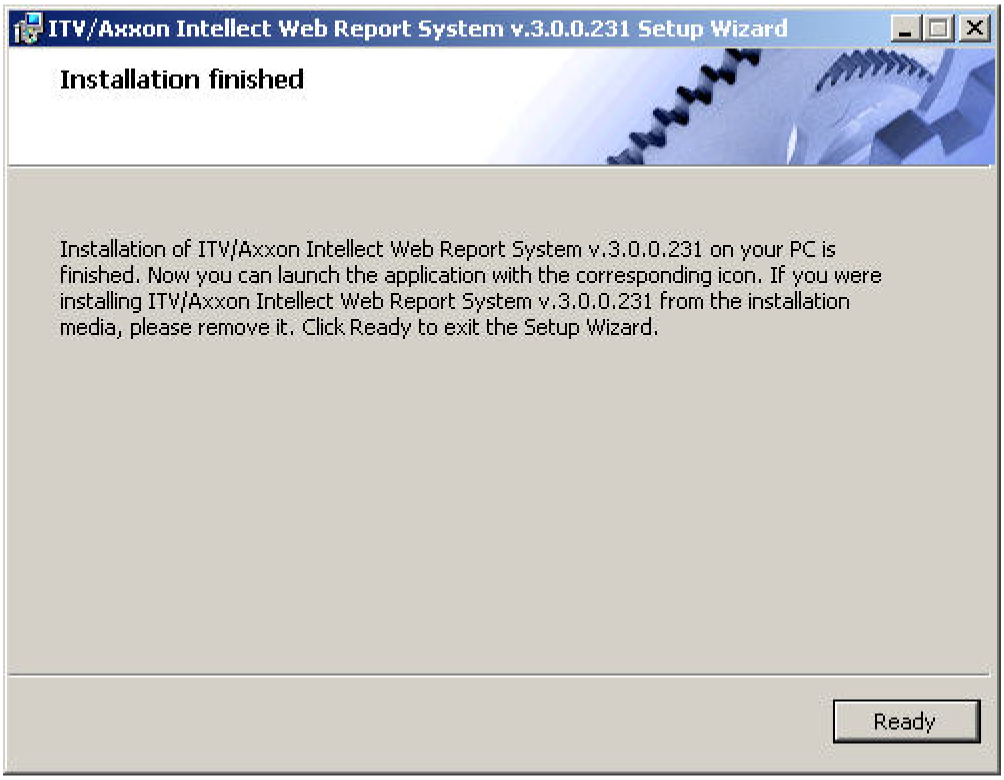
rogram Files\Интеллект\Modules\Wt2\Web.config file and adding connection strings. Examples of connection strings are given below:

a. <add name="IntellectDB" connectionString="Provider=SQLOLEDB.1;Password=itv;Persist Security Info=True;User ID=sa;Initial Catalog=intellect;Data Source=WS2\SQLEXPRESS"/>
b. <add name="PosDB" connectionString="Server=.\SQLEXPRESS;Integrated Security=SSPI;Persist Security Info=False;Database=pos;Provider=SQLOLEDB.1"/>
c. <add name="ReportSystemConnectionString" connectionString="Password=itv;Persist Security Info=True;User ID=sa;Initial Catalog=ReportSystem;Data Source=(local)\SQLEXPRESS;"/>

12. To continue installation, click **Next**. As a result of this operation installation starts.



Message that *Intellect Web Report System* installation is finished is displayed in a new dialog box.



Intellect Web Report System installation is finished and system is installed in *C:\Program Files\Интеллект\Modules\Wt2* folder.

Note.
If there is no folder it will be created automatically.

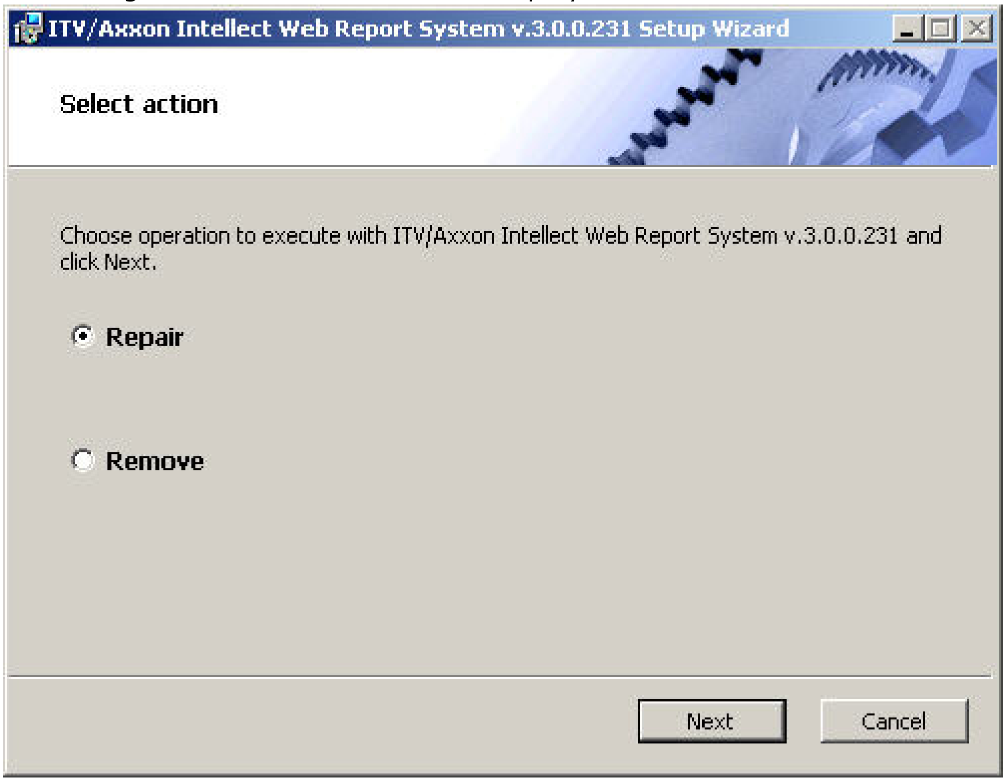
Attention!
After Intellect Web Report System installation it's necessary to restart Intellect software package.

Repairing

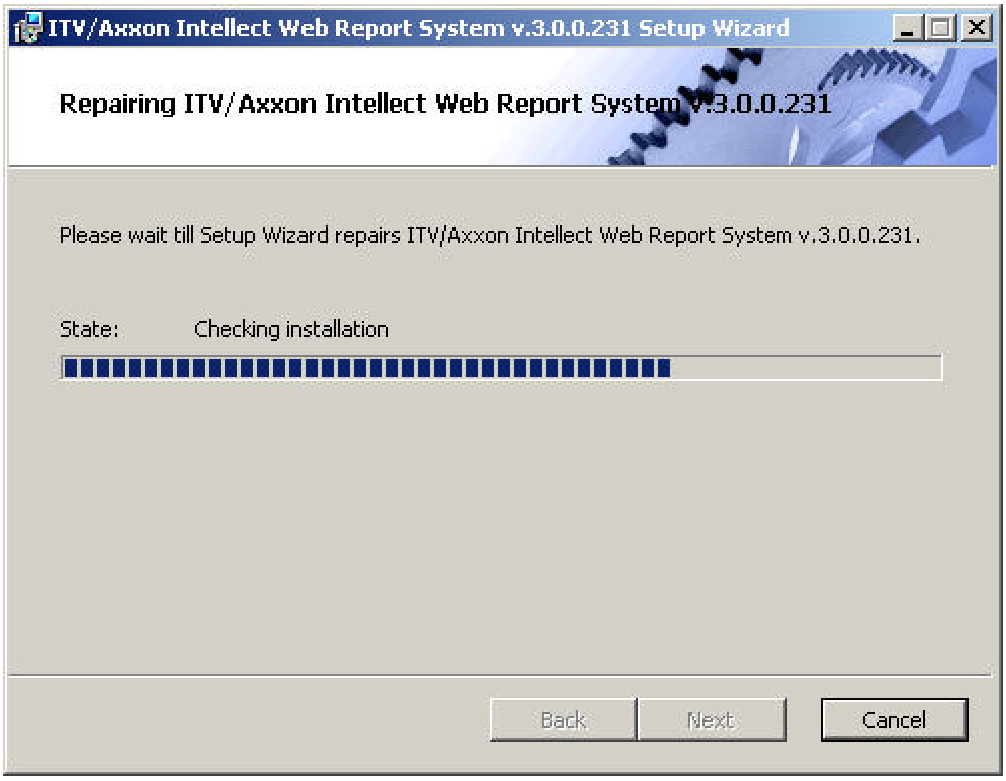
Repairing mode is designed for reinstallation of all components of *Intellect Web Report System*.

To start repairing mode it's necessary to start *Intellect Web Report System* installation once again without removing previous version of system.

To repair *Intellect Web Report System* do the following:

1. Start the ReportSystem.msi installation package.
   The dialog box of action selection is displayed.
   

2. Select **Repair** type and click **Next**
   The **Selection DB server** box is displayed.
3. In this and following boxes repeat 4-9 steps of *Installation* part.
   The dialog box of *Intellect Web Report System* repairing is displayed.



When repairing is finished the dialog box, where it's necessary to click **Ready**, is displayed.

Intellect Web Report System repairing is completed.

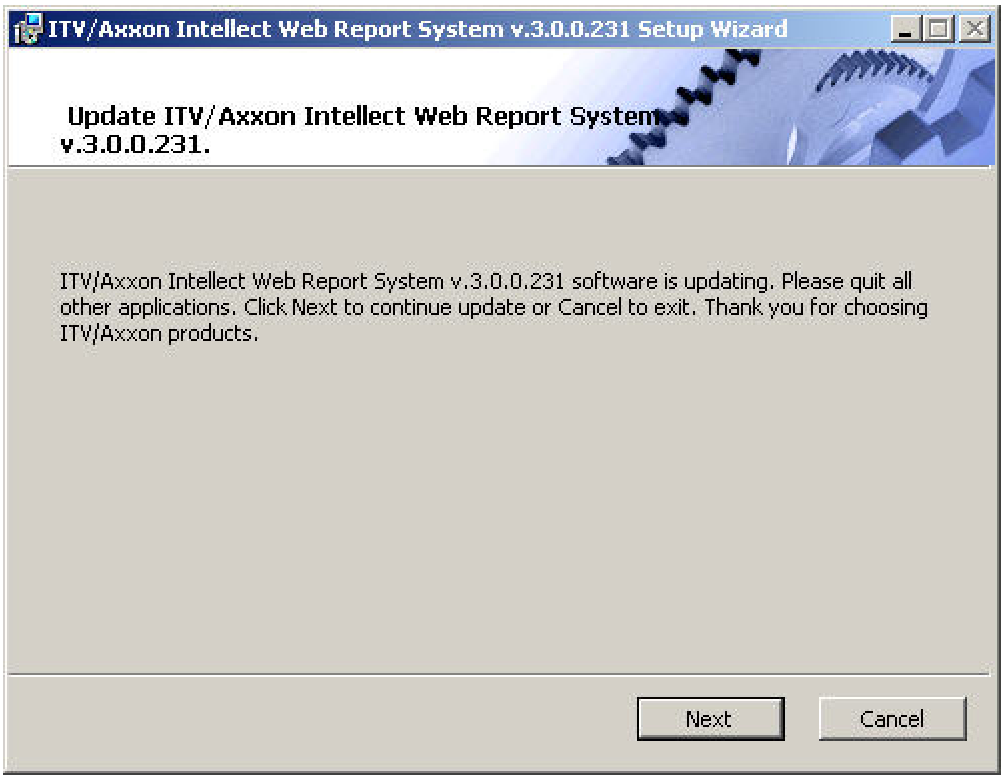
Attention!
After *Intellect Web Report System* repairing it's necessary to restart Intellect software package.

Updating

Updating mode is used for installation of *Intellect Web Report System* new version without removing the previous one.

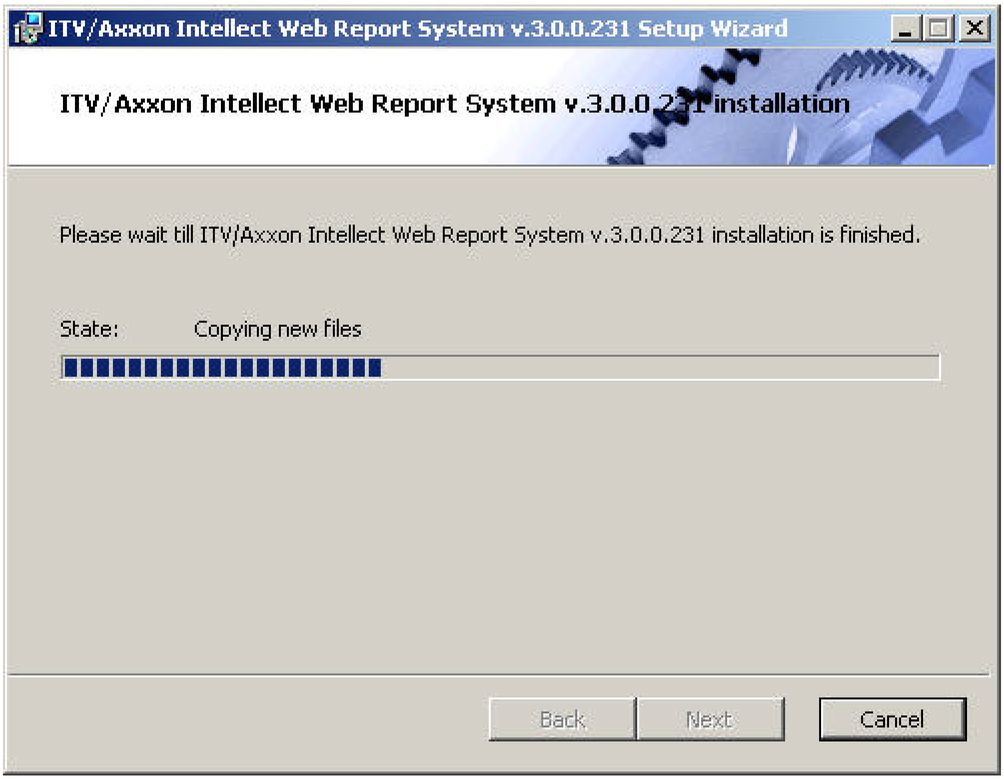
To update *Intellect Web Report System* do the following:

1. Start the ReportSystem.msi installation package.
   The dialog box of *Intellect Web Report System* updating is displayed.



2. Click **Next**.
   The **Selection DB server** box is displayed**.**
3. Repeat steps 4 and 5 of *Installation* part.

The dialog box of *Intellect Web Report System* updating is displayed*.*



When updating is finished the dialog box, where it's necessary to click **Ready**, is displayed.

Intellect Web Report System updating is completed.

Attention!
After *Intellect Web Report System* updating it's necessary to restart Intellect software package.

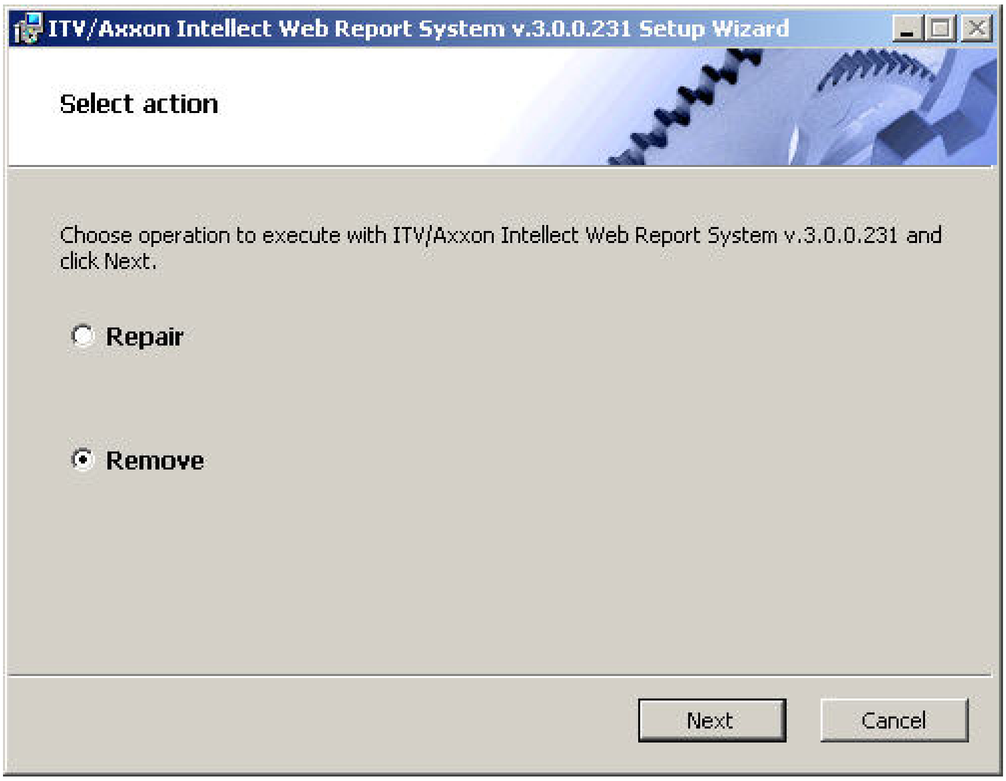
Removing

Intellect Web Report System installation wizard also operates in removing mode. This mode is necessary when you need to remove all *Intellect Web Report System* components on your Computer.

Starting removal is performed by using one of the following ways:

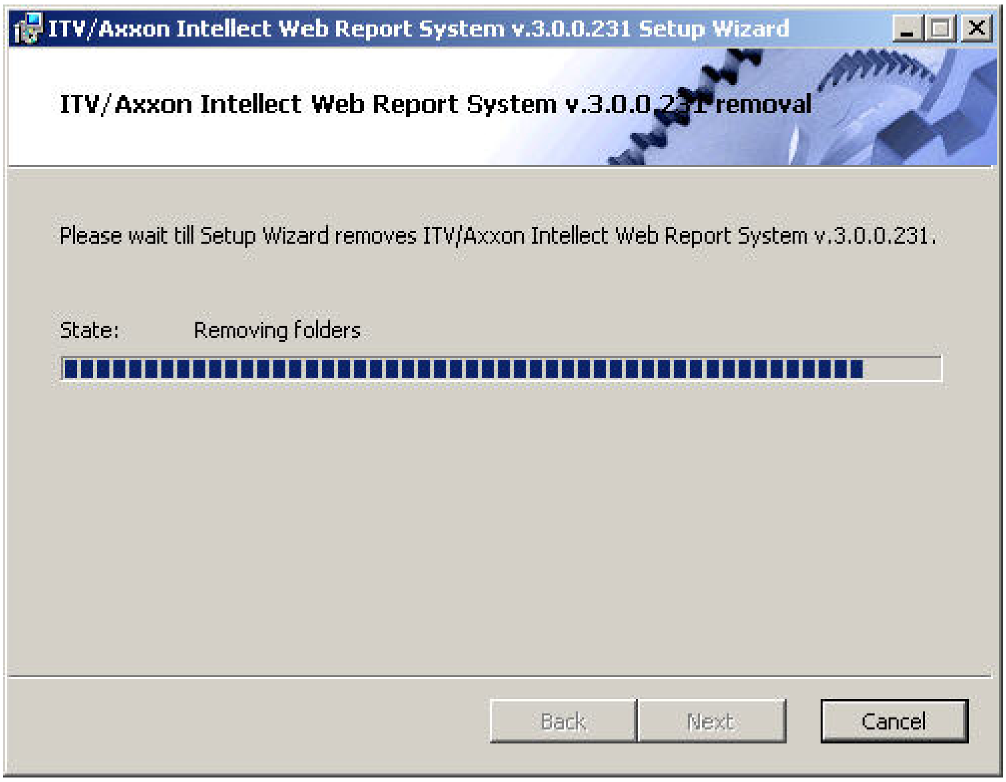
1. Using *Add or Remove Programs application* of Windows OS control panel;
2. Using ReportSystem.msi installation package.

As a result of one of these actions the dialog box of action selection is displayed.



Select **Remove** type and click **Next**.

The dialog box of removing process of *Intellect Web Report System* will be displayed.



When removing is finished the dialog box, where it's necessary to click **Ready**, is displayed.

Intellect Web Report System removing is completed.

Intellect Web Report System licensing

Activation key

Intellect Web Report System functionality is restricted by the activation key that is bundled with the *Intellect* installation kit.

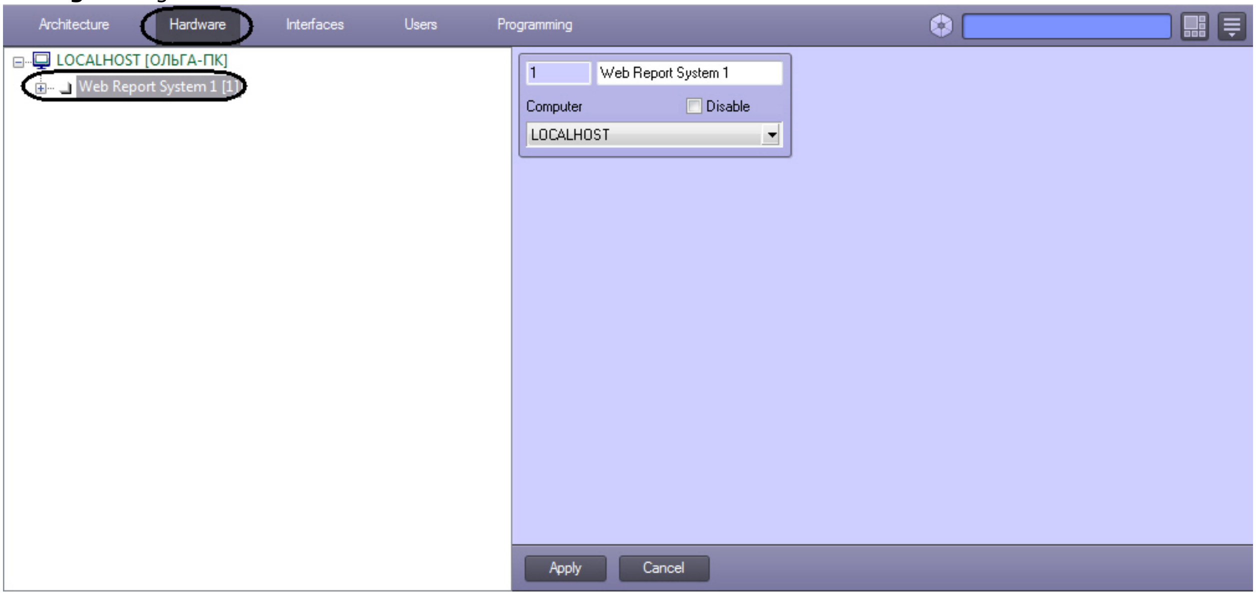
If the *Intellect Web Report System* is extended (for example if it is necessary to add some types of reports) then it is necessary to replace the previous activation key with a new one that will restrict the updated system functionality.

Activation of Intellect Web Report System functionality

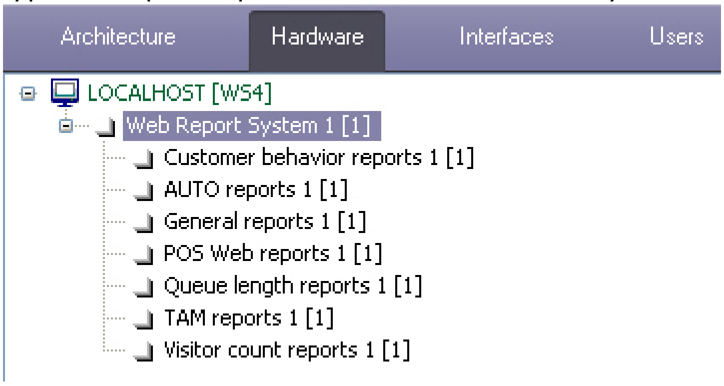
> **Attention!**
> The activation of *Intellect Web Report System* functionality is possible only if there is the corresponding activation key.

To activate *Intellect Web Report System* functionality do the following:

1. Start *Intellect*.
2. Create the **Web report system** object on the basis of the **Computer** object on the **Hardware** tab of the **System settings** dialog box.



3. Create the objects (**Time and Attendance reports**, **POS reports, Queue-length detection, People counter detection, AUTO reports, General reports**, **Customer behavior reports**) on the basis of the **Web report system** object corresponding to the types of reports specified in the activation key.



Activation of *Intellect Web Report System* functionality is completed.

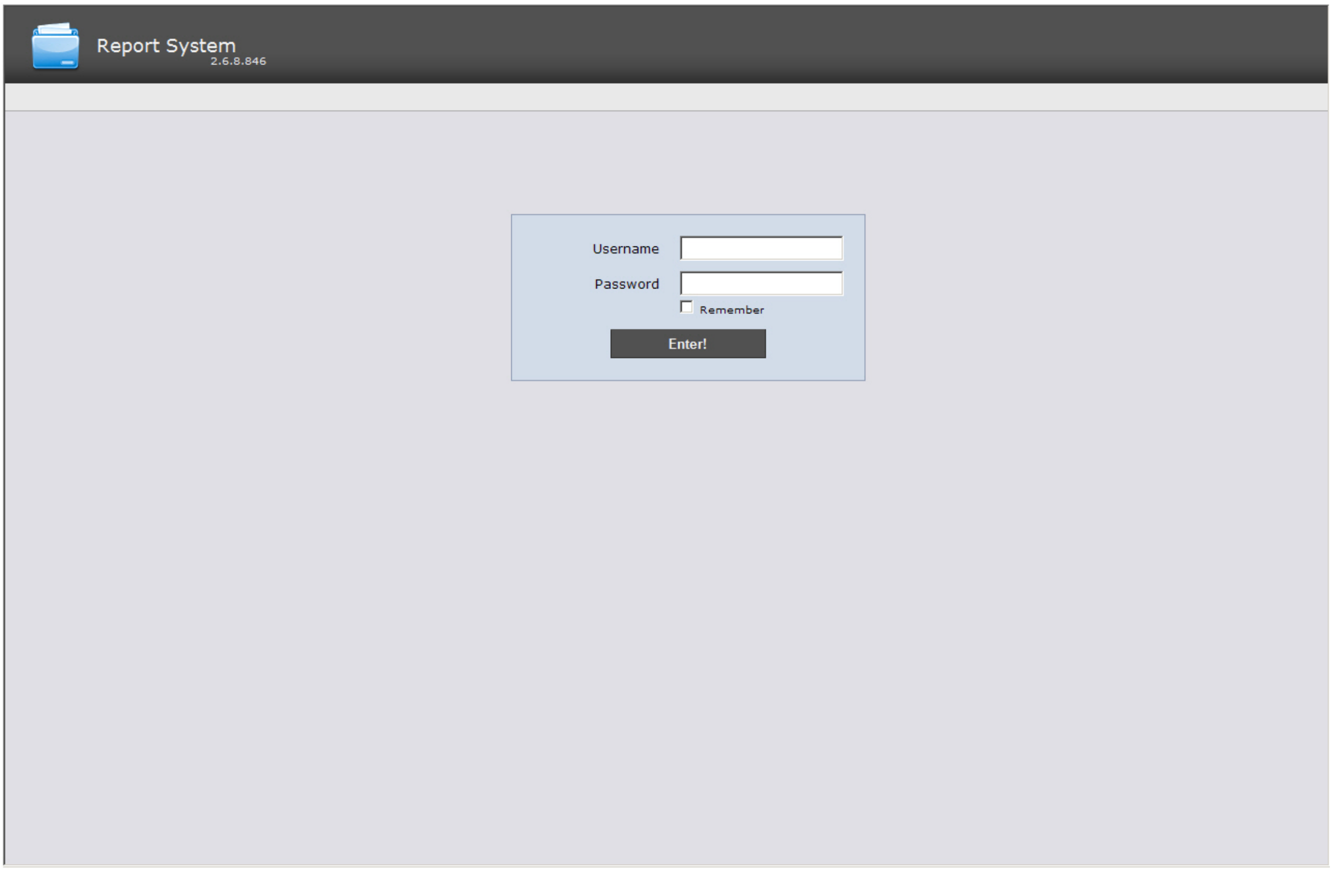
Intellect Web Report System startup and shutdown

Ways of starting

Starting of *Intellect Web Report System* is carried out in one of two ways:

1. If the Client coincides with the Web server – through the Start menu of Windows OS: Start -> All Programs -> Intellect -> Reports system;
2. On any Client – through the connection string of the browser: http://< Web server IP address>:8081/Reports.

As a result of one of these actions *Intellect Web Report System* authorization page is displayed.

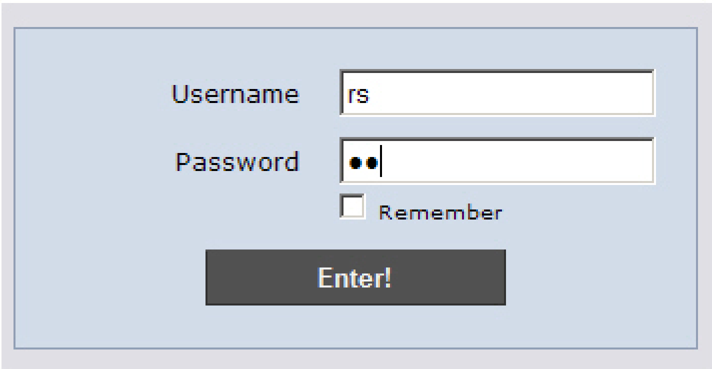


Authorization

For *Intellect Web Report System* authorization do the following:

1. Start *Intellect Web Report System in one of the available ways* (see Ways of starting).
2. Type the username, password.

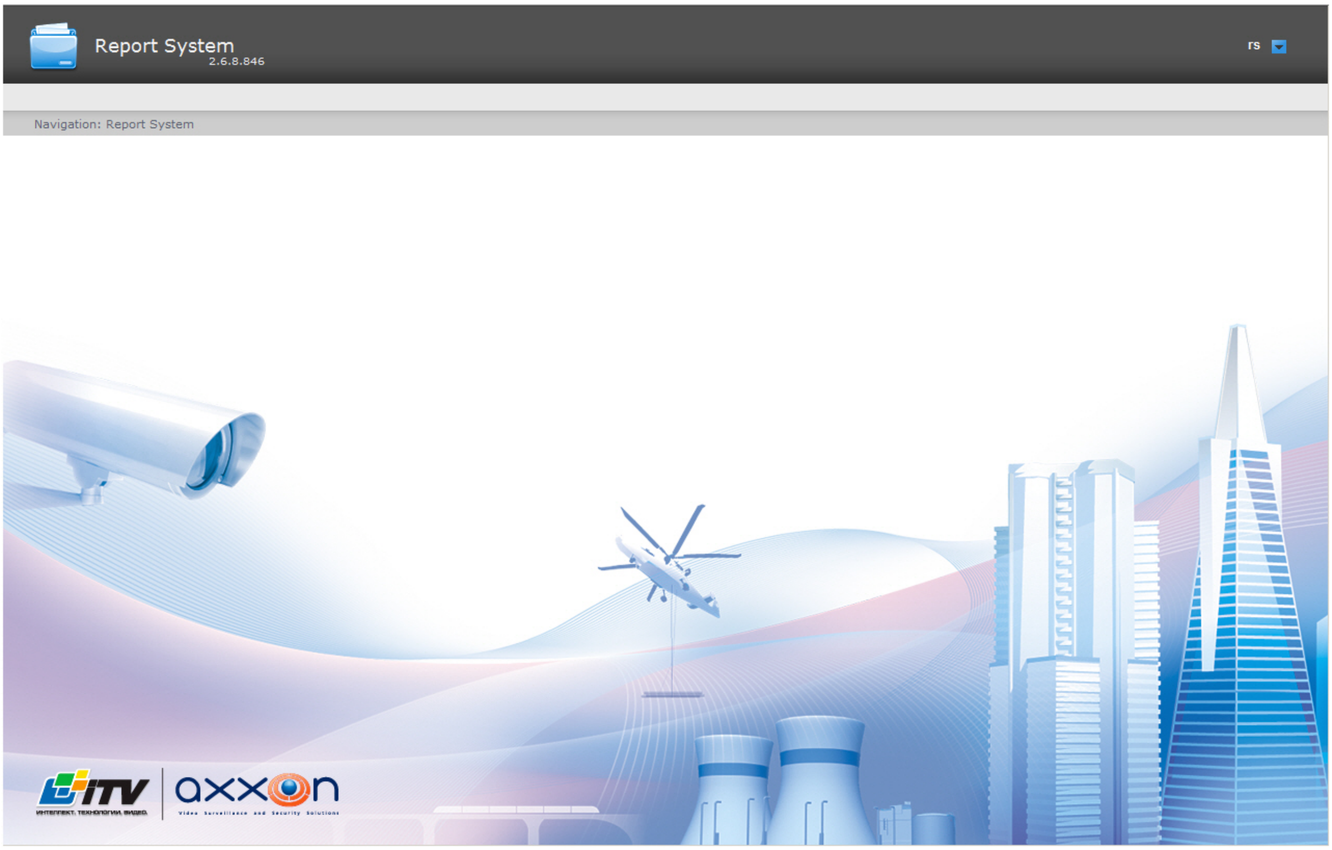
> **Note.**
> Initial entry to *Intellect Web Report System* is under **rs** user who has administrative rights. In the **Username** and **Password** fields one should type **rs**. Further the administrator has to set the system for a multiuser mode (for more details see Set up the roles and users section).



3. Set the **Remember** checkbox if the automatic authorization in Report System (with parameters specified in the step 2) is required.
4. Click **Enter**.

As a result one goes on the *Intellect Web Report System* document page.

> **Note.**
> Interface of the document page is described in the Report System interface chapter.



Shutdown

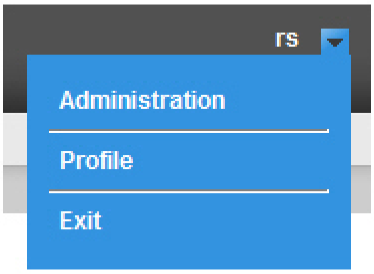
To shutdown *Intellect Web Report System* close the window in the browser.

User switching

One can switch *Intellect Web Report System* users fast.

For this do the following:

1. In the right upper corner of the Web interface hover cursor over the current username or over icon.



2. In the context menu select the **Exit** item.
3. *Intellect Web Report System* authorization box is displayed. Type the username under which one should enter the system, password and click **Enter** (see the Authorization chapter).

User switching is completed.

Intellect Web Report System interface

Intellect Web Report System interface consists of the following elements:

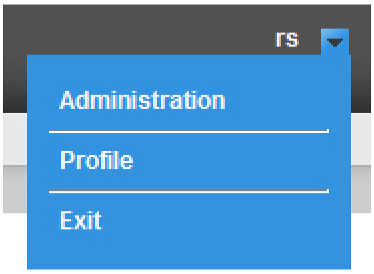
1. context menu;
2. page of documents;
3. administration page;

4. user profile page.

Context menu

Intellect Web Report System context menu is available both on the page of documents and on the administration page.

In order to display the context menu hover cursor over the current username in the right upper corner or over  icon.



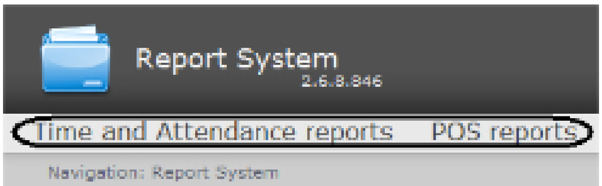
The following operations are available from the context menu:

1. Switch to the administration page – the **Administration** item is used;
2. Switch to the user profile page – the **Profile** item is used;
3. Switch to the authorization page – the **Exit** item is used.

Page of documents

Page of documents is displayed automatically after the authorization in *Intellect Web Report System*.

Besides the context menu the reports menu is also displayed on the page of documents.

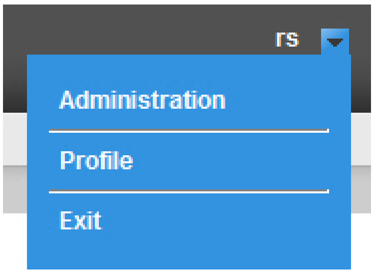


> **Note.**
> If there are no operation rights for Time and Attendance reports and/or POS reports then the corresponding items of the reports menu (POS reports, Time and Attendance reports) are not displayed.

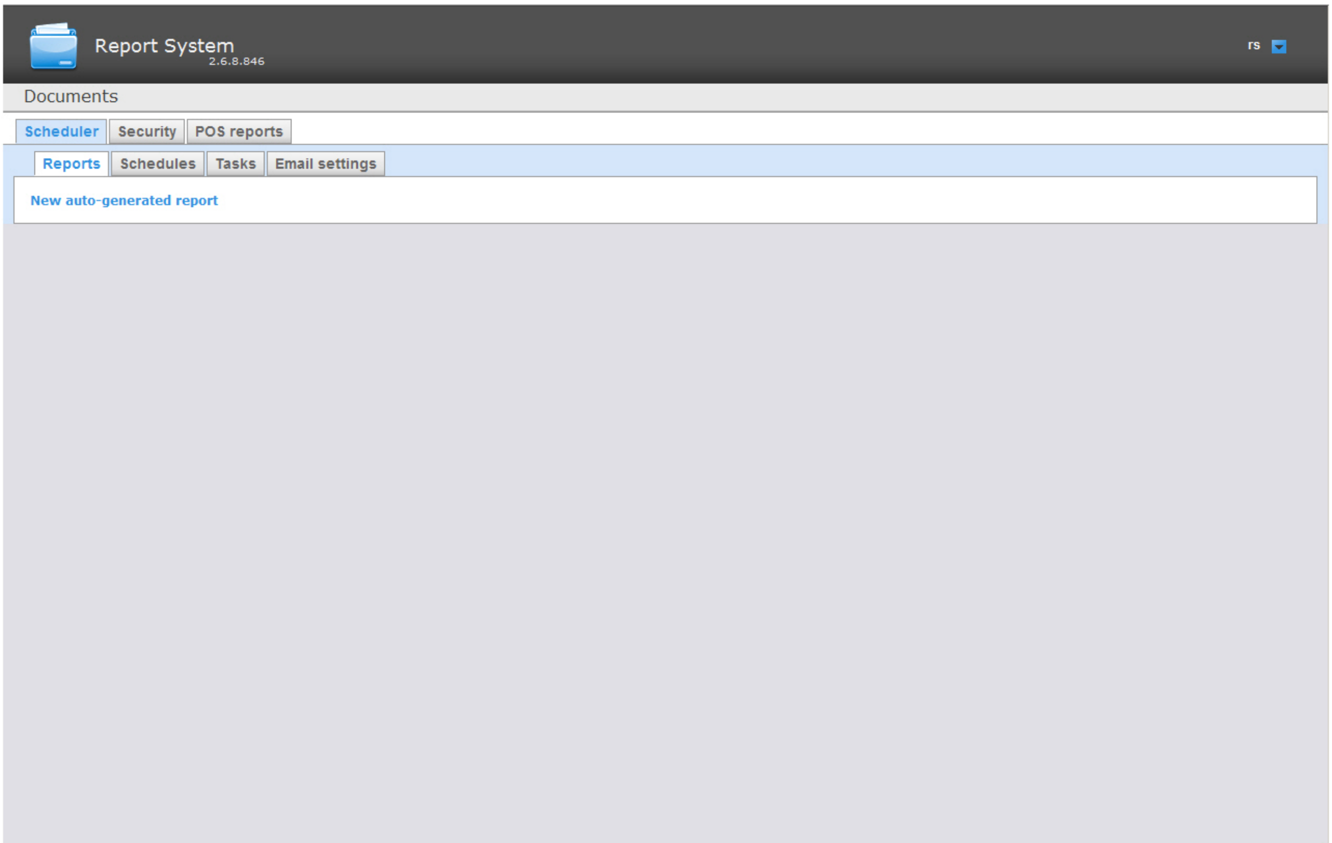
Administration page

Switch to the *Intellect Web Report System* administration page is carried out through the context menu by selecting the **Ad ministration** item.

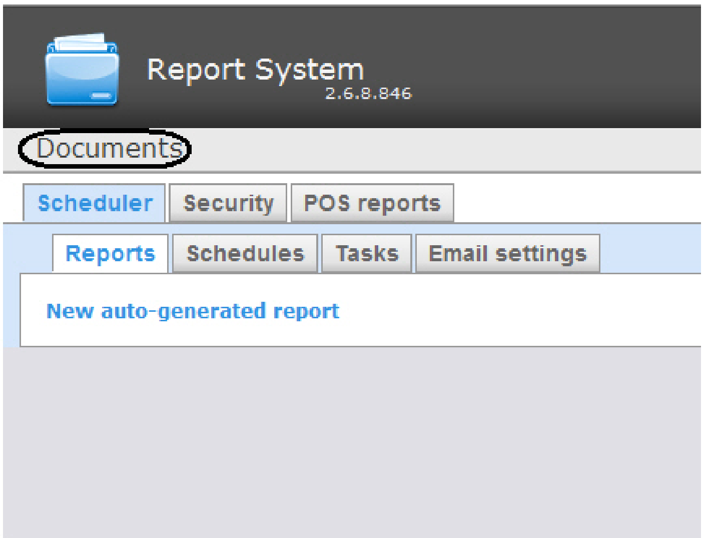
> **Note.**
> For some users this item can not be displayed (it depends on the availability of the administration rights).



The *Intellect Web Report System* administration page will display.



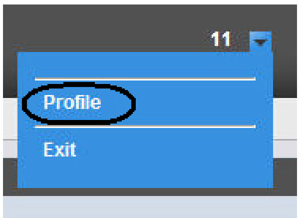
To return to the documents page click the **Documents** link.



User profile page

Changing the interface language of *Intellect Web Report System* is performed in the user profile page.

Switch to the *Intellect Web Report System* user profile page is carried out through the context menu by selecting the **Profil e** item.



Change the Intellect Web Report System interface language

To change the interface language, do the following:

1. Go to the user profile page.

2. From the **Language** drop-down list select the requested interface language (**1**).
3. Click **Save** (**2**).

Changing the interface language is completed.

Intellect Web Report System administration

Set up the roles and users

In *Intellect Web Report System* one role and one user are registered by default. They are **Administrators** and **rs** accordin gly. They cannot be removed.

The **rs** user has rights to control all the components of *Intellect Web Report System* subsystem. The role of this user can't be changed. There is a possibility to change the password for **rs** user login to the *Intellect Web Report System* subsystem. Changing the password is performed on the **Profile** tab (see the Change the password section). The other user are able to change the password only on the **Programming** tab of the *Intellect* software.

In order to register an operator with individual rights one should create a new user and a new role with these rights.

> **Note.**
> New users are created in *Intellect Web Report System* automatically after their registration in Intellect software package (see the Peculiarities of the user registration in Intellect software package chapter).

On default, users created in the *Intellect* software don't have any roles and operations, they don't have the rights to control *Intellect Web Report System* subsystem. All rights can be assigned them by subsystem administrator, on default it is the **rs** user.

Setting up the roles and users is carried out in the **Security** tab on the administration page.

Set up the roles

Setting up the roles is carried out in the **Role > operations** tab.

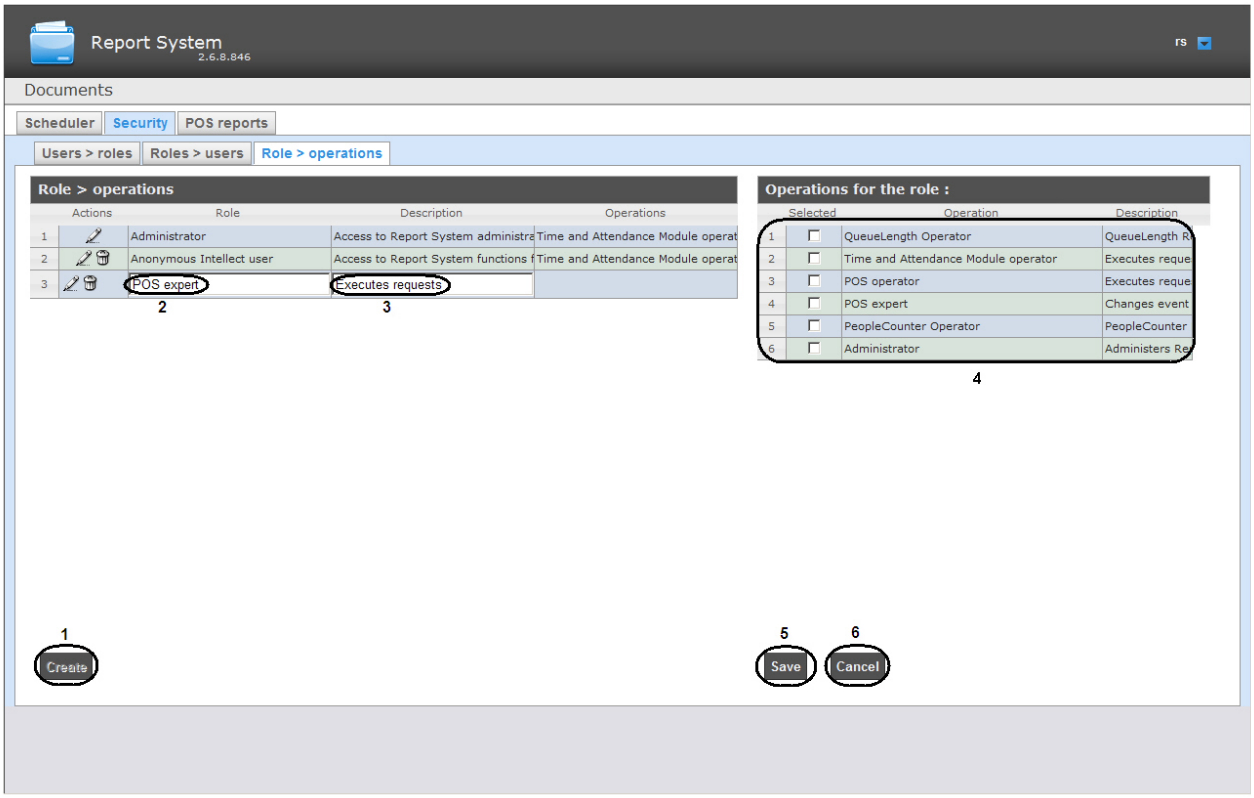
The following actions with roles are available:

1. Role registration with assigning the operations available for this role;
2. Role editing;
3. Role removing.

Role registration

In order to register a new role in *Intellect Web Report System* do the following:

1. Go to the **Role > operations** tab.



2. Click **Create** (**1**).
3. As a result a new line will be added to the **Role > operations**table. Fill in its fields:
   3.1 In the **Role** field type the name of a new role (**2**).
   3.2 In the **Description** field type a brief description of the operations that will be available to the users with a new role (**3**).

   > **Note.**
   > This field is optional for filling in.

4. In the **Operations for the role** table (**4**) in the **Selected** column set checkboxes for those operations that should be solved by users with a new role.

   > **Note.**
   > It is recommended to study the description of operations beforehand in the **Description** column of the same table.

5. In order to register a role click **Save** (**5**).

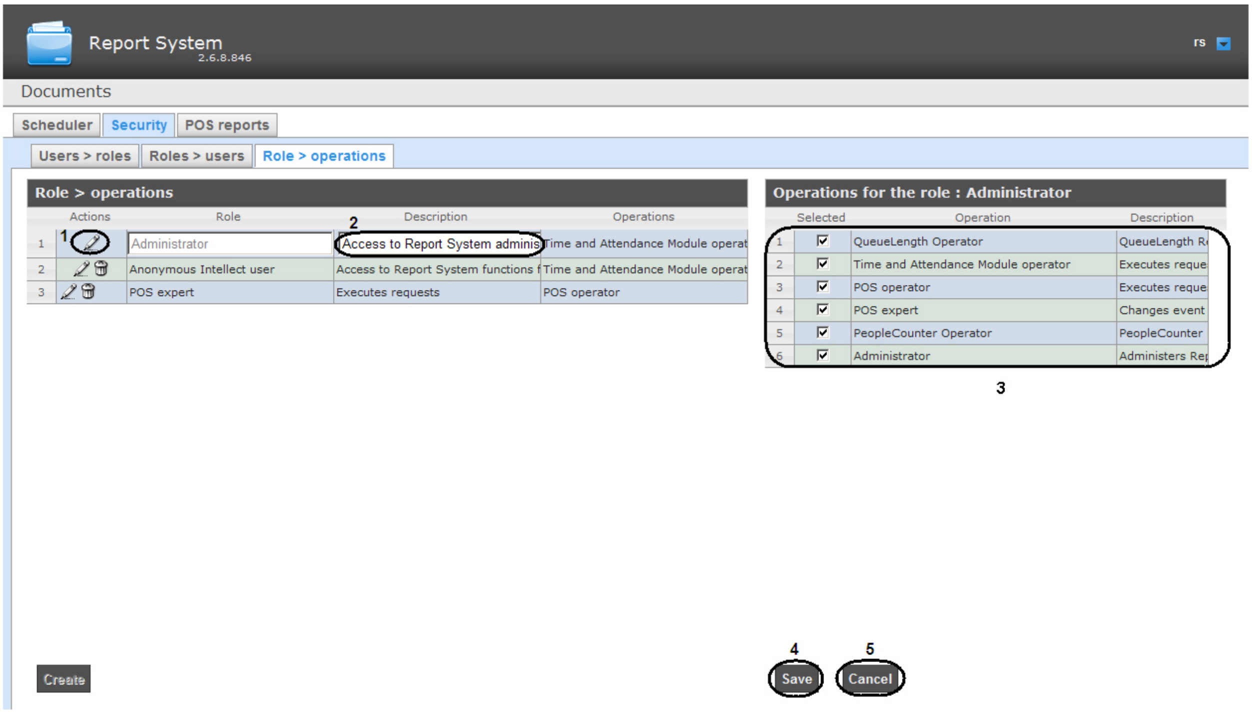
> **Note.**
> In order to cancel the registration of a new role click **Cancel** (**6**).

Role registration in *Intellect Web Report System* is completed.

Role editing

In order to edit a new role do the following:

1. Go to the **Role > operations** tab.



2. For the required role click  button in the **Actions** column of the **Role > operations** tabl e (**1**).
3. As a result one can edit some role parameters. For example:
   3.1 In the **Description** field (**2**) one can edit a brief description of operations that will be available for users with this role.
   3.2 In the **Operations for the role** table (**3**) in the **Selected** column one can edit the list of operations that should be solved by users with this role by setting or deselecting the corresponding checkboxes.
4. In order to save the changes in role parameters click **Save** (**4**).

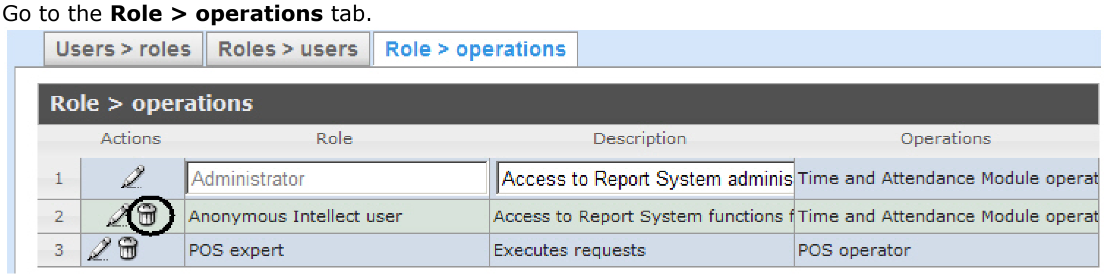
> **Note.**
> In order to cancel the changes in the role click **Cancel** (**5**).

Role editing is completed.

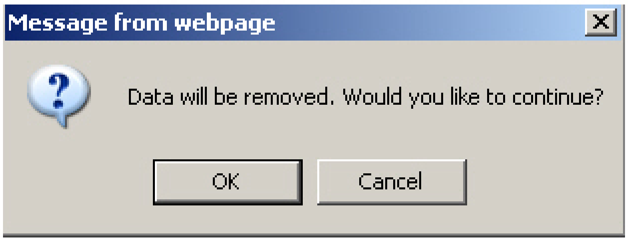
Role removing

In order to remove the role, do the following:

1. Go to the **Role > operations** tab.



2. For the required role click  button in the **Actions** column of the **Role > operations** tabl e.
3. In the appeared box confirm the role removing by clicking **OK**.



Role removing is completed.

Peculiarities of the user registration in Intellect software package

The algorithm of user registration in *Intellect* software package is given in details in *Intellect software package: Administrator's Guide.*

Registering the user in *Intellect* software package one should take into account the following peculiarities:

1. In *Intellect Web Report System* the username is the user login that is set while its adding to the user rights in *Intell ect* software package.
2. The same rules as for the login in Windows OS are applied to the username (and login).

Set up the correspondence between the roles and users

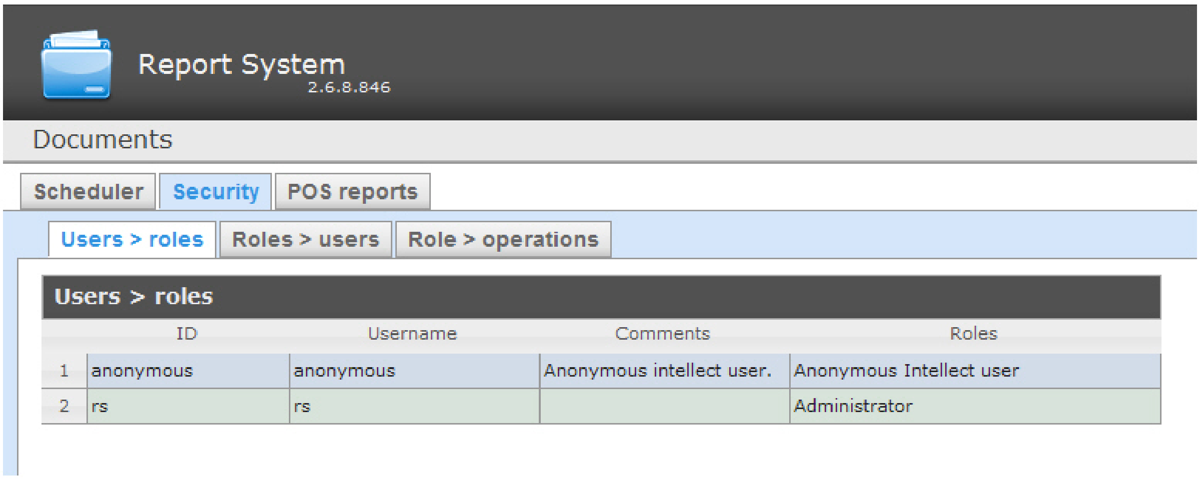
Setting up the correspondence between the roles and users can be carried out in two ways:

1. If the roles are assigned to the user then the **Users > roles** tab is used.
2. If the users are added to the role then the **Roles > users** tab is used.

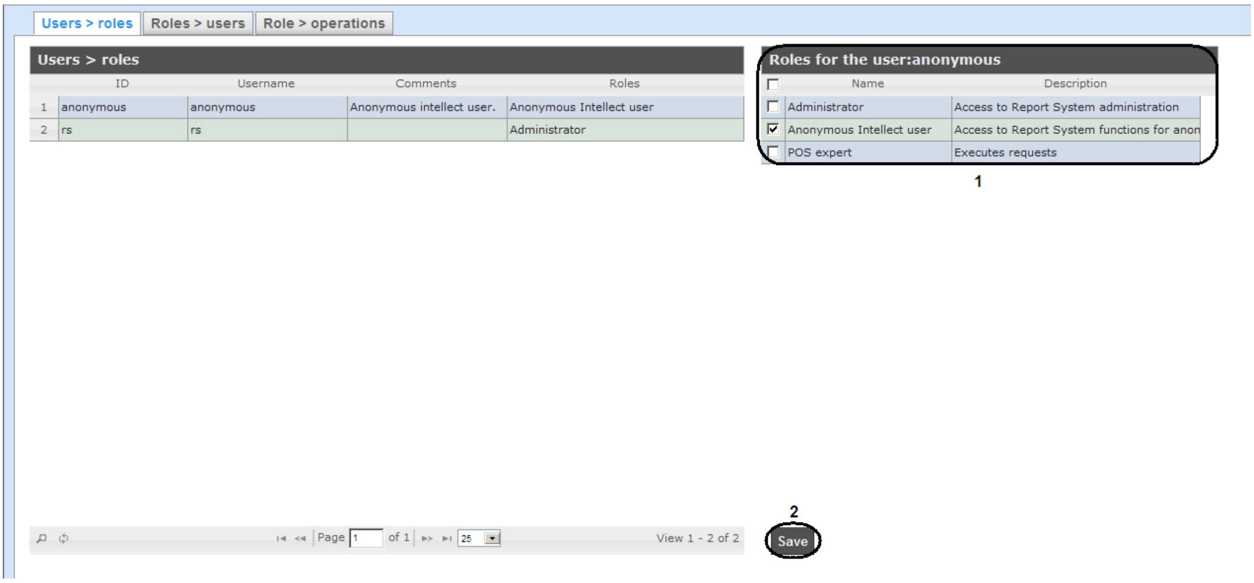
Assigning the roles to the user

In order to assign the roles to the user do the following:

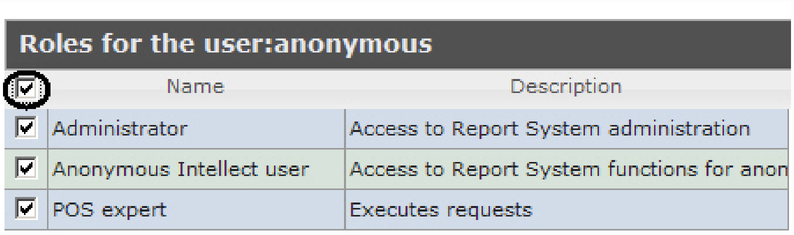
1. Go to the **Users > roles** tab.



2. Left-click the required user.
3. As a result the **Roles for the user: <username>** table is displayed (**1**).



4. On can change the list of roles assigned to the user by setting or deselecting the corresponding checkboxes (**1**).

> **Note.**
> To assign all possible roles to the user set the checkbox in the table head at the **Name** field.
>
> 
>

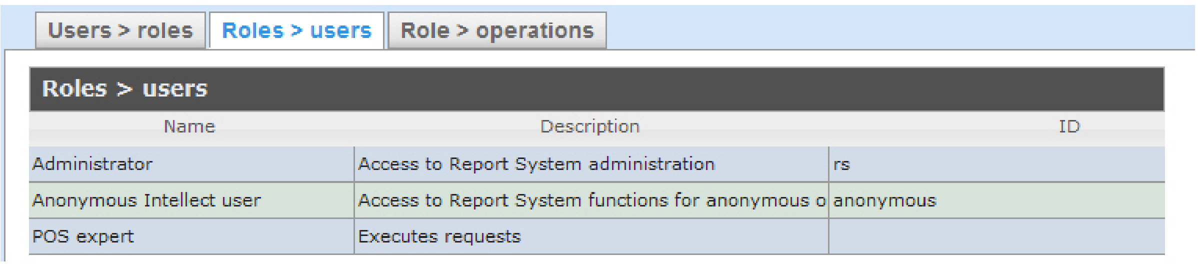
5. Click **Save** (**2**).

Assigning the roles to the user is completed.

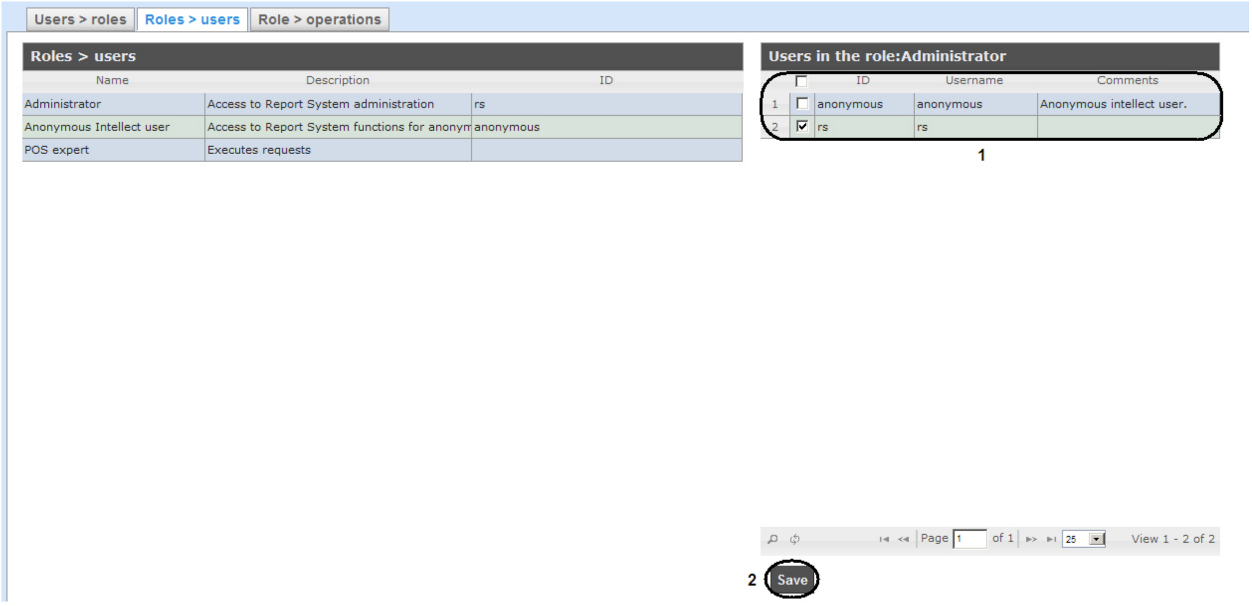
Adding the users to the role

In order to add the users to the role do the following:

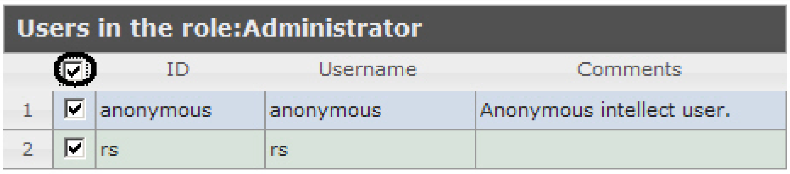
1. Go to the **Roles > users** tab.



2. Left-click the required role.
3. As a result the **Users in the role: <role name>** table is displayed (**1**).



4. On can change the list of users added to the role by setting or deselecting the corresponding checkboxes (**1**).

> **Note.**
> To add all possible users to the role set the checkbox in the table head at the ID field.
>
> 
>

5. Click **Save** (**2**).

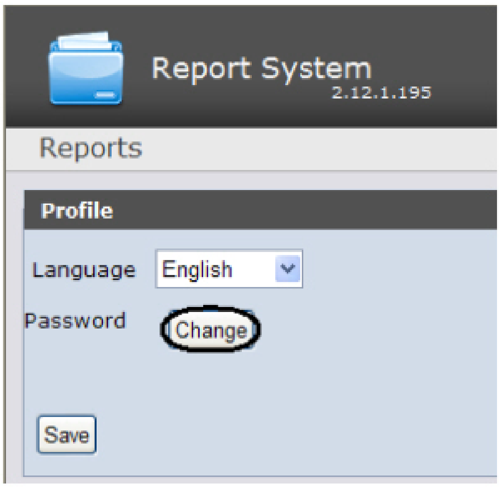
Adding the users to the role is completed.

Change the password

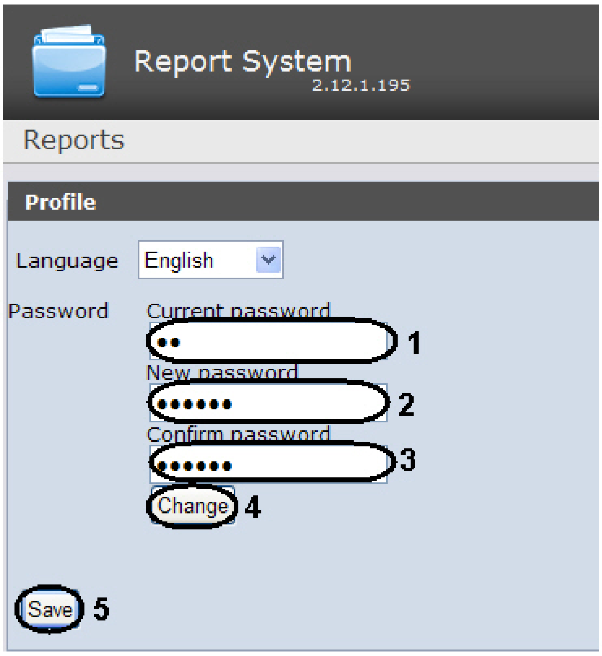
> **Attention!**
> The password can be changed in the **Profile** page only for the **rs** user. The password changing for other users is performed only on the **Users** tab of the *Intellect* software.

To change the password for **rs** user login to the *Intellect Web Report System* subsystem, do the following:

1. Go to the user profile page.



2. In the **Password** field click the **Change** button (**1**).
3. In the **Current password** field enter the current password for login to the *Intellect Web Report System* subsystem (**1**).



4. In the **New password** field enter the new password for login to the *Intellect Web Report System* subsystem (**2**).
5. In the **Confirm password** field enter again the new password (**3**).

> **Attention!**
> The new password should contain at least 6 symbols.

6. Click the **Change** button (**4**).
7. Click the **Save** button to save changes (**5**).

Changing the password for **rs** user login to the *Intellect Web Report System* subsystem is completed.

Setting up Intellect Web Report System operation in the automatic mode

Intellect Web Report System setting up procedure in the automatic mode

Setting up the *Intellect Web Report System* operation in the automatic mode is carried out in the **Scheduler** tab on the administration page.

The following succession is recommended while setting up:

1. In the **Email settings** tab setup the SMTP Server used for sending the auto-generated reports.

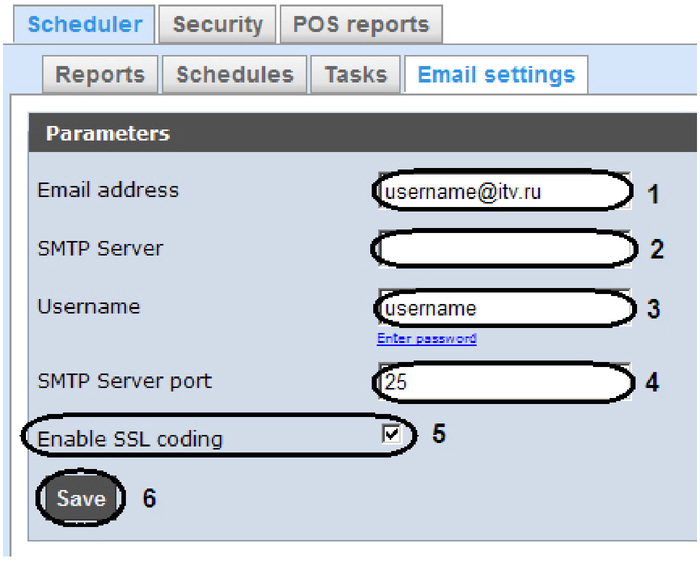
> **Note.**
> This step can be missed if there is no need to send the reports by e-mail in the automatic mode.

2. In the **Reports** tab create the list of auto-generated reports.
3. In the **Schedules** tab setup the schedule of *Intellect Web Report System* operation in the automatic mode.
4. In the **Tasks** tab create the tasks for auto-generating the reports. Start their execution.

SMTP Server setup

In order to set up the SMTP Server do the following:

1. Go to the **Email settings** tab.



2. In the **Email address** field (**1**) type the e-mail address from which the auto-generated reports will be sent.
3. In the **SMTP Server** field (**2**) enter the name of SMTP Server.
4. In the **Username** field (**3**) enter the name of account used for sending the messages to SMTP Server.
5. Specify the password of the account used for sending the messages to SMTP Server. For this click the **Enter password** link. In the box enter the password.

6. In the **SMTP Server port** field (**4**) enter the port number used by SMTP Server.
7. If the SSL coding is required to connect the SMTP Server then set the **Enable SSL coding** checkbox (**5**).
8. Click **Save** (**6**).

SMTP Server setup is completed.

Auto-generated reports setup

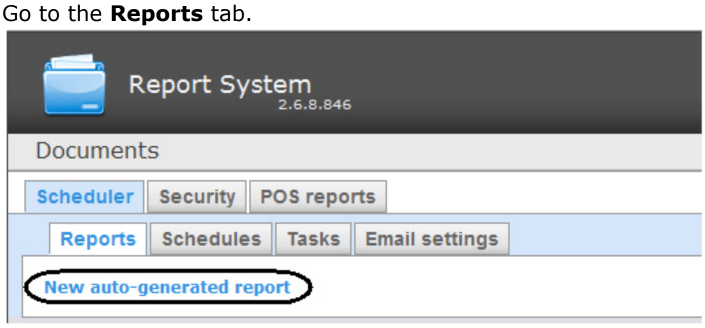
One can assign and setup the reports that will be auto-generated on the schedule.

> **Note.**
> Schedule setup is given in details in Setting up the schedule of operation in the automatic mode . The connection between the report and the schedule element is setup at the final stage when the task is created (see the Setting up the automatically executed tasks chapter).

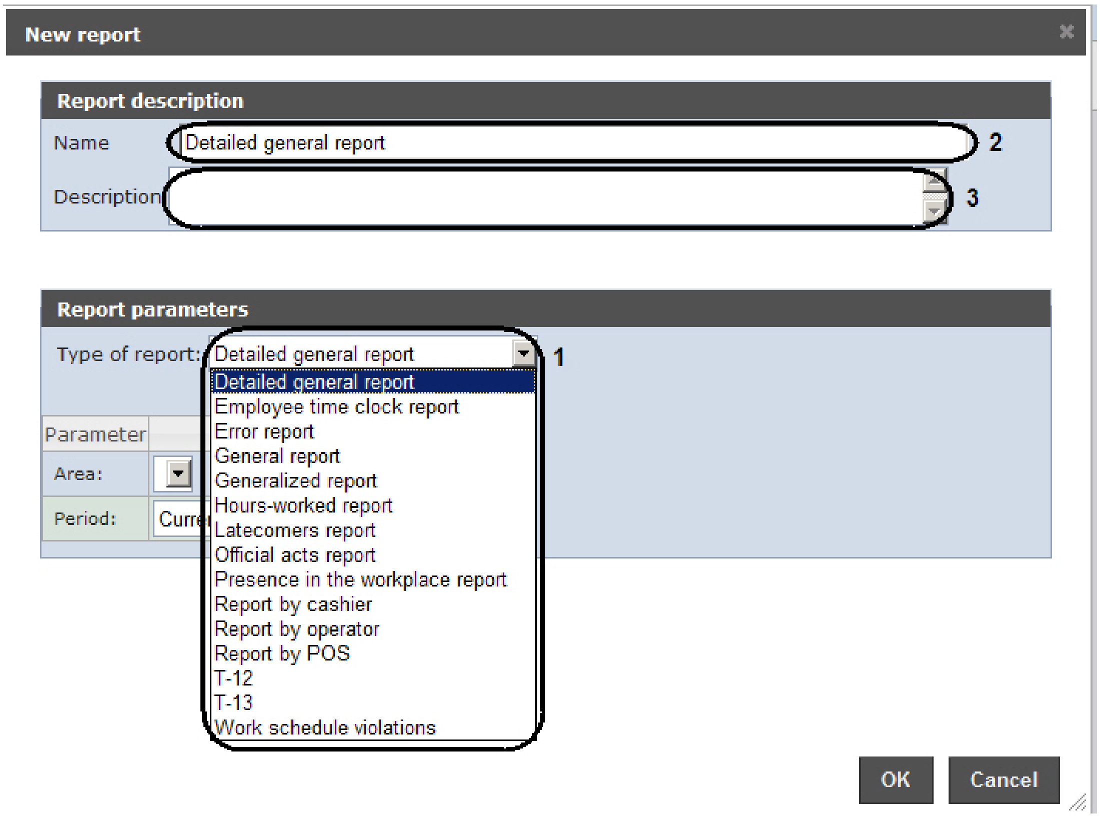
Making the report

In order to make the auto-generated report do the following:

1. Go to the **Reports** tab.



2. Click the **New auto-generated report** link.
3. As a result the **New report** form is displayed.

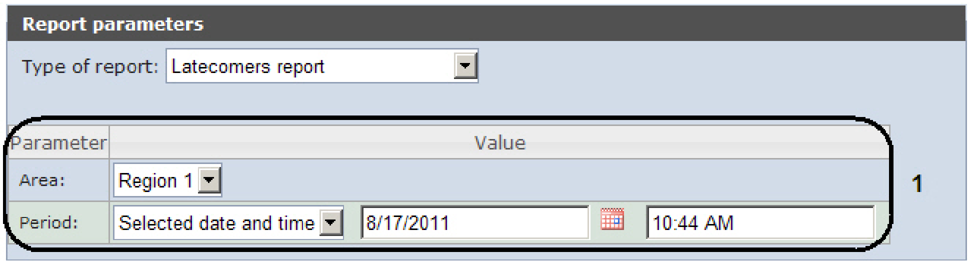


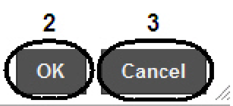
4. In the **Report parameters** group from the **Type of report** list (**1**) select the required type of report.
5. In the **Name** field (**2**) of the **Report description** group the prior report name is displayed automatically. If it is necessary it can be edited.
6. In the **Description** field (**3**) of the **Report description** group enter the description of the report contents.

> **Note.**
> This field does not have to be filled in.

7. Set up the report parameters in the group of the same name (**1**).

> **Note.**
> The parameters are individual for every type of report, the procedure of their setting is clear.





8. In order to save the description and new report parameters click **OK** (**2**).

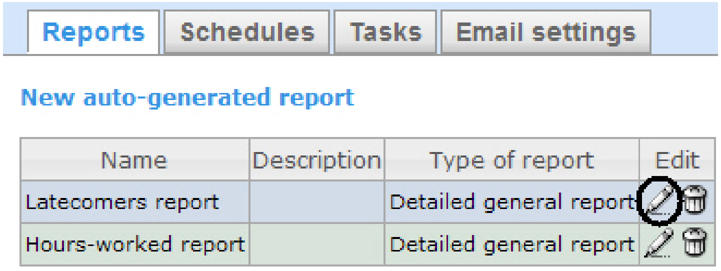
> **Note.**
> In order to cancel making the report click **Cancel** (**3**).

Making the auto-generated report is completed.

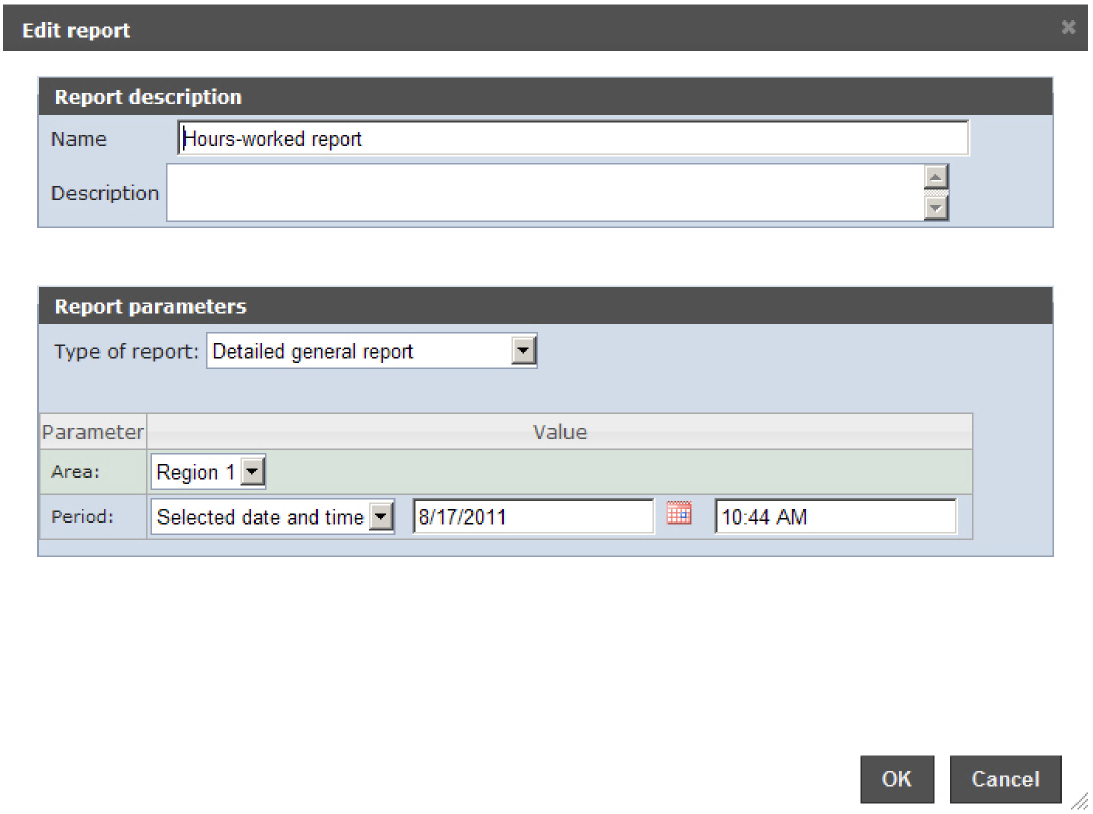
Editing the report

In order to edit the auto-generated report do the following:

1. Go to the **Reports** tab.



2. Click  for the required report in the **Edit** column**.**
3. As a result the **Edit report** form is displayed**.** In this form one should edit the description and report parameters by analogy with the **New report** form (see Making the report section).



4. In order to save the report changes click **OK**.

Note.
In order to cancel the report changes click **Cancel**.

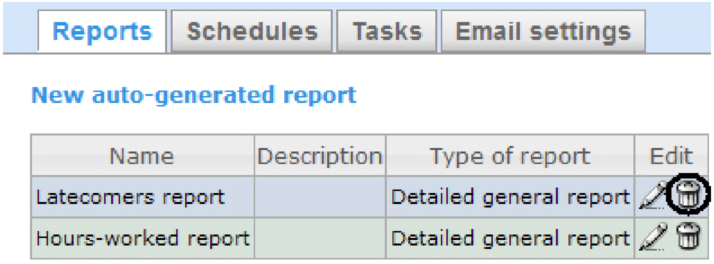
In order to change the language of the auto-generated report select the corresponding language in the profile page of the *rs* user (see User profile page section).

Editing the auto-generated report is completed.

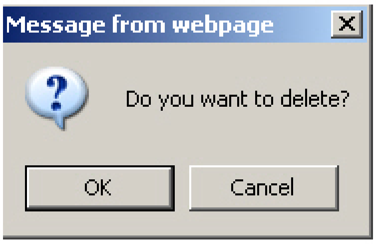
Deleting the report

In order to delete the auto-generated report do the following:

1. Go to the **Reports** tab.



2. Click for the required report in the **Edit** column.
3. In the appeared window confirm the report deleting by clicking **OK.**



Deleting the auto-generated report is completed.

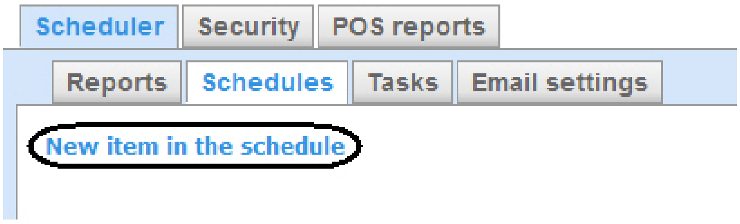
Setting up the schedule of operation in the automatic mode

Setting up the schedule of *Intellect Web Report System* operation in the automatic mode is performed by creating the schedule items. Later on any of created items in the schedule can be used while creating the task that should be executed in the automatic mode (see Setting up the automatically executed tasks section).

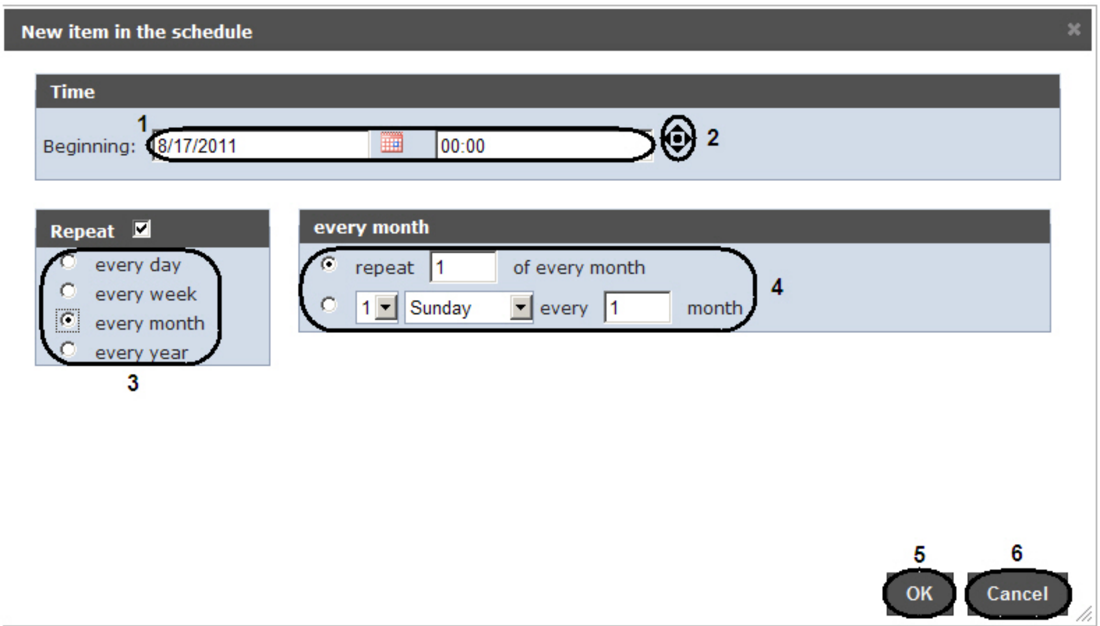
Creating the schedule item

In order to create the schedule item do the following:

1. Go to the **Schedules** tab.



2. Click the **New item in the schedule** link.
3. As a result the **New item in the schedule** form is displayed.



4. In the **Time** group (**1**) enter the instant approaching which the required reports will be generated automatically.

Note.
The selection of required reports will be performed when the tasks are created (see Setting up the automatically executed tasks section).

Note.

In order to set current time it is convenient to use  button (**2**).

5. If the reports should be generated regularly since the specified instant then in the **Repeat** group set the checkbox in the boxes of required generation period (**3**).
6. As a result the tweaking form of strategy for repeating is displayed (**4**). The procedure of filling it in is clear.
7. In order to save the schedule item click **OK** (**5**).

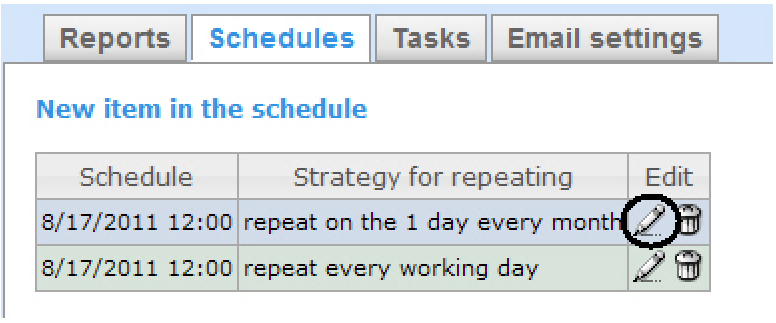
Note.
In order to cancel creating of the schedule item click **Cancel** (**6**).

Creating the schedule item is completed.

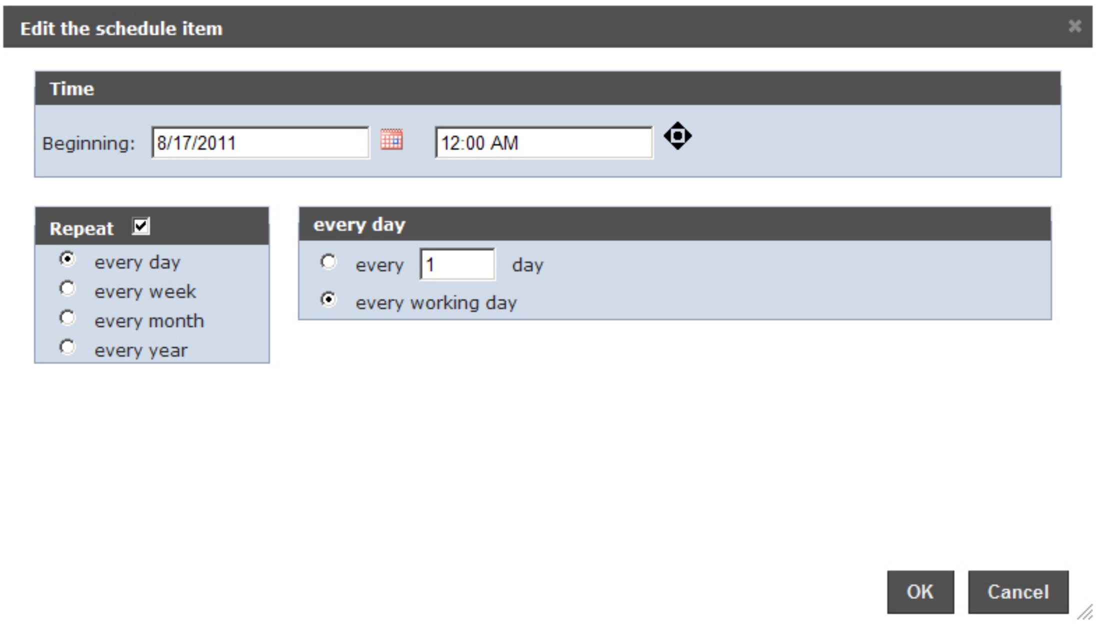
Editing the schedule item

In order to edit the auto-generated report do the following:

1. Go to the **Schedules** tab.



2. Click  for the required schedule item in the **Edit** column**.**
3. As a result the **Edit the schedule item** form is displayed**.** In this form one should edit the schedule item parameters by analogy with the **New item in the schedule** form (see Creating the schedule item section).



4. In order to save the changes in the schedule item click **OK.**

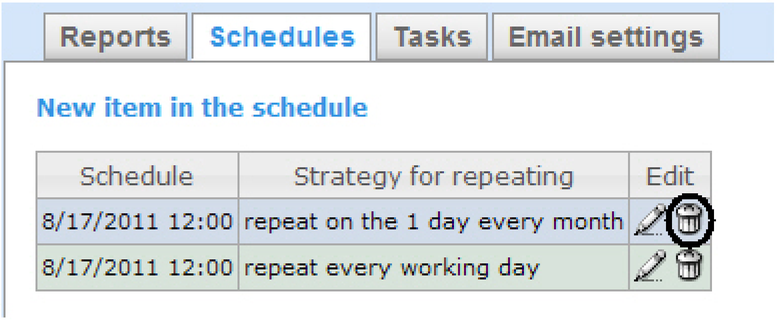
Note.
In order to cancel the changes in the schedule item click **Cancel**.

Editing the schedule item is completed.

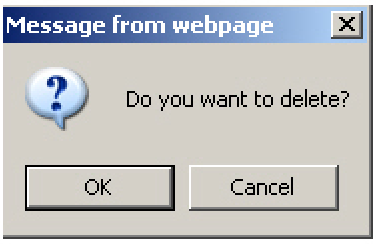
Deleting the schedule item

In order to delete the schedule item do the following:

1. Go to the **Schedules** tab.



2. Click  for the required schedule item in the **Edit** column.
3. In the appeared window confirm the schedule item deleting by clicking **OK.**



Deleting the schedule item is completed.

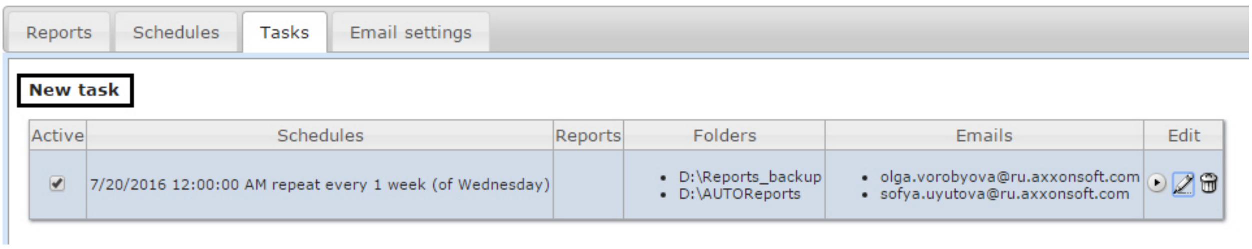
Setting up the automatically executed tasks

If the required reports should be auto-generated according to the specified schedule then it is necessary to create, set up and run a task.

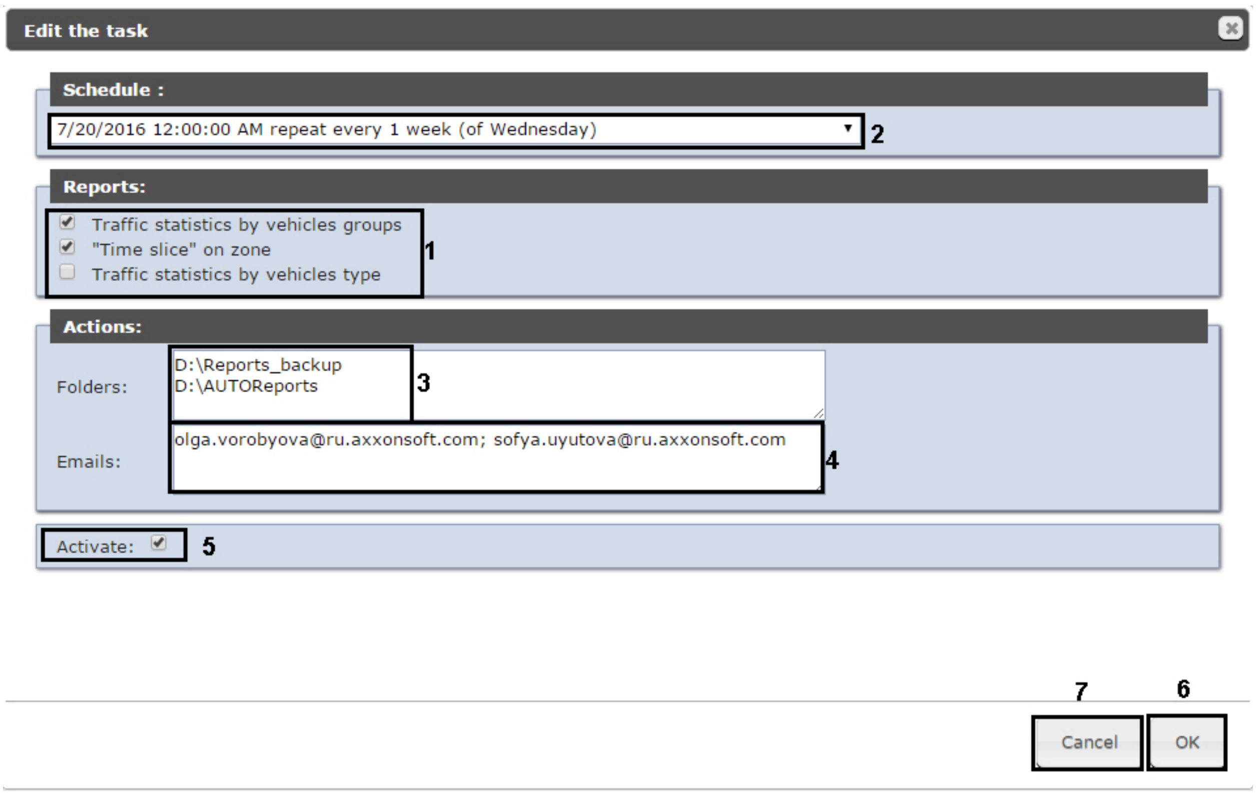
Creating the task

In order to create the auto-executed task do the following:

1. Go to the **Tasks** tab.



2. Click the **New task** link.
3. As a result the **New task** form is displayed.



4. In the **Reports** group (**1**) select the reports that should be auto-generated by setting the checkboxes.
5. From the **Schedule** list (**2**) select the schedule according to which the selected reports should be generated.
6. In the **Actions**group set up at least one action with the reports:
   6.1 In the **Foldres** field (**3**) enter the path for the folders where the generated reports should be stored. Use Enter key as a separator, i.e. there is a certain line for every folder.
   6.2 In the **Emails** field (**4**) enter the email addresses to which the generated reports should be sent. Use ";" sign as a separator.

   Note.
   Generated reports that are sent to emails are PDF and XLS files.

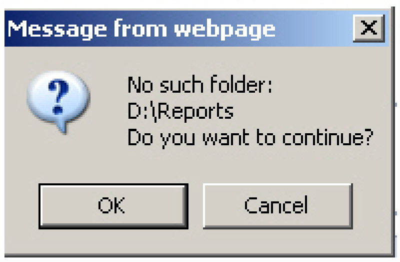
7. In order to run the task execution right after its creation set the **Activate** checkbox (**5**).

   Note.
   Later one can run the task execution at any moment (see the Running and stopping the task execution sec tion).

8. In order to save the task parameters click **OK** (**6**).

Note.
In order to cancel the task creation click Cancel (**7**).

Note.
If there are no folders that are set at 6.1 step then the following message is displayed when the task parameters are saved. In order to auto create folders click OK.



Creating the automatically executed task is completed.

Checking the task execution

One can check the task execution at any time without taking into account the selected schedule. For this do the following:

1. Go to the **Tasks** tab.

2. For the required task click  in the **Edit** column.
3. Reports specified in the task will be generated and saved in the folders and/or sent to the e-mail addresses. If it is not happening one should check whether the actions with reports are set up correctly (see Creating the task section).

Checking the task execution is completed.

Running and stopping the task execution

One can run and stop the task execution without editing them. For this do the following:

1. Go to the **Tasks** tab.

2. In the **Active** column set the checkboxes checked for the tasks that should be run and unchecked for the tasks that should be stopped.

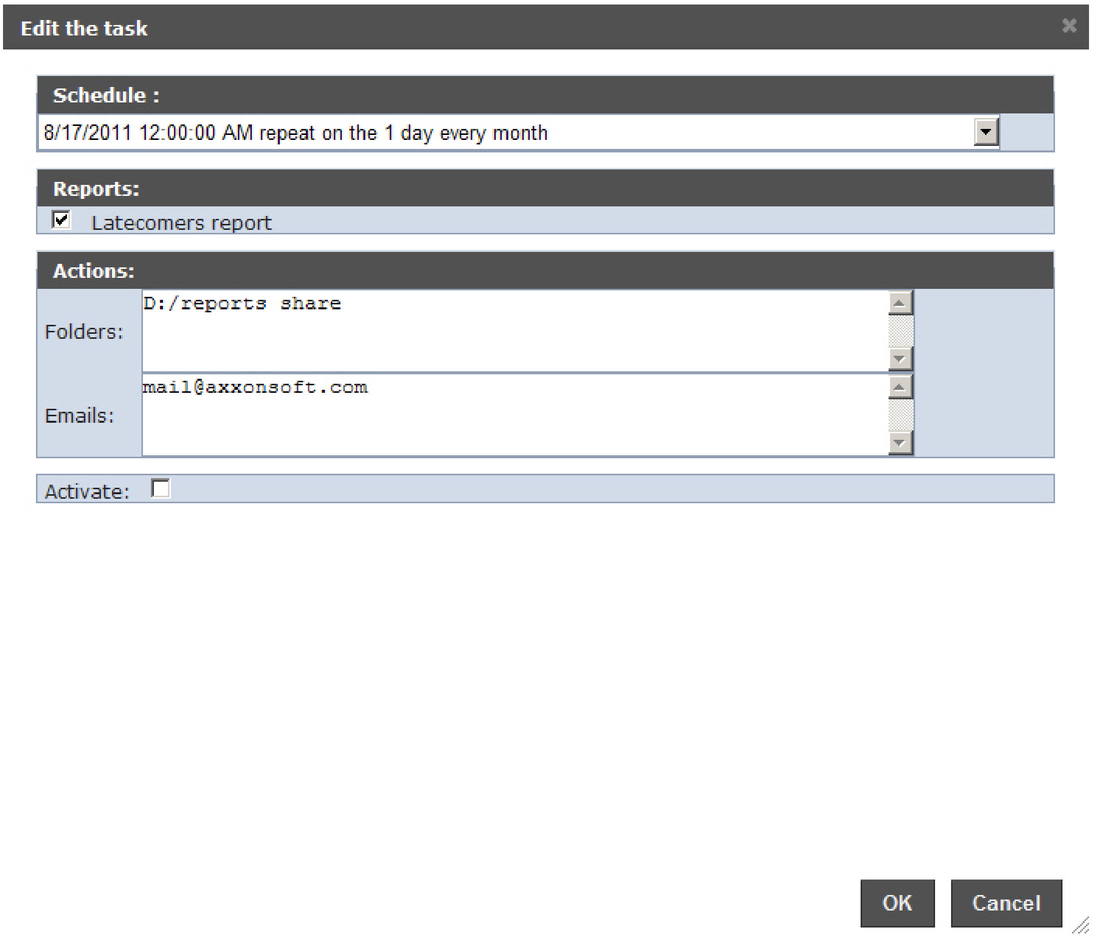
Running or/and stopping the task execution are completed.

Editing the task

In order to edit the auto-executed task do the following:

1. Go to the **Tasks** tab.

2. For the required task click  in the **Edit** column**.**
3. As a result the **Edit the task** form is displayed**.** The task parameters should be changed by analogy with the **New task** form (see Creating the task section).



4. In order to save the changes click **OK.**

> **Note.**
> In order to cancel the changes in the task click **Cancel**.

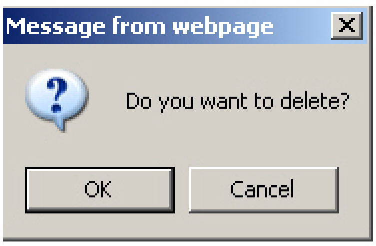
Editing the auto-executed task is completed.

Deleting the task

In order to delete the task do the following:

1. Go to the **Tasks** tab.

2. For the required task click  in the **Edit** column.
3. In the appeared box confirm the task deleting by clicking **OK.**



Deleting the task is completed.

Setting up the POS reports

Setting up the POS reports is performed in the **POS reports** tab on the administration page.

POS reports setup consists of:

1. Creating the list of POS operators.
2. Setting up the statuses of POS events.
3. Setting up the groups of statuses of POS events.

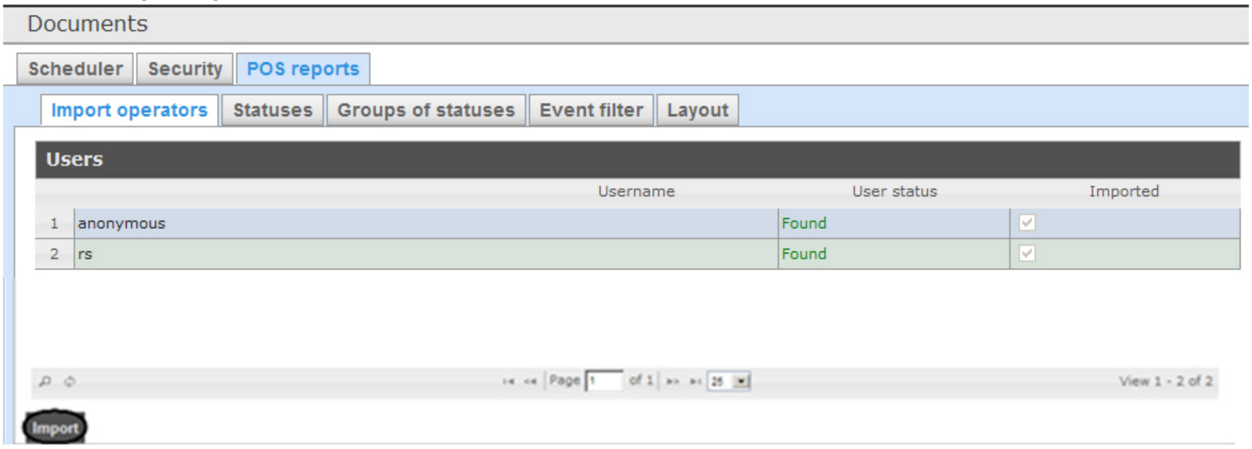
Creating the list of POS operators

The user that is not in the list of POS operators can not change statuses of POS events in reports whether he has the **POS expert** role or not (see Set up the roles and users section).

The list of POS operators is empty by default. In order to fill it in it is necessary to import users from the general list of *Intellect Web Report System* users.

In order to import users do the following:

1. Go to the **Import operators** tab.



2. The list of users registered in *Intellect Web Report System* including those who do not have the rights of POS operator or POS expert, is displayed. If the user is imported into the list of POS operators then there will be the checked checkbox in the **Imported** column.
3. In order to import remaining users click **Import**.

Users import into the list of POS operators is completed.

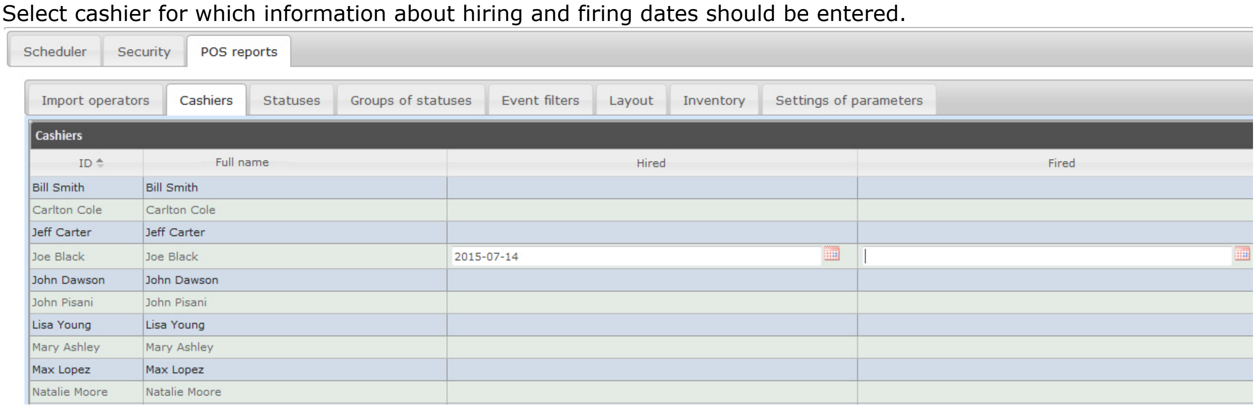
Setting up the cashiers list in the POS reports

The list of all cashieers from the database is displayed in the **Cashiers** tab.

To display only working cashiers in the panel of cashiers report or report by suspicious events it is possible to specify their hiring and firing dates. In this case fired cashiers won't be able to select while report creating.

In order to specify hiring and firing dates, do the following:

1. Go to the **Cashiers** tab.
2. Select cashier for which information about hiring and firing dates should be entered.



3. Specify date of hiring using the **Calendar** tool in the area (**1**).
4. Specify date of firing using the **Calendar** tool in the area (**2**).

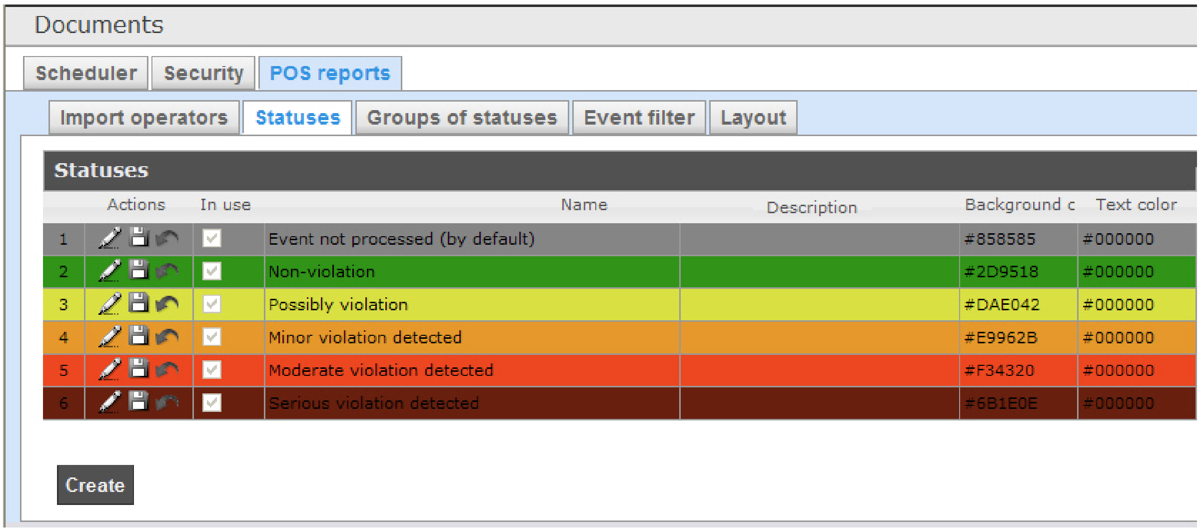
Setting up the statuses of POS events

Every POS event has the status. By default all POS events have the **Event not processed** status. In order to change this status POS operator should be added to the **POS expert** role.

> **Note.**
> This role allows changing the statuses of events repeatedly.

The following statuses processed by the operator of POS events are already registered in *Intellect Web Report System*:

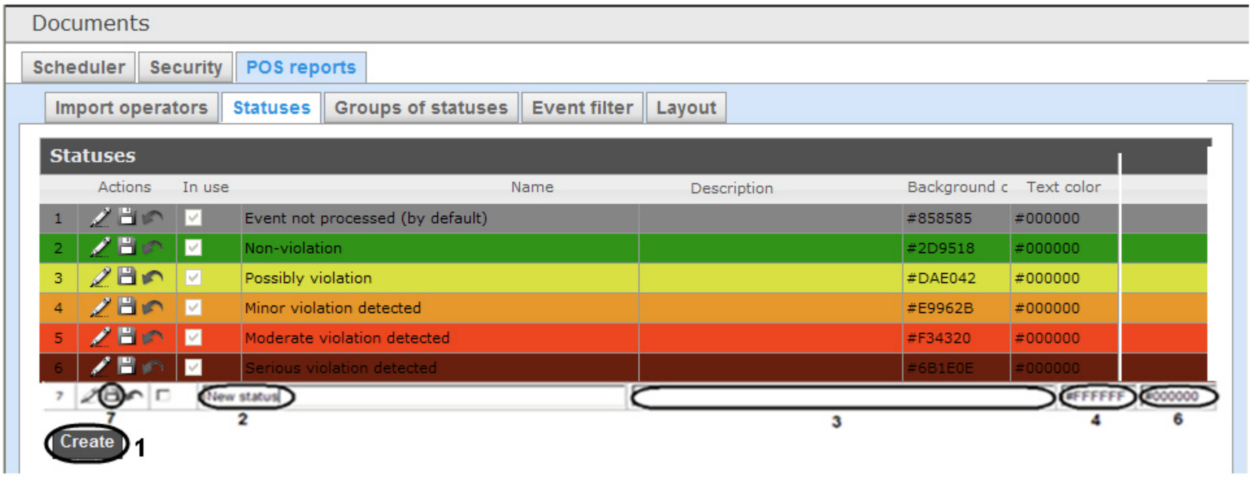
1. Non- violation.
2. Possibly violation.
3. Minor violation detected.
4. Moderate violation detected.
5. Serious violation detected.



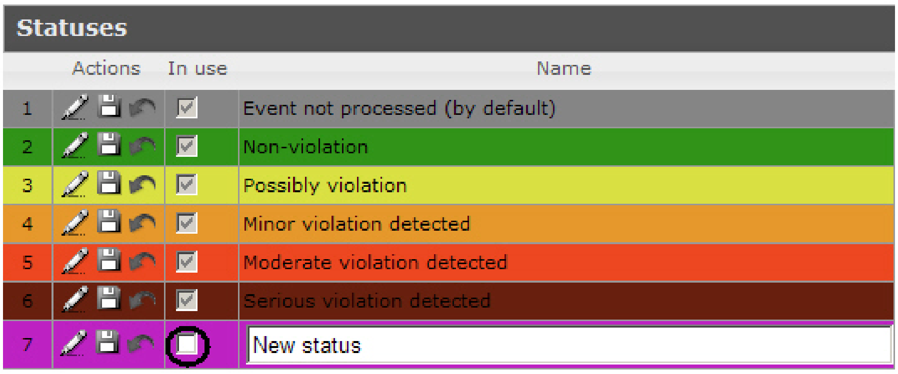
One can create user statuses and edit all existing ones.

Creating the user status

In order to create the user status do the following:

1. Go to the **Statuses** tab.


2. Click **Create** (**1**).
3. As a result a new line is added to the **Statuses** table.
4. In the **Name** field (**2**) enter a status name.
5. In the **Description** field (**3**) enter a short status description.
6. Set a color in which the line with event when it is moved to the created status will be colored. For this enter HTML color code in the **Background color** field (**4**) or use a color selection window.
   In the latter case left-click in the **Background color** field (**4**) and set the necessary color in the appeared window (**5**). For setting a color one can use both a color palette and RGB/HSB/HTML codes. In order to apply a color to a status and close a color selection window click  .
7. By analogy with the step 6 set a color in which the text of event when it is moved to the created status will be colored (**6**).
8. If it is necessary to use the status after its creation then set the checkbox checked in the **In use** column.



> **Note.**
> One can both activate and deactivate the status afterwards when it is edited (see Editing the status section).

9. In order to save the status click  (**7**) in the **Actions** column.

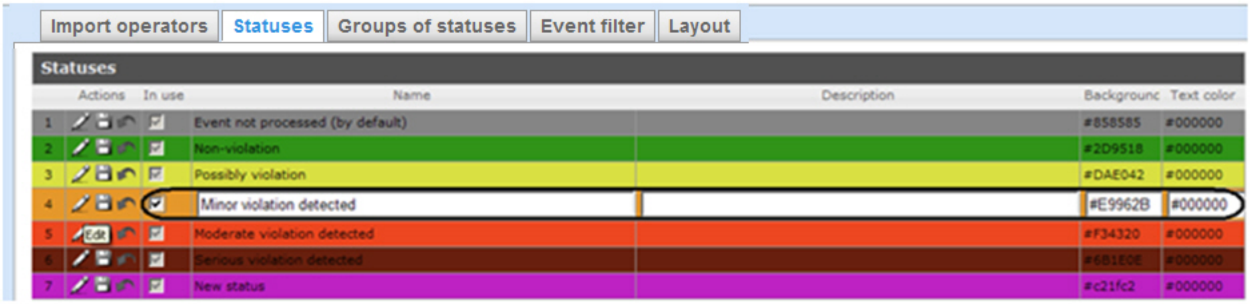
> **Note.**
>
> In order to cancel the status creation click  in the same column.

User status creating is completed.

Editing the status

In order to edit a status do the following:

1. Go to the **Statuses** tab.



2. Click  for a required status in the **Actions** column.
3. As a result it will be possible to edit a status. The editing procedure of any status is similar to creating the user status (see Creating the user status section).
4. In order to save the status changes click  in the **Actions** column.

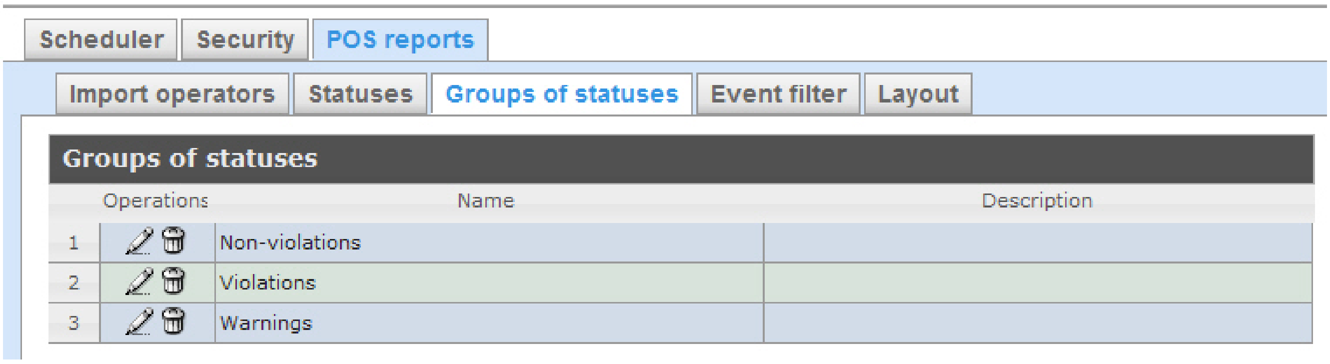
> **Note.**
>
> In order to cancel the changes in the status click  in the same column.

Status editing is completed.

Setting up the groups of statuses of POS events

One can group statuses of POS events on the basis of one or another feature to make *Intellect Web Report System* more convenient to use. Created groups are used for making reports.

Setting up the groups of statuses of POS events is carried out in the **Groups of statuses** tab.



By default three groups of statuses of POS events are already created in *Intellect Web Report System*.

Groups of statuses of POS events are presented in the following table.

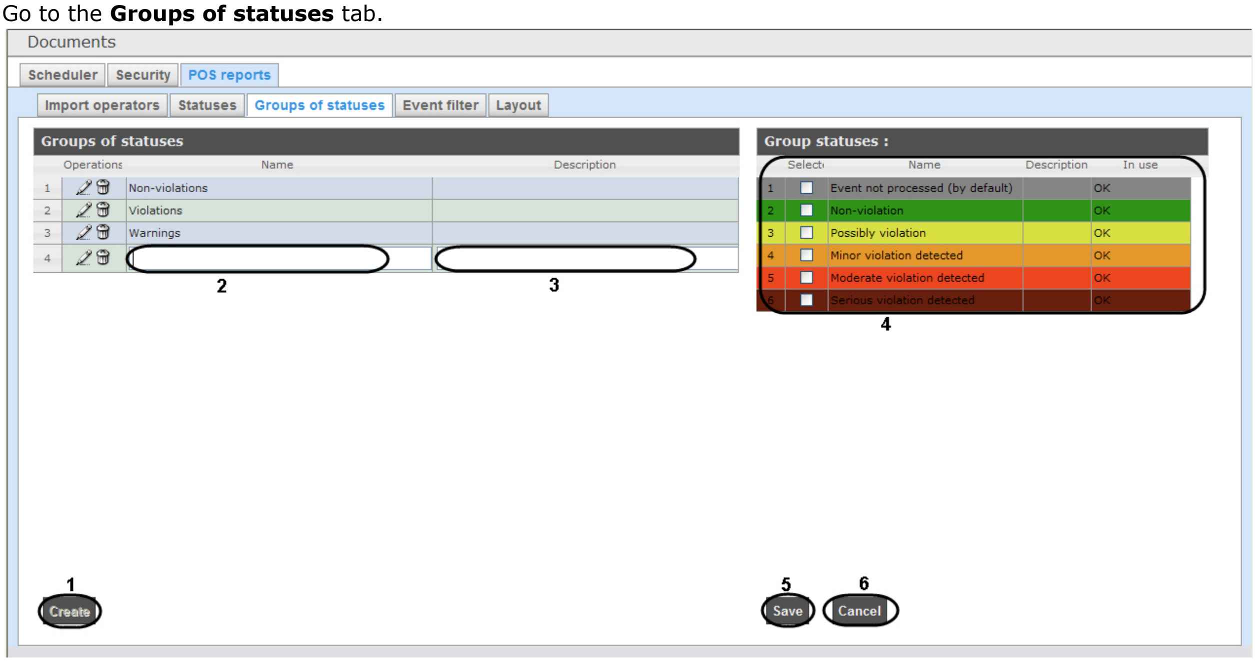
Group of statuses	Statuses
Non-violations	Non-violation
Violations	Minor violation detected
	Moderate violation detected
	Serious violation detected
Warnings	Event not processed
	Possibly violation

One can create other groups and also edit and delete the existing ones.

Creating a group of statuses

In order to create a group of statuses do the following:

1. Go to the **Groups of statuses** tab.



2. Click **Create** (**1**).
3. As a result a new line is added to the **Groups of statuses**table. Fill in its fields:
   3.1 In the **Name** field enter the name of a new group of statuses (**2**).
   3.2 In the **Description** field enter a short description of a group of statuses (**3**).

> **Note.**
> This field is optional for filling in.

4. In the **Selected** column of the **Group statuses** table (**4**) set checkboxes checked for those statuses that should be added to the group.

Note.
One should make sure that these statuses are in use (in the **In use** field there is **OK**). Otherwise the statuses will be ignored while making a report by group.

5. In order to save parameters of a new group of statuses click **Save** (**5**).

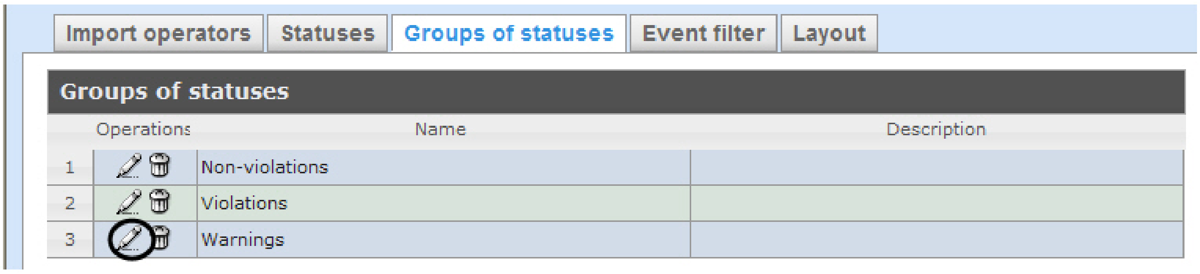
Note.
In order to cancel the creating a new group of statuses click **Cancel** (**6**).

Creating a new group of statuses is completed.

Editing a group of statuses

In order to edit a group of statuses do the following:

1. Go to the **Groups of statuses** tab.



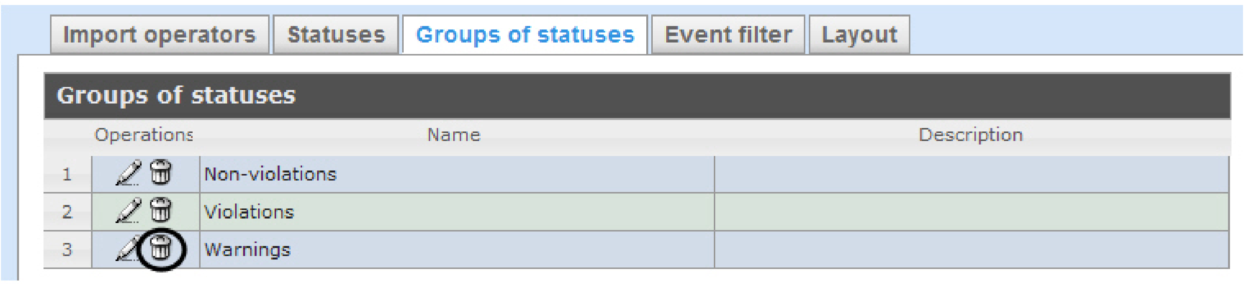
2. For the required group of statuses click  in the **Operations** column.
3. As a result it will be possible to edit all parameters of a group of statuses. One can edit the group of statuses by analogy with its creation (see Creating a group of statuses section).

Editing a group of statuses is completed.

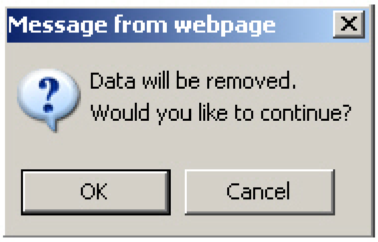
Deleting a group of statuses

In order to delete a group of statuses do the following:

1. Go to the **Groups of statuses** tab.



2. For the required group of statuses click  in the **Operations** column.
3. In the appeared window confirm deleting a group of statuses by clicking **OK**.

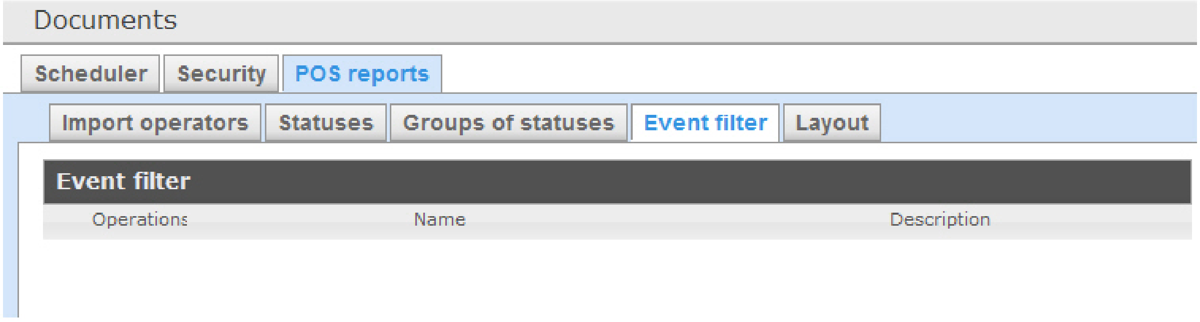


Deleting a group of statuses is completed.

Setting up the filter of events

One can create filters of function events and make general reports by these filters.

Setting up the event filters is carried out in the **Event filter** tab.



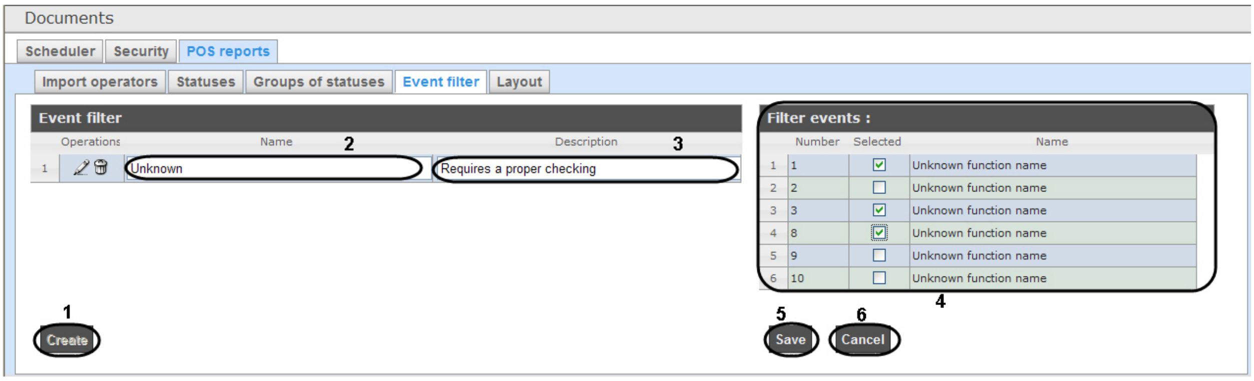
By default none filters are created in *Intellect Web Report System*.

One can create event filters and also edit and delete them.

Creating a filter of events

In order to create a filter of events do the following:

1. Go to the **Event filter** tab.



2. Click **Create** (**1**).
3. As a result a new line is added to the **Event filter**table. Fill in its fields:
   3.1 In the **Name** field enter the name of a new filter of events (**2**).
   3.2 In the **Description** field enter a short description of a filter of events (**3**).

   > **Note.**
   > This field is optional for filling in.

4. In the **Selected** column of the **Event filter** table (**4**) set checkboxes checked for those events that should be added to the filter.
5. In order to save parameters of a new filter of events click **Save** (**5**).

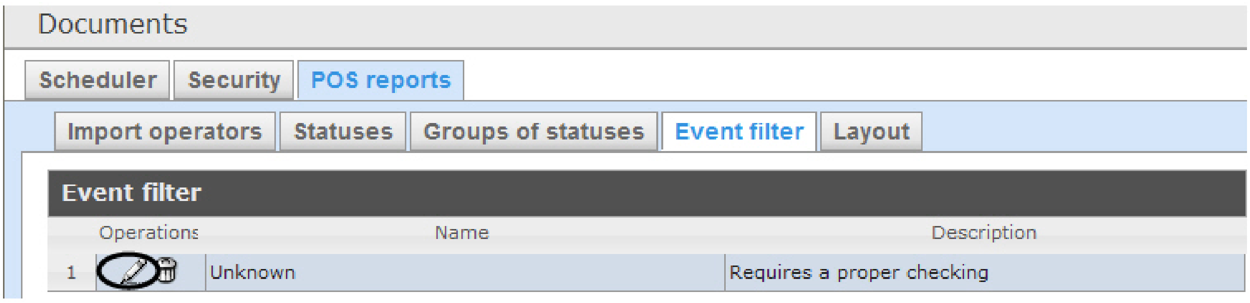
> **Note.**
> In order to cancel the creating a new filter of events click **Cancel** (**6**).

Creating a new filter of events is completed.

Editing a filter of events

In order to edit a filter of events do the following:

1. Go to the **Event filter** tab.



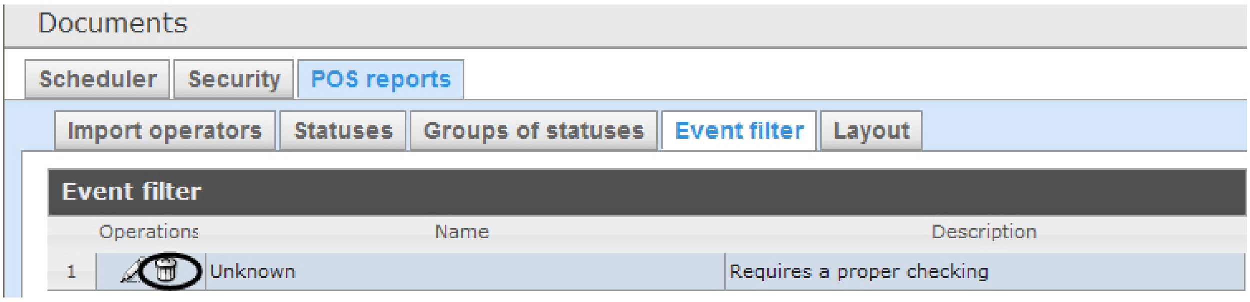
2. For the required filter of events click  in the **Operations** column.
3. As a result it will be possible to edit all parameters of a filter of events. One can edit the filter of events by analogy with its creation (see Creating a filter of events section).

Editing a filter of events is completed.

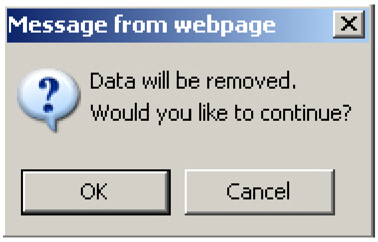
Deleting a filter of events

In order to delete a filter of events do the following:

1. Go to the **Event filter** tab.



2. For the required filter of events click  in the **Operations** column.
3. In the appeared window confirm deleting a filter of events by clicking **OK**.

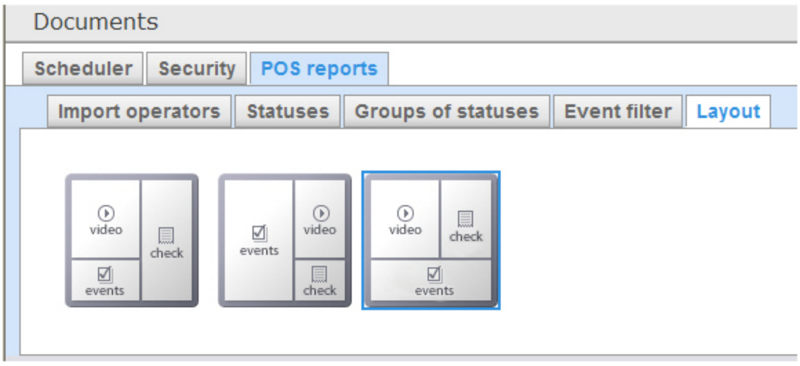


Deleting a filter of events is completed.

Selecting layouts in POS reports

One can select the layout of POS reports to make *Intellect Web Report System* more convenient to use.

Selecting the layouts POS events is carried out in the **Layout** tab.

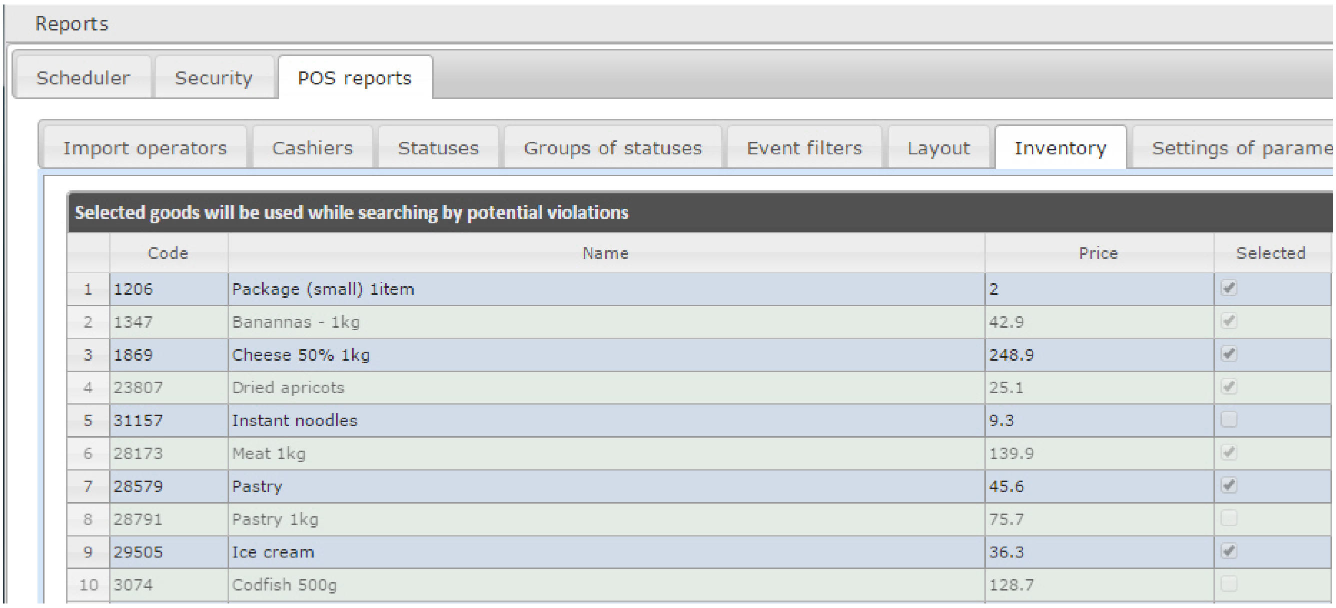


By default three layouts of POS reports are already created in *Intellect Web Report System*.

Select the needed layout by clicking the left mouse button.

Selecting items for report creating

Selecting items by which the report by suspicious events is created is performed in the **Inventory** tab.

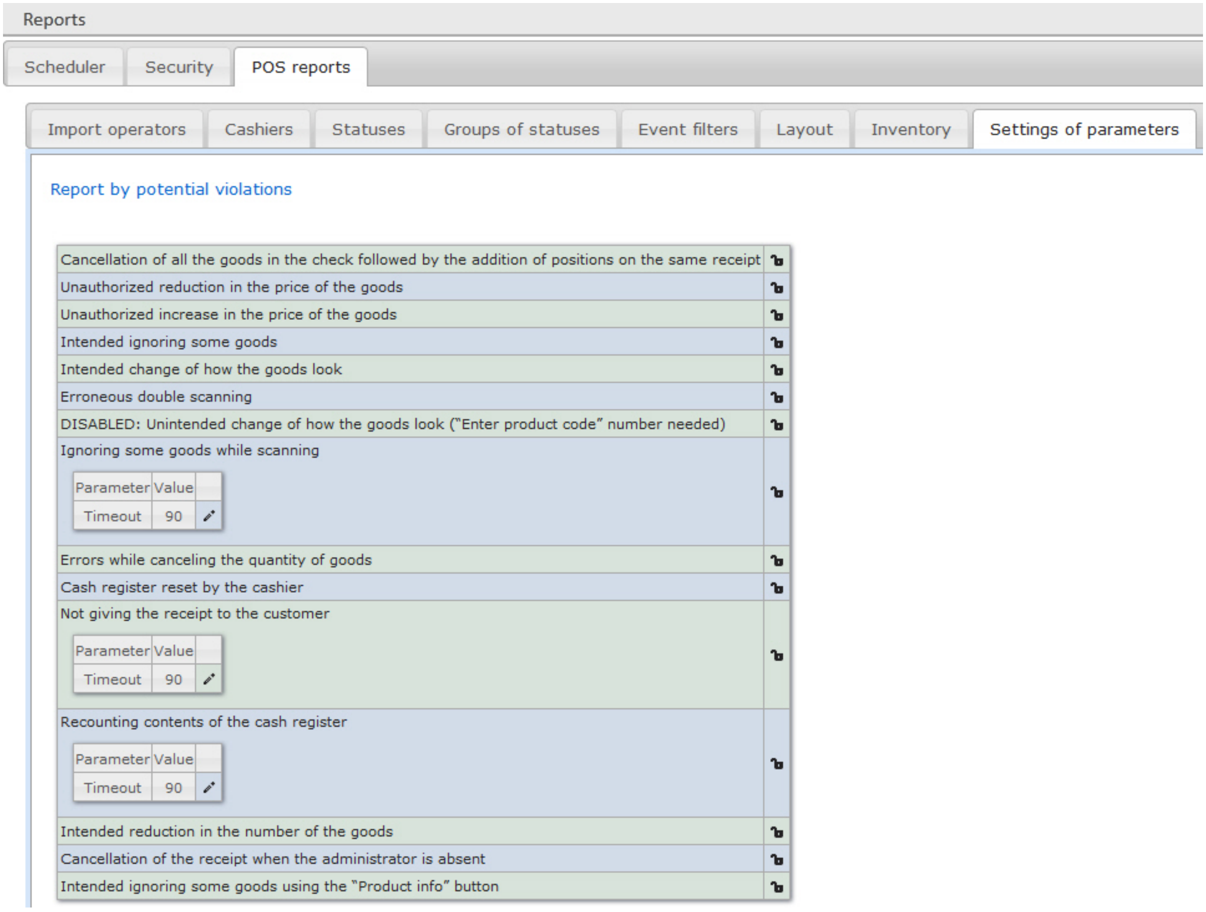


	Code	Name	Price	Selected
1	1206	Package (small) 1item	2	✓
2	1347	Banannas - 1kg	42.9	✓
3	1869	Cheese 50% 1kg	248.9	✓
4	23807	Dried apricots	25.1	✓
5	31157	Instant noodles	9.3	
6	28173	Meat 1kg	139.9	✓
7	28579	Pastry	45.6	✓
8	28791	Pastry 1kg	75.7	
9	29505	Ice cream	36.3	✓
10	3074	Codfish 500g	128.7	

Set a checkbox close to the required name to select this item.

Setting up parameters of report by potential violations

Setting up parameters of report by potential violations is performed on the **Settings of parameters** tab.



Click the  sign close to the corresponding violation to disable it for selecting while creating the report by potential violations.

> **Note.**
> Report by **Unintended change of how the goods look** violation type is not available to create. To enable this violation type refer to the technical support department of the *AxxonSoft* company.

Setting up the Visitors behavior reports

It is possible to create *Visitors behavior reports* in the *Intellect Web Report System* the following ways:

1. Locally – working of heat map detections and creating the visitors behavior reports are performed on the same computer.
2. Centrally – data from remote heat map detections received on the general server on which the visitor behavior reports are created.

Detailed information about ways of creating the visitor behavior reports is presented in the Installing required program modules to create Visitors behavior analysis reports of the Analytics Pack subsystem. User Guide document.

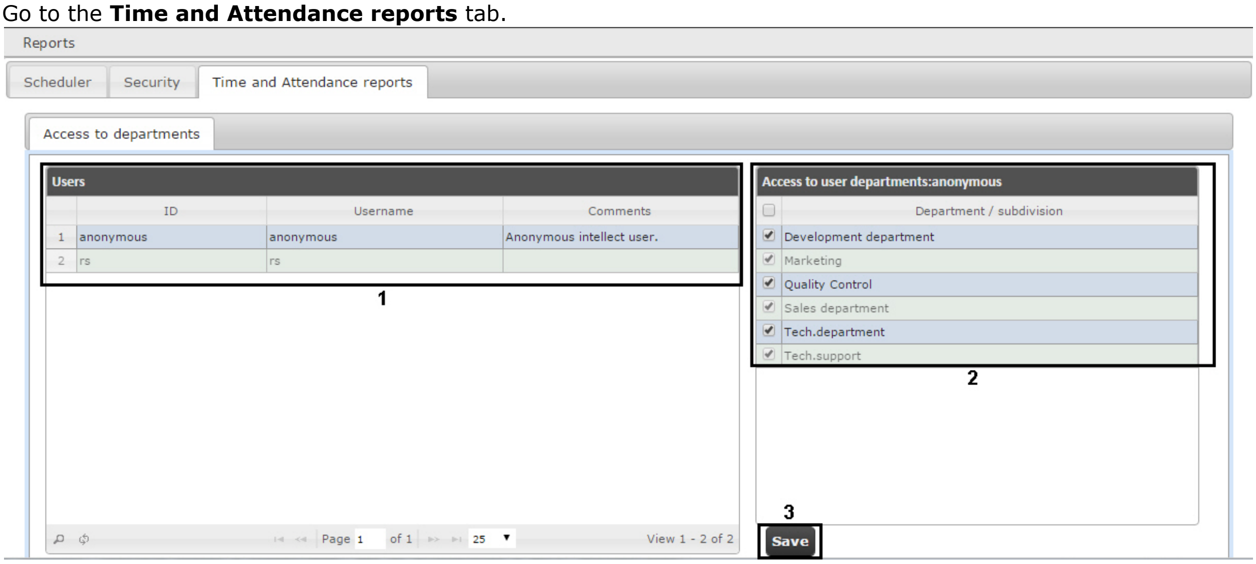
Setting up the Time and Attendance reports

Setting up the Time and Attendance reports is performed in the **Time and Attendance reports** tab on the administration page.

Time and Attendance reports setup consists of configuring user access to departments.

To configure user access to departments do the following:

1. Go to the **Time and Attendance reports** tab.



2. In the **Users** table select user for which access is to be configured (**1**).
3. The list of available departments for the selected user is displayed in the **Access to user department** table (**2**).

> **Note.**
> Only departments selected while configuring the *Time and Attendance* program module display in the **Acce ss to user department** table

4. Set checkboxes close to departments to which access will be allowed for the selected user.
5. Click the **Save** button (**3**).
6. Repeat steps 2-5 for all users.

Configuring of user access to departments is completed.

Working with Intellect Web Report System

Working with *Intellect Web Report System* is performed on the document page (see Intellect Web Report System interface section).

Opportunities of the *Intellect Web Report System* are described in the Purpose of Intellect Web Report System section.

Working with POS reports

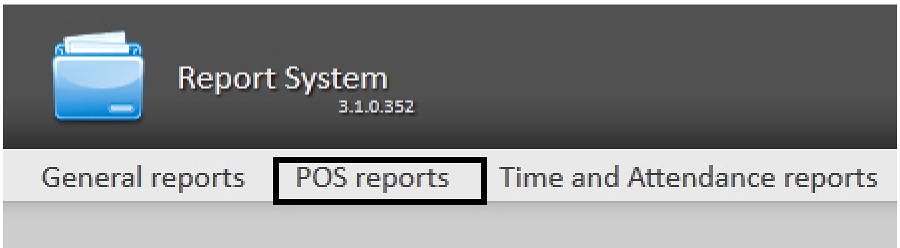
POS reports are created by the local database of the *Intellect* software package, but it is also possible to use data from remote servers. Configuration of database replication is needed (see *POS-Intellect Software Package. Administrator's guide* document*, Configuring the POS-replicator system object* section).

Working with POS reports starts with selection of summary report type.

General reports

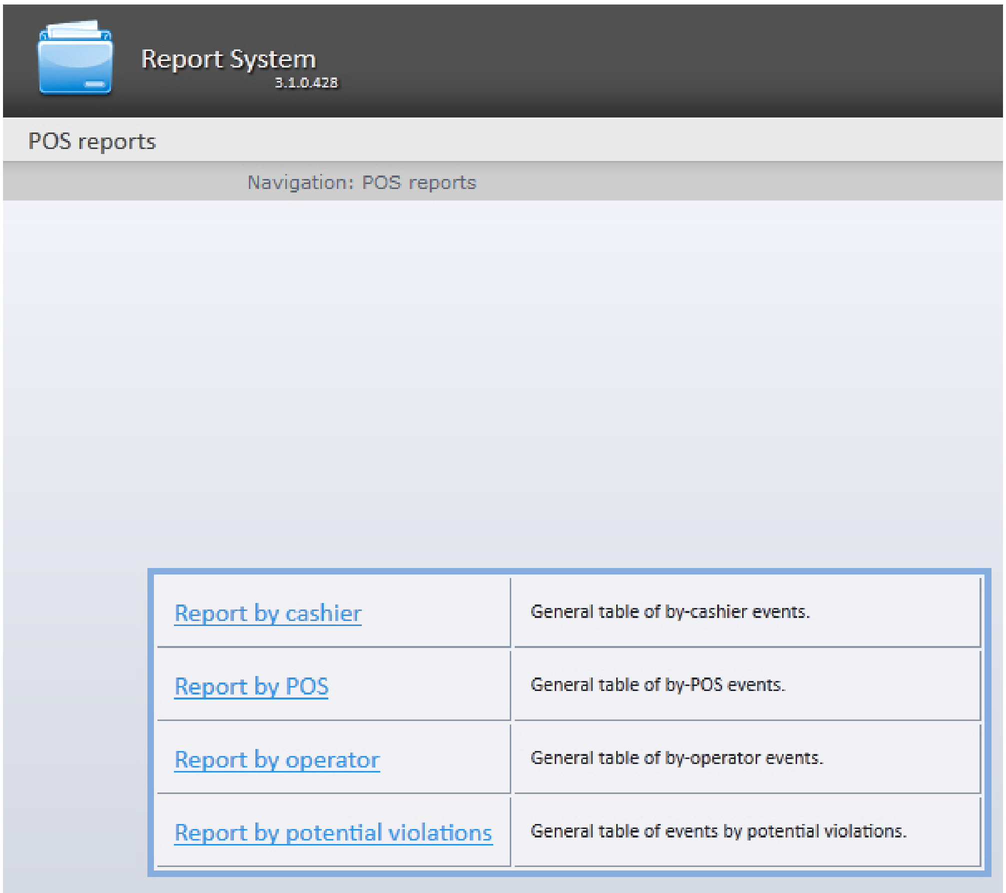
Selecting a type of general POS report

In order to select type of general POS report click **POS reports** in the menu of reports.



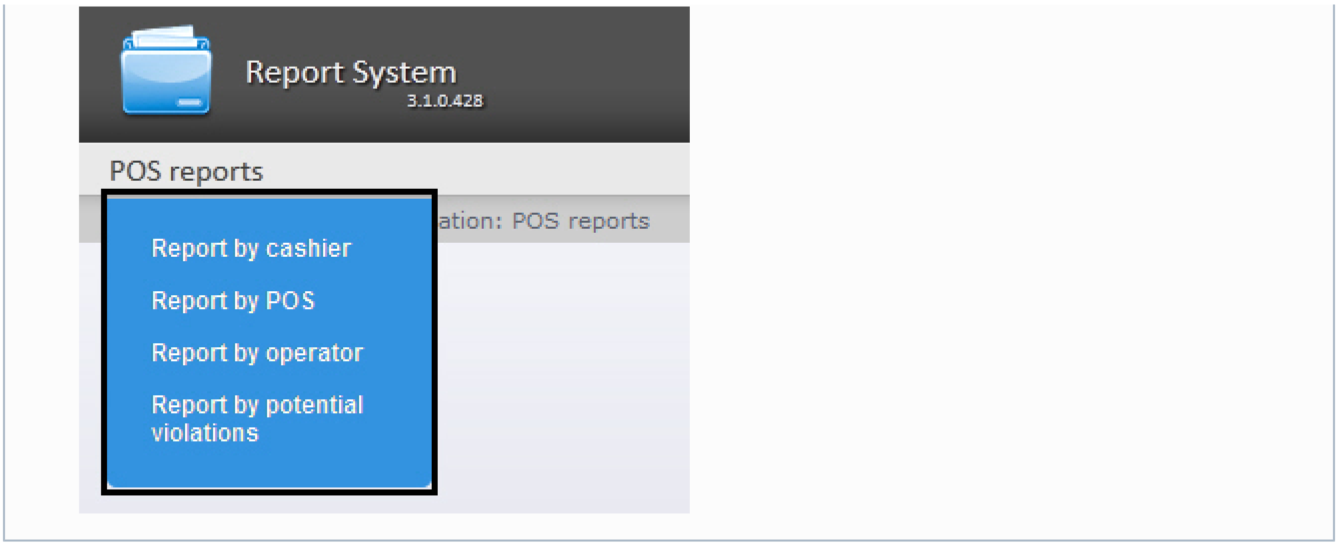
As a result the list of available general POS reports (with a short description of each one) is displayed:

1. Report by cashier is a general table of by cashier-events;
2. Report by POS is a general table of by POS-events;
3. Report by operator is a general table of by operator-events;
4. Report by potential violations is a general table by potential violations.



In order to switch to the required report click the corresponding link.

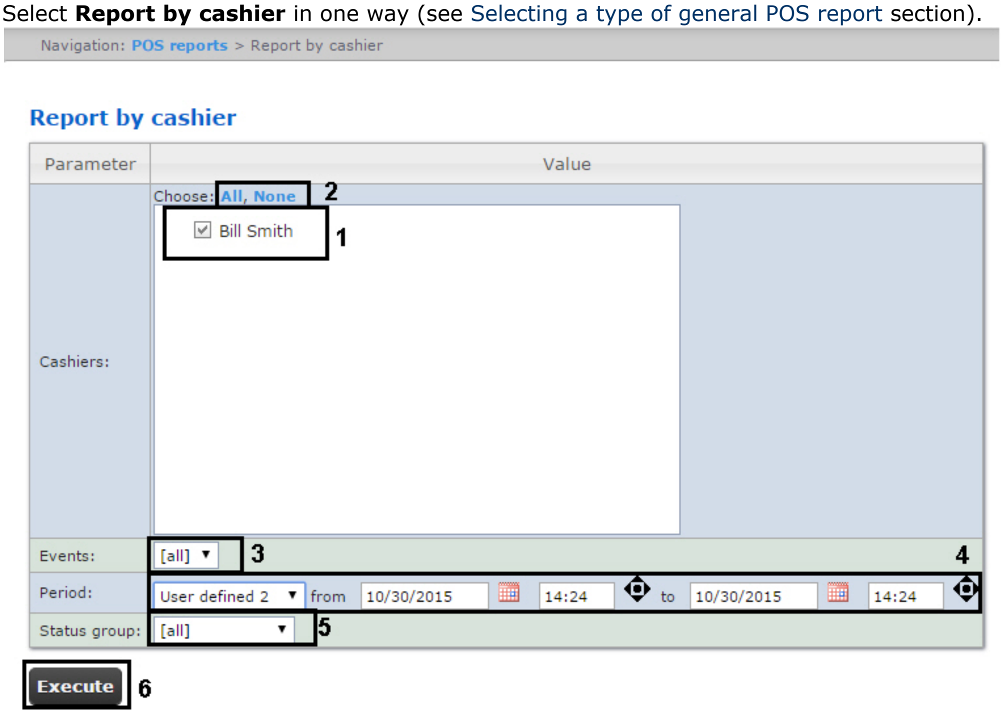
Note.
The list of links for switching to general POS reports is also available when hovering over a link to **POS reports** in the reports menu.



Report by cashier

In order to display a report by cashier do the following:

1. Select **Report by cashier** in one way (see Selecting a type of general POS report section).

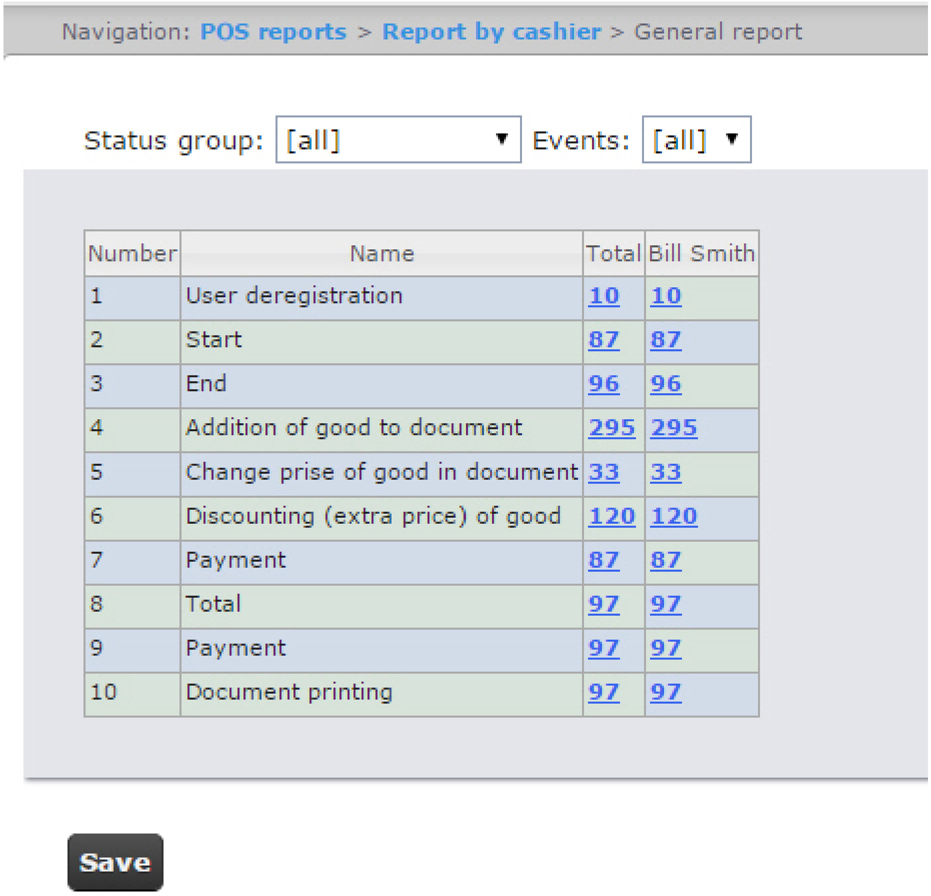


2. Select cashiers by whom it is necessary to display a report by setting corresponding checkboxes checked in the list (**1**).

   > **Note.**
   > In order to set checkboxes checked in every item of the list click **All**, to set all checkboxes unchecked click **None** (**2**).

3. Specify a filter of those events that should be displayed in a report (**3**). If **All** is selected then filter of events is not considered and report is created by all events.
4. Specify the period in the following way:
   a. From the **Period:** drop-down list select the time period for which the report is to be created (**4**).
   b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the button near the corresponding field to use the **Calendar** tool.
   c. If the **User defined 2** period is selected, enter additionally the time of start and end periods for which the report is to be created using the button.
   If another period type is selected, specifying the date of start and end periods is not needed.
5. Specify a group of statuses of those events that should be displayed in a report (**4**). If **All** is selected then all POS reports are displayed regardless of their status.
6. Click **Execute** (**6**).

As a result a general table of by-cashier events (according to the parameters) is displayed. In the **Total** column the total amount of events is displayed by their type. In the column called by cashier name the amount of events registered for this cashier is displayed by their type.



Number	Name	Total	Bill Smith
1	User deregistration	10	10
2	Start	87	87
3	End	96	96
4	Addition of good to document	295	295
5	Change prise of good in document	33	33
6	Discounting (extra price) of good	120	120
7	Payment	87	87
8	Total	97	97
9	Payment	97	97
10	Document printing	97	97

In order to save a general report by cashier in.xls format click **Save**.

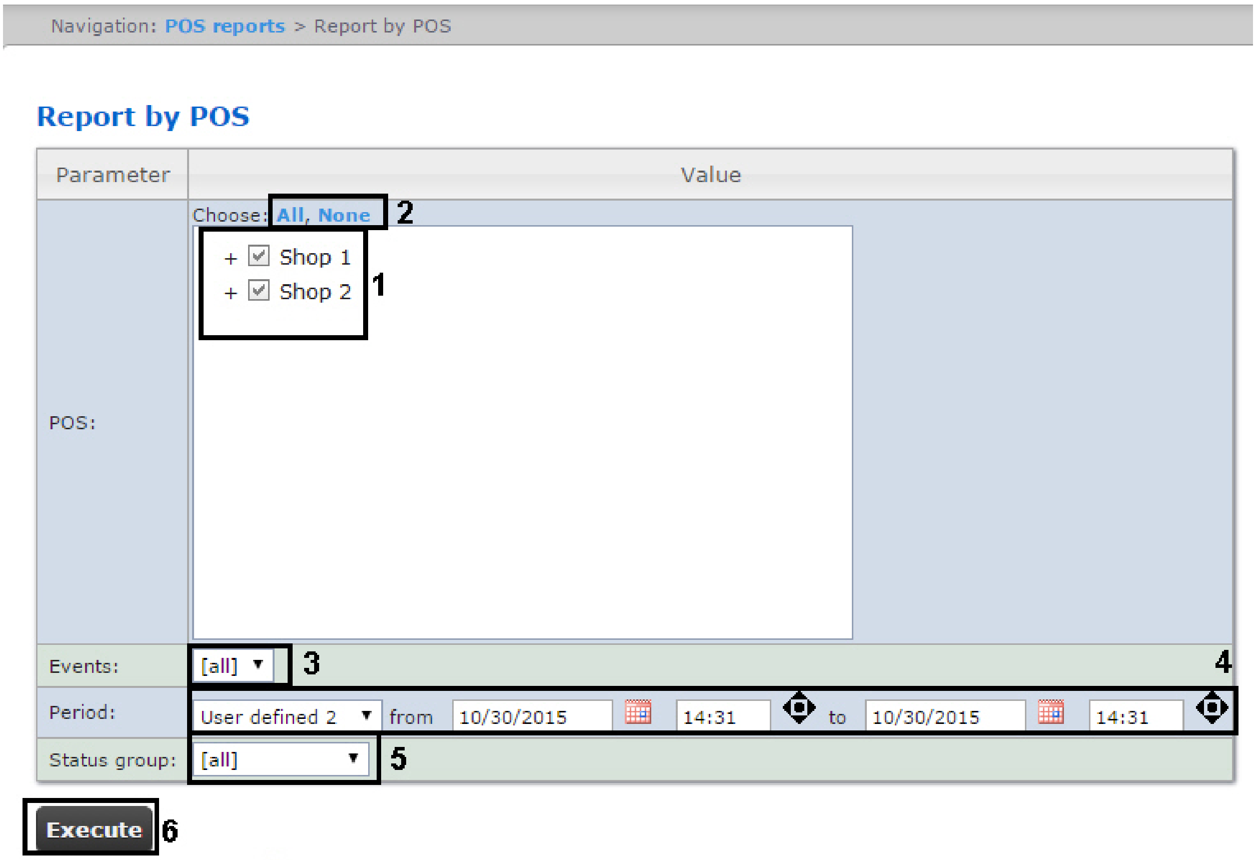
Report by POS terminal

Attention!
In order to create reports by POS terminal the **Shop** objects are to be created and configured in the Intellect software package. The **Shop** object is created on the **Programming** tab of the **System settings** dialog box.

Note.
Detailed information about **Shop** object settings see in the Setting up the Shop system objects section of the POS-Intellect Software Package. Administrator's Guide document.

In order to display a report by POS do the following:

1. Select **Report by POS** in one way (see Selecting a type of general POS report section).



2. Select POS terminals (cash desks) by which it is necessary to display a report by setting corresponding checkboxes checked in the list (**1**).

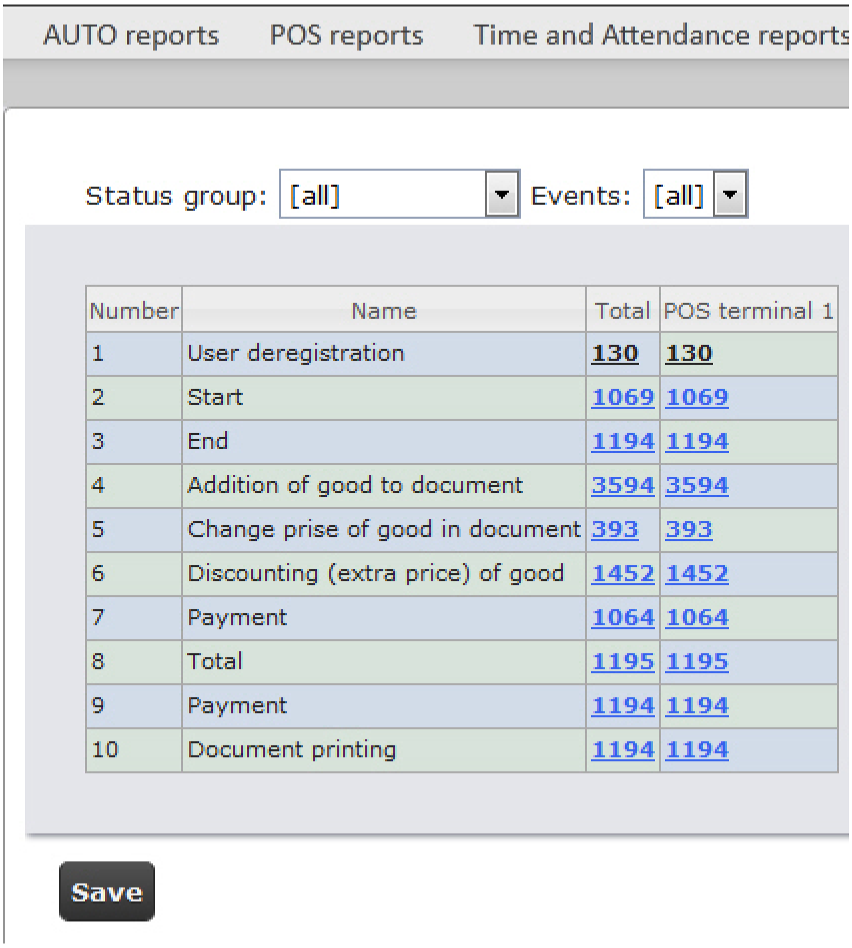
> **Note.**
> In order to set checkboxes checked in every item of the list click **All**, to set all checkboxes unchecked click **None** (**2**).

> **Note.**
> In order to select all POS terminals in one shop set a checkbox for this shop. In order to delete all POS terminals of a shop from report do vice versa: set a checkbox unchecked for this shop.

> **Note.**
> POS terminals which do not related with the shop are not available in the list.

3. Specify a filter of those events that should be displayed in a report (**3**). If **All** is selected then filter of events is not considered and report is created by all events.
4. Specify the period in the following way:
   a. From the **Period:** drop-down list select the time period for which the report is to be created (**4**).
   b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the button near the corresponding field to use the **Calendar** tool.
   c. If the **User defined 2** period is selected, enter additionally the time of start and end periods for which the report is to be created using the button.
   If another period type is selected, specifying the date of start and end periods is not needed.
5. Specify a group of statuses of those events that should be displayed in a report (**5**). If **All** is selected then all events are displayed regardless of their status.
6. Click **Execute** (**6**).

As a result a general table of by POS events (according to the parameters) is displayed. In the **Total** column the total amount of events is displayed by their type. In the column called by cash desk name the amount of events registered for this cash desk is displayed by their type.



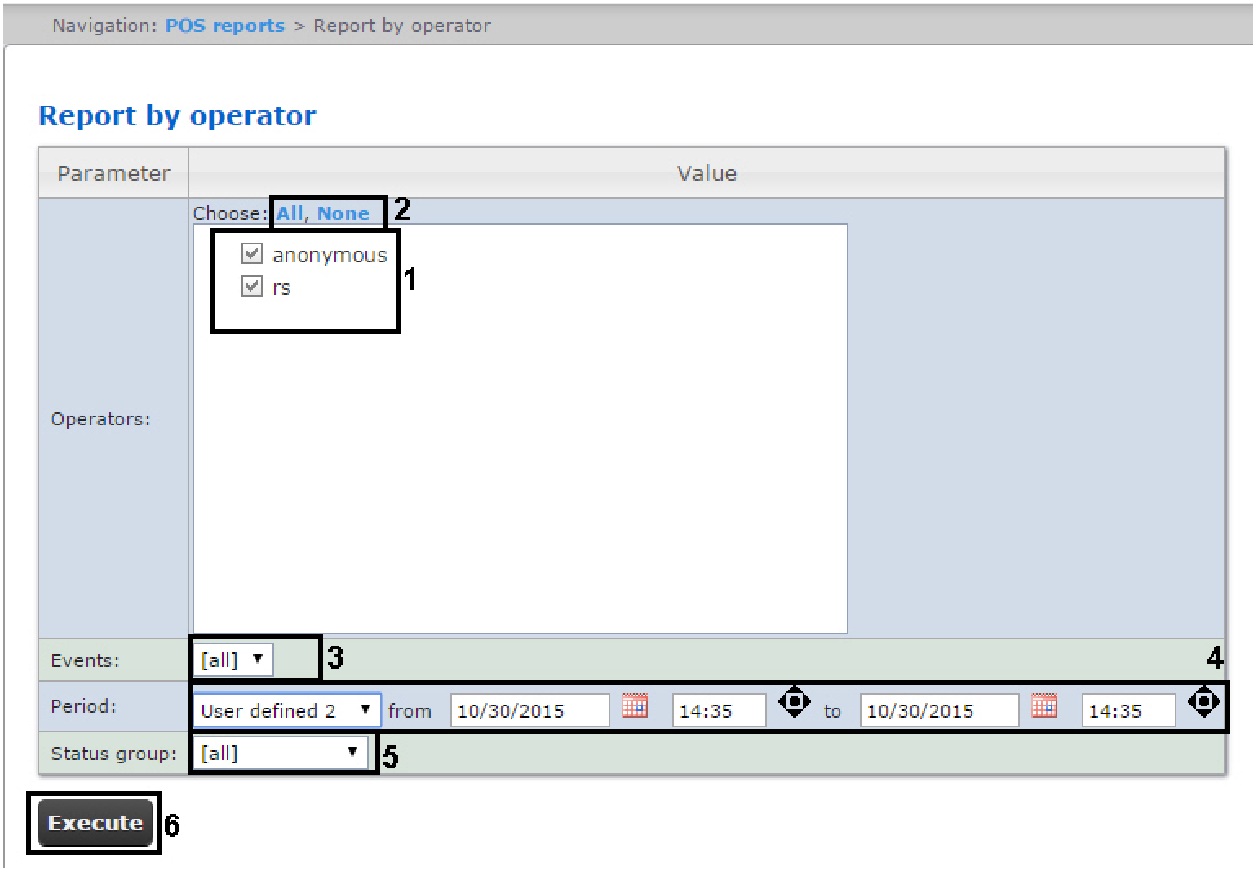
In order to save a general report by POS terminals in.xls format click **Save**.

Report by POS operator

One can create reports by POS operators that gave one or another status to POS events.

In order to display a report by POS operator do the following:

1. Select **Report by operator** in one way (see Selecting a type of general POS report section).

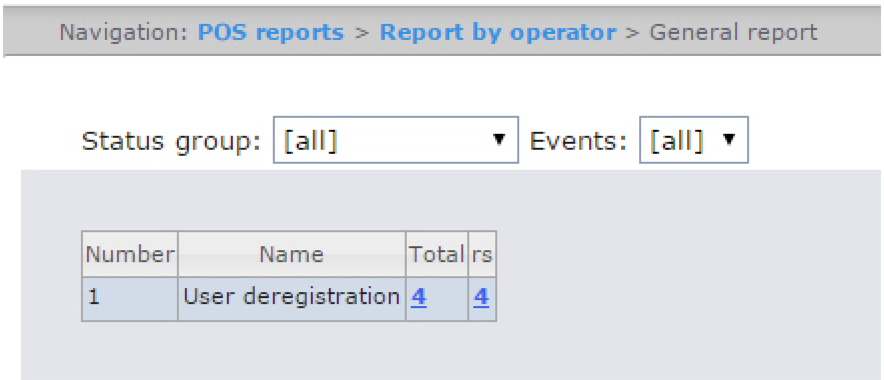


2. Select POS operators by which it is necessary to display a report by setting corresponding checkboxes checked in the list (**1**).

> **Note.**
> In order to set checkboxes checked in every item of the list click **All**, to set all checkboxes unchecked click **None** (**2**).

3. Specify a group of those events that should be displayed in a report (**3**). If **All** is selected then filter of events is not considered and report is created by all events.
4. Specify the period in the following way:
    a. From the **Period:** drop-down list select the time period for which the report is to be created (**4**).
    b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the button near the corresponding field to use the **Calendar** tool.
    c. If the **User defined 2** period is selected, enter additionally the time of start and end periods for which the report is to be created using the button.
    If another period type is selected, specifying the date of start and end periods is not needed.
5. Specify a group of statuses of those events that should be displayed in a report (**5**). If **All** is selected then all events are displayed regardless of their status.
6. Click **Execute** (**6**).

As a result a general table of by-operator events (according to the parameters) is displayed. In the **Total** column the total amount of events is displayed by their type. In the column called by POS operator name the amount of events processed by this operator (changed a status) is displayed by their type.

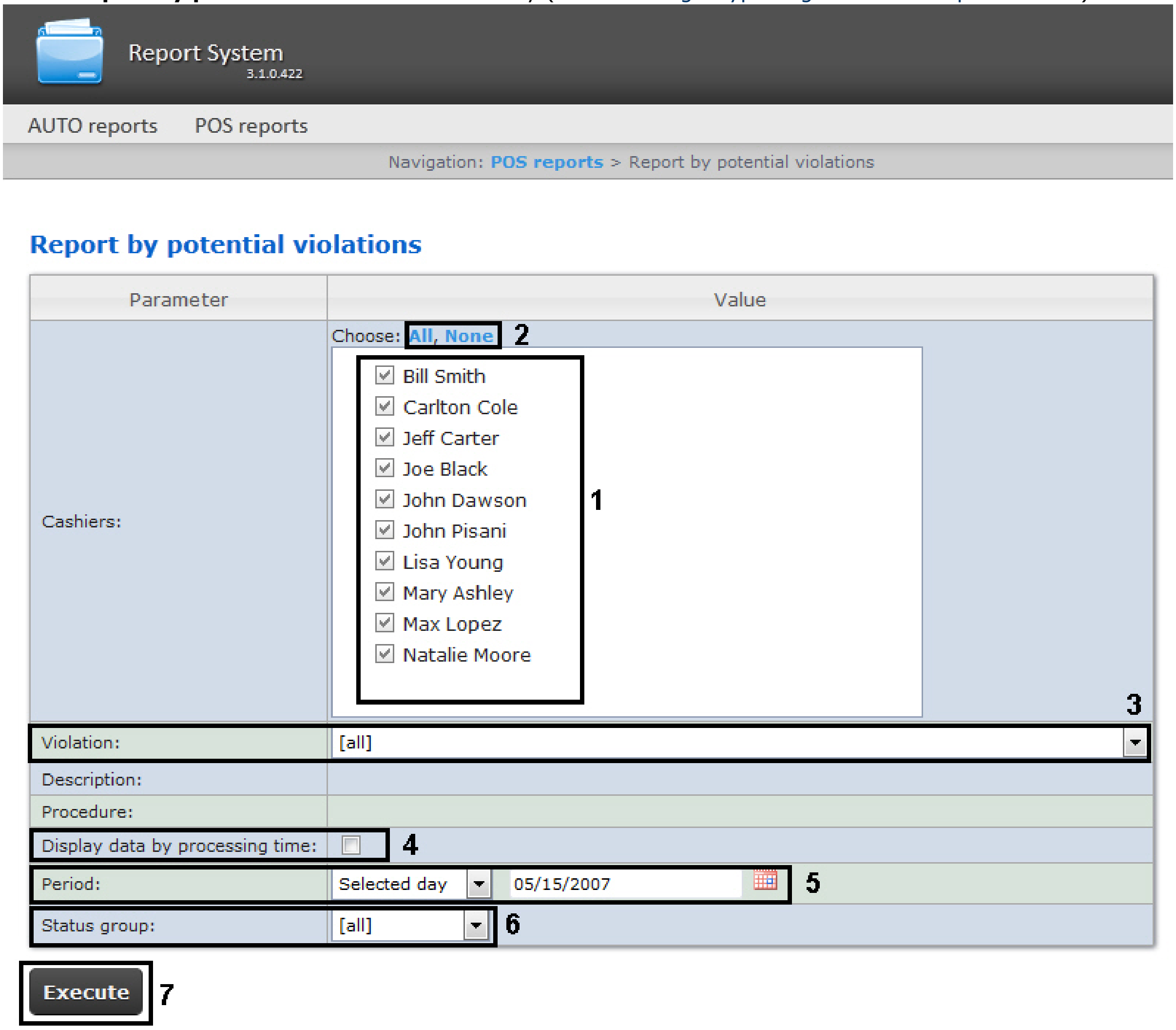


In order to save a general report by POS operators in.xls format click **Save**.

Report by potential violations

In order to display a report by cashier do the following:

1. Select **Report by potential violations** in one way (see Selecting a type of general POS report section).

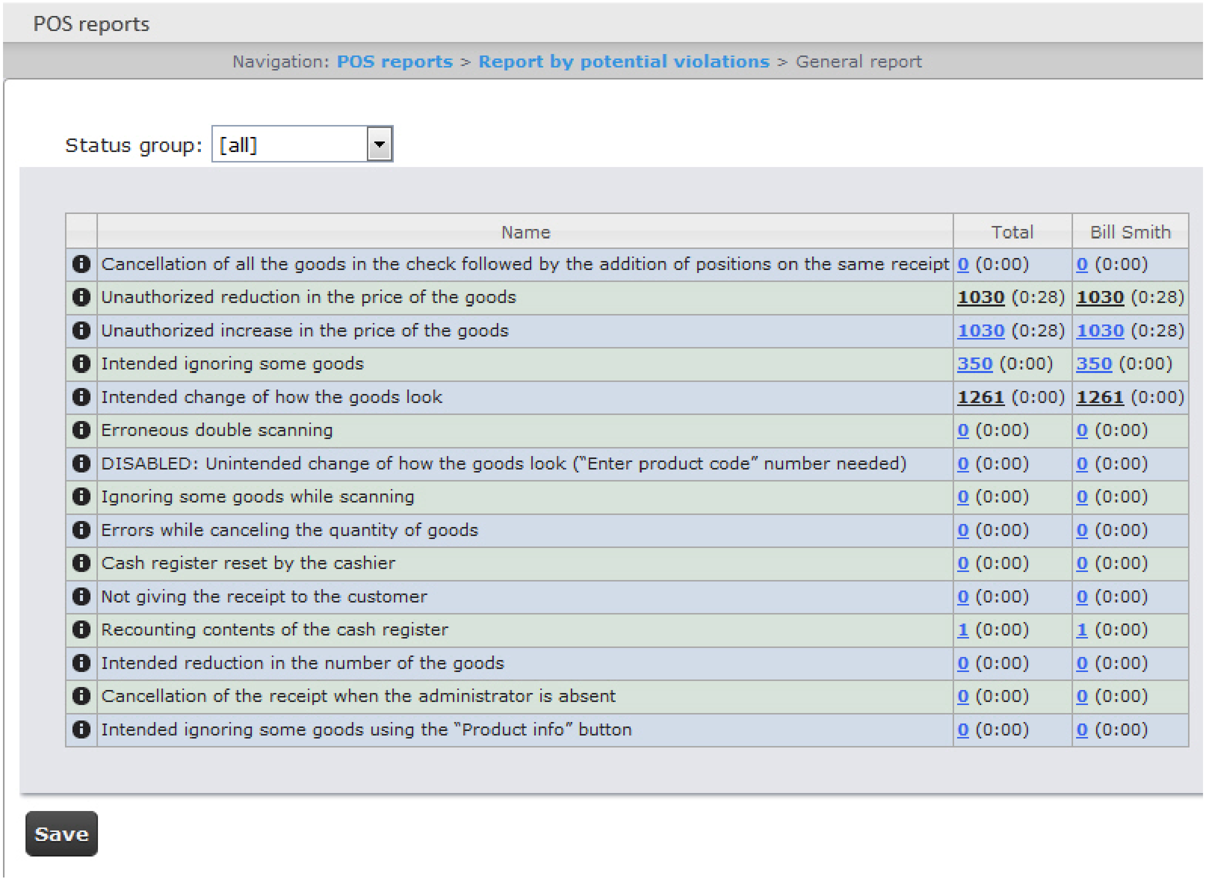


2. Select cashiers by whom it is necessary to display a report by setting corresponding checkboxes checked in the list (**1**).

> **Note.**
> In order to set checkboxes checked in every item of the list click **All**, to set all checkboxes unchecked click **None** (**2**).

3. Select potential violations which should be displayed in a report (**3**). If **All** is selected then all types of violations will be displayed in a report.
4. Set the **Display data by processing time:** checkbox to add time waisted by operator for choosing the event status (**4**). Time between selecting the string in the detailed report and changing the event status of this string is counted.
5. Specify the period in the following way:
   a. From the **Period:** drop-down list select the time period for which the report is to be created (**5**).
   b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the  button near the corresponding field to use the **Calendar** tool.
   c. If the **User defined 2** period is selected, enter additionally the time of start and end periods for which the report is to be created using the  button.
   If another period type is selected, specifying the date of start and end periods is not needed.
6. Enter a period of time (in minutes) between load values in the **Step (min.)** field (**2**). The average values of queue length for the specified interval are displayed in the report.
7. Specify a group of statuses of those potential violations that should be displayed in a report (**6**). If **All** is selected then all violations are displayed regardless of their status.
8. Click **Execute** (**7**).

As a result a general table of potential violations according to the specified parameters is displayed. In the **Total** column the total amount of potential violations is displayed by their type. In the column called by cashier name the amount of potential violations registered for this cashier is displayed by their type.



Name	Total	Bill Smith
Cancellation of all the goods in the check followed by the addition of positions on the same receipt	0 (0:00)	0 (0:00)
Unauthorized reduction in the price of the goods	1030 (0:28)	1030 (0:28)
Unauthorized increase in the price of the goods	1030 (0:28)	1030 (0:28)
Intended ignoring some goods	350 (0:00)	350 (0:00)
Intended change of how the goods look	1261 (0:00)	1261 (0:00)
Erroneous double scanning	0 (0:00)	0 (0:00)
DISABLED: Unintended change of how the goods look ("Enter product code" number needed)	0 (0:00)	0 (0:00)
Ignoring some goods while scanning	0 (0:00)	0 (0:00)
Errors while canceling the quantity of goods	0 (0:00)	0 (0:00)
Cash register reset by the cashier	0 (0:00)	0 (0:00)
Not giving the receipt to the customer	0 (0:00)	0 (0:00)
Recounting contents of the cash register	1 (0:00)	1 (0:00)
Intended reduction in the number of the goods	0 (0:00)	0 (0:00)
Cancellation of the receipt when the administrator is absent	0 (0:00)	0 (0:00)
Intended ignoring some goods using the "Product info" button	0 (0:00)	0 (0:00)

In order to save a general report by cashier in.xls format click **Save**.

Detailed reports

One can view and process the following detailed reports by event:

1. for specific cashier/POS terminal/POS operator;
2. for all cashiers/POS terminals/POS operators.

A detailed report enables viewing data from the POS terminal that corresponds to the POS event. It also enables viewing an event archive (if there are relevant settings in *POS Intellect* software package).

Detailed reports are created on the basis of corresponding general reports (e.g. a detailed report by cashier is created on the basis of a general report by cashier).

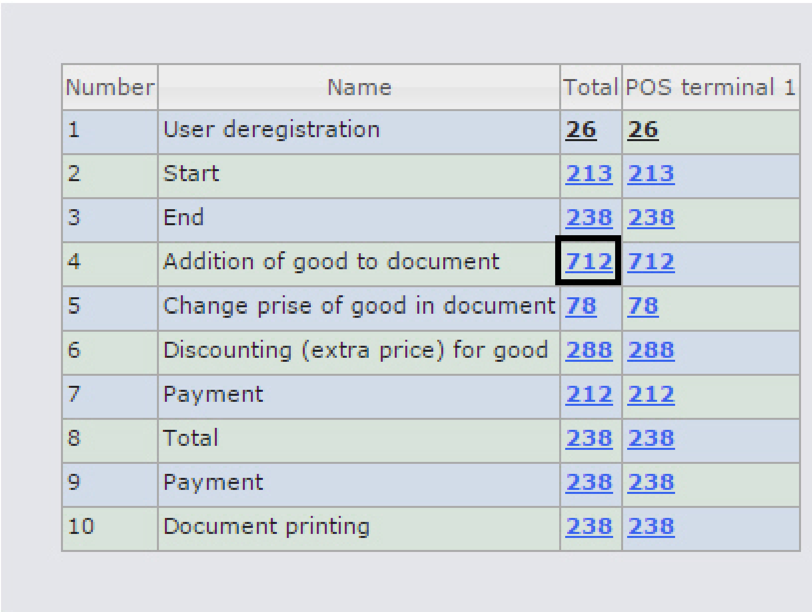
Viewing a detailed report

In order to view a detailed report, do the following:

1. Display a corresponding general report.

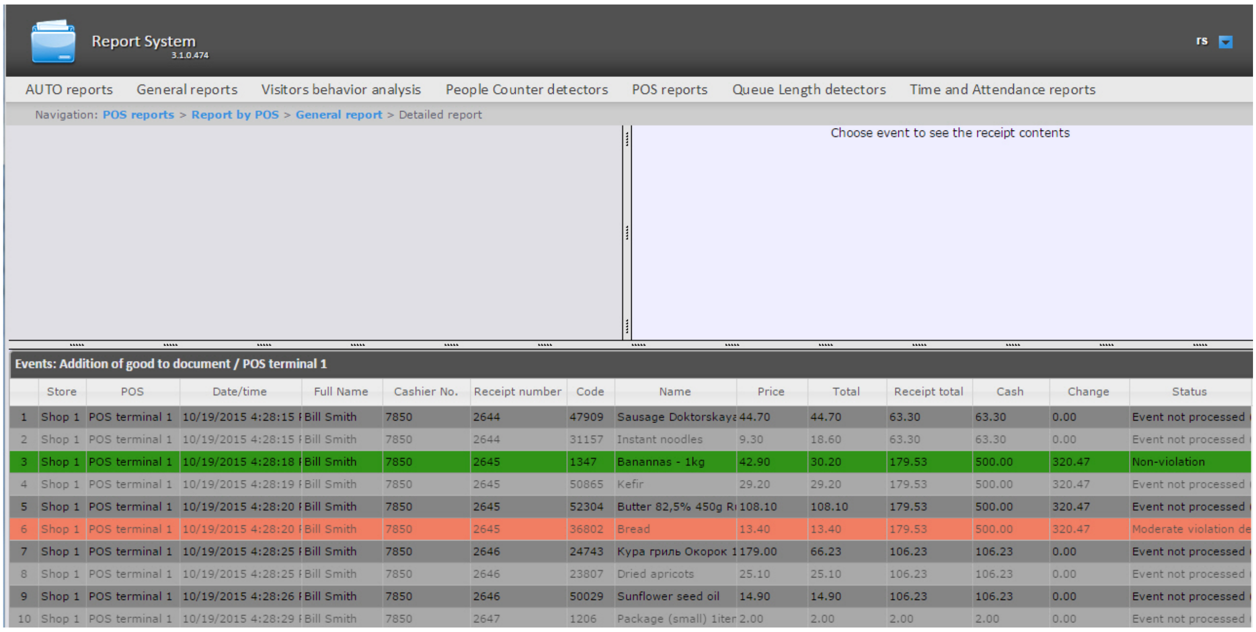
Number	Name	Total	POS terminal 1
1	User deregistration	26	26
2	Start	213	213
3	End	238	238
4	Addition of good to document	712	712
5	Change prise of good in document	78	78
6	Discounting (extra price) for good	288	288
7	Payment	212	212
8	Total	238	238
9	Payment	238	238
10	Document printing	238	238

2. Click the link in the cell corresponding to a necessary event and a cashier/POS terminal/ POS operator. To display a detailed report by event for all cashiers/POS terminals/ POS operators click the corresponding link in the **Total** cell.



Number	Name	Total	POS terminal 1
1	User deregistration	26	26
2	Start	213	213
3	End	238	238
4	Addition of good to document	712	712
5	Change prise of good in document	78	78
6	Discounting (extra price) for good	288	288
7	Payment	212	212
8	Total	238	238
9	Payment	238	238
10	Document printing	238	238

3. As a result the required detailed report by event is displayed.



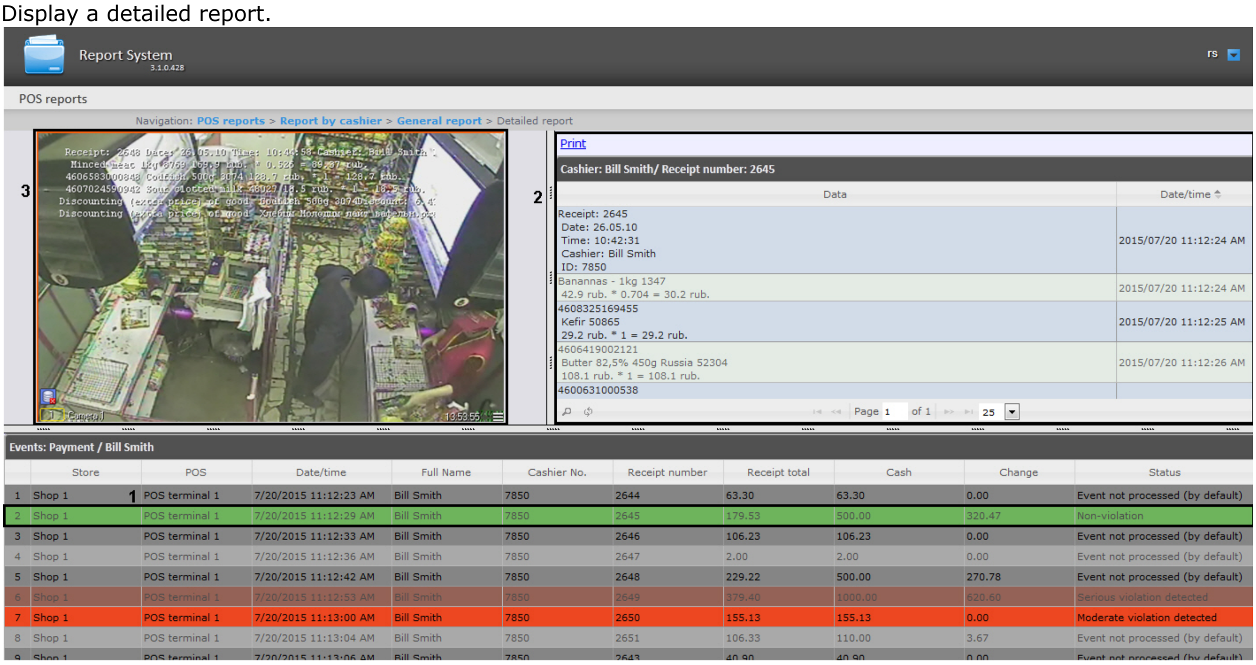
All detailed reports are the same in the structure and represent the table that consists of the following columns:

1. Store where the event happened;
2. Number of POS terminal where the event happened;
3. Date and time of event registration;
4. Full name of cashier for whom the event was registered;
5. Number of cashier;
6. Receipt number in which the event was registered;
7. Code;
8. Name;
9. Price;
10. Quantity;
11. Total sum;
12. Receipt total;
13. Cash;
14. Change;
15. Previous status of event;
16. Current status of event;
17. POS operator who gave the current status to the event;
18. Date and time of last status change.

Viewing data from the POS terminal and the video of event

In order to view data from the POS terminal and video of event, do the following:

1. Display a detailed report.



2. Left-click the line with the required event (**1**).
3. As a result data from the POS terminal by event (**2**) and video events (**3**) are displayed in the provided windows.

Window for viewing the video by event is a standard *Intellect* video surveying window that is open in the archive mode. One can view the archive not only by the current event but also by other events.

> **Note.**
> Working with video surveying window in the archive mode is given in details in Intellect software package. Operator's guide.

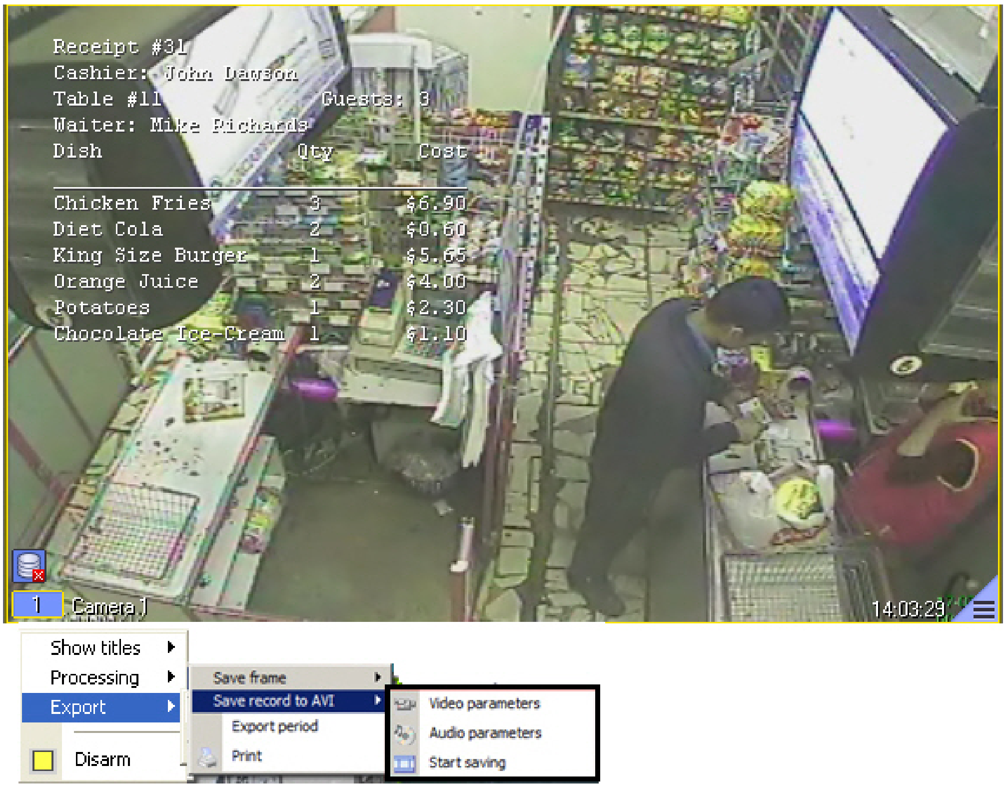
> **Note.**
> Video can not be displayed (it depends on whether the requirements for Web server and/or Client realization are performed – see the Requirements for Intellect Web Report System realization section).

> **Note.**
> The view of displayed data from the POS terminal and video events can be changed by selecting the needed layout (see Selecting layouts in POS reports section).

Exporting the video

The video recording segment is exported using the playback control panel.

Choose **Export** in the functions menu of the video surveillance window and then select **Save Recording to AVI**.



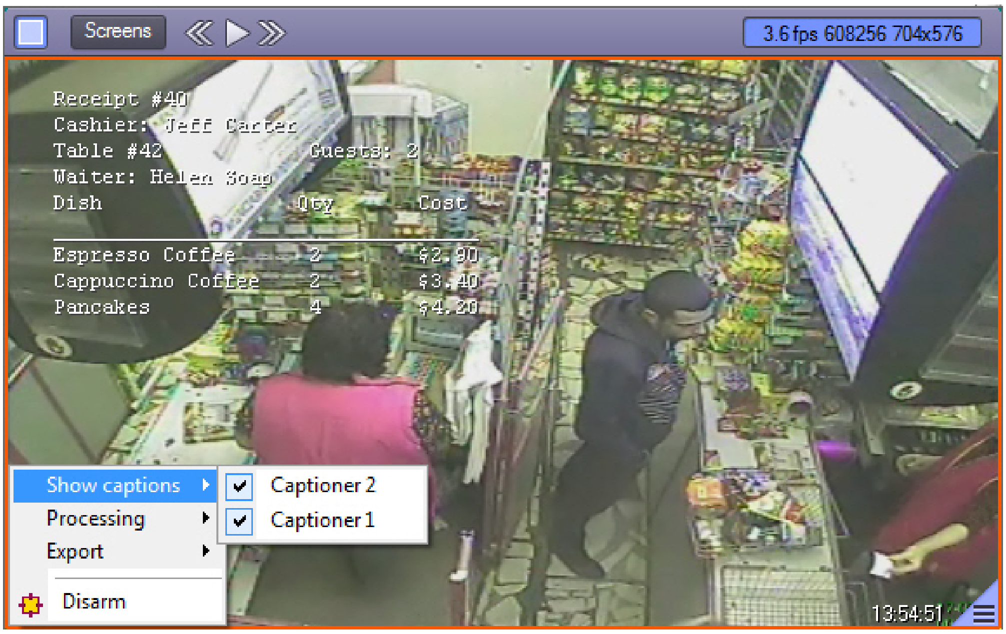
Parameters of the video and audio, which will be saved, may be configured in the displayed window. As soon as recording saving parameters are selected, the video segment may be exported to the file by selecting the **Start Saving** command (exporting the video is given in details in the Export of Silent Video Recordings section in Intellect software package. Operator's guide).

On default, exporting the video is performed to the *My documents\Export* folder.

Disabling captions in the video surveying window

To disable captions in the video surveying window, do the following:

1. Choose **Show captions** in the functions menu of the video surveillance window.



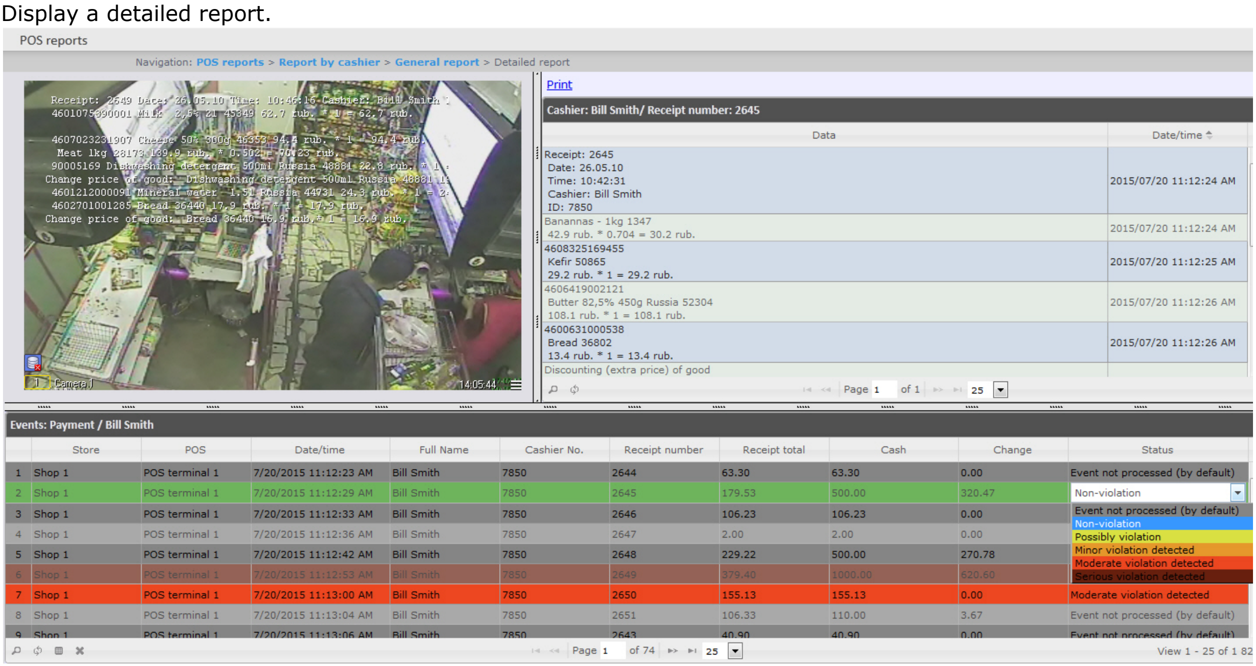
2. In the displayed list of available captioners select those from which captions are to be received.
3. To disable captions from some captioners left-click the line with the required captioner.

Changing the event status

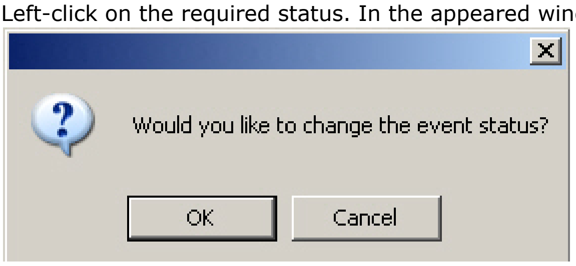
> **Attention!**
> For this operation the user should be added to the POS expert role.

In order to change the event status, do the following:

1. Display a detailed report.



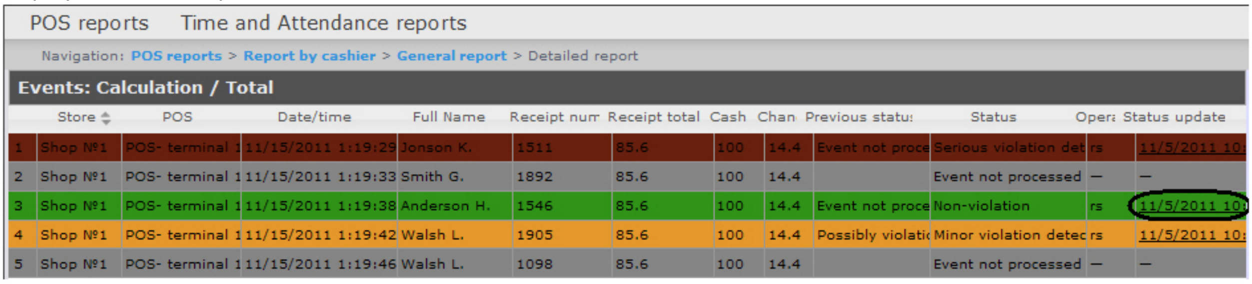
2. Left-click in the **Status** field. As a result the list of available statuses is displayed.
3. Left-click on the required status. In the appeared window confirm the status changing by clicking **OK**.



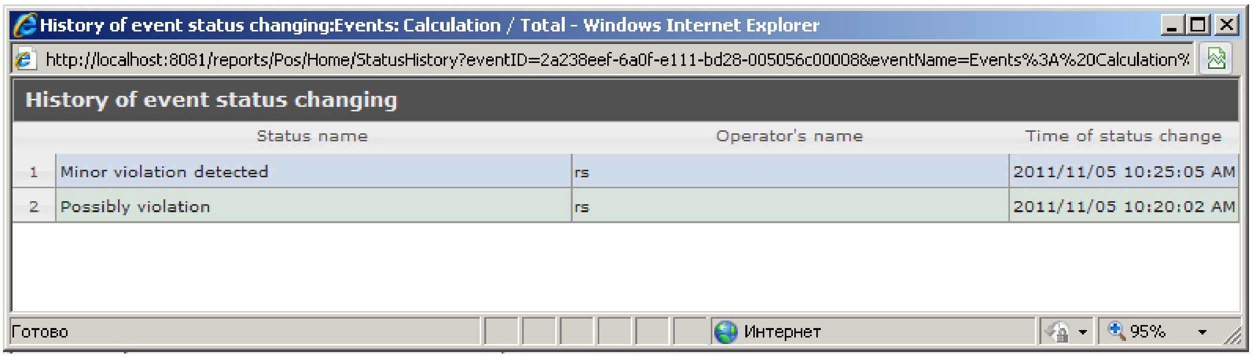
Viewing the history of event status changing

In order to view the history of event status changing, do the following:

1. Display a detailed report.



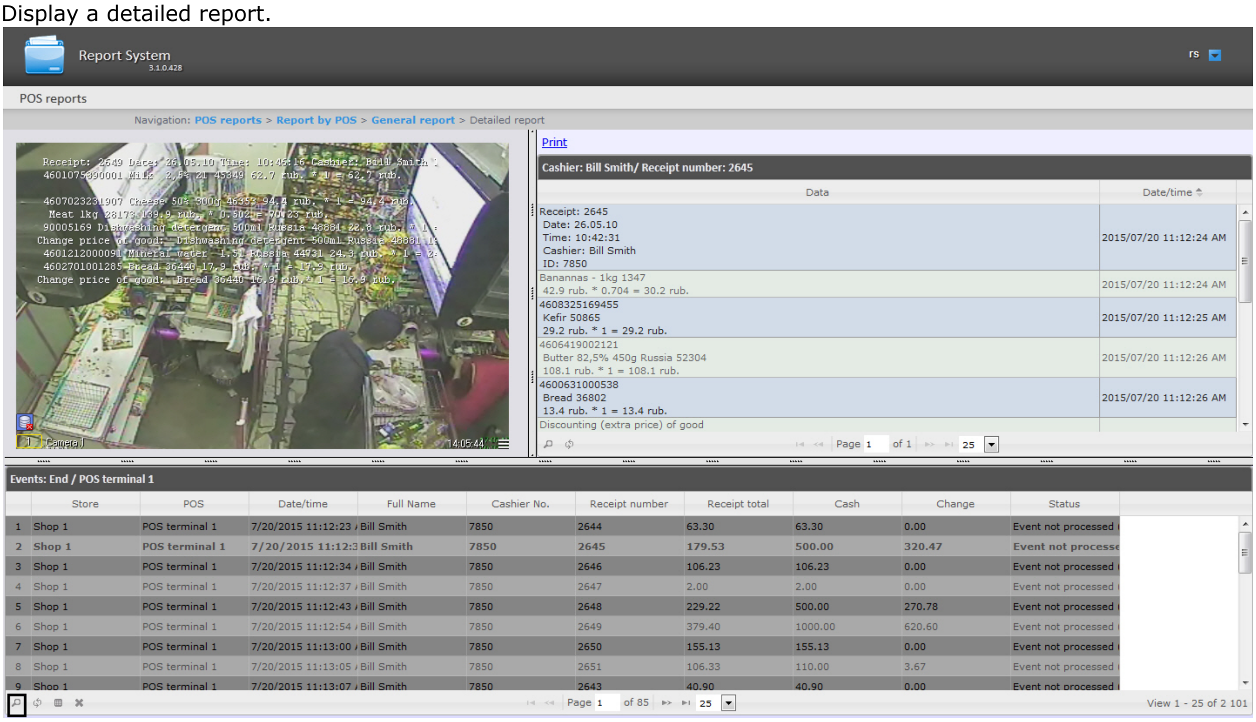
2. Left-click the link in the **Status update** field where the date and time of last status changing is displayed (if there is any status for event).
3. As a result the **History of event status changing** page appears where the following data is displayed: status name, name of operator who gave the status, and time of status change



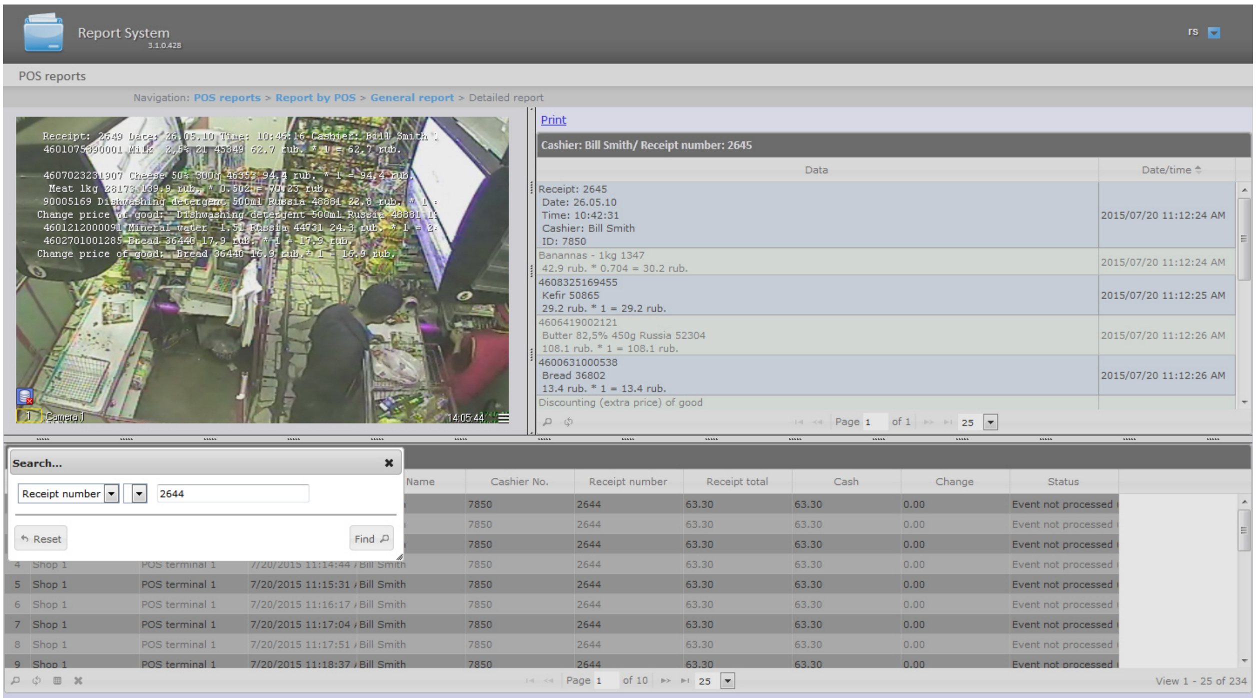
Search in detailed reports

To perform the search in detailed reports, do the following:

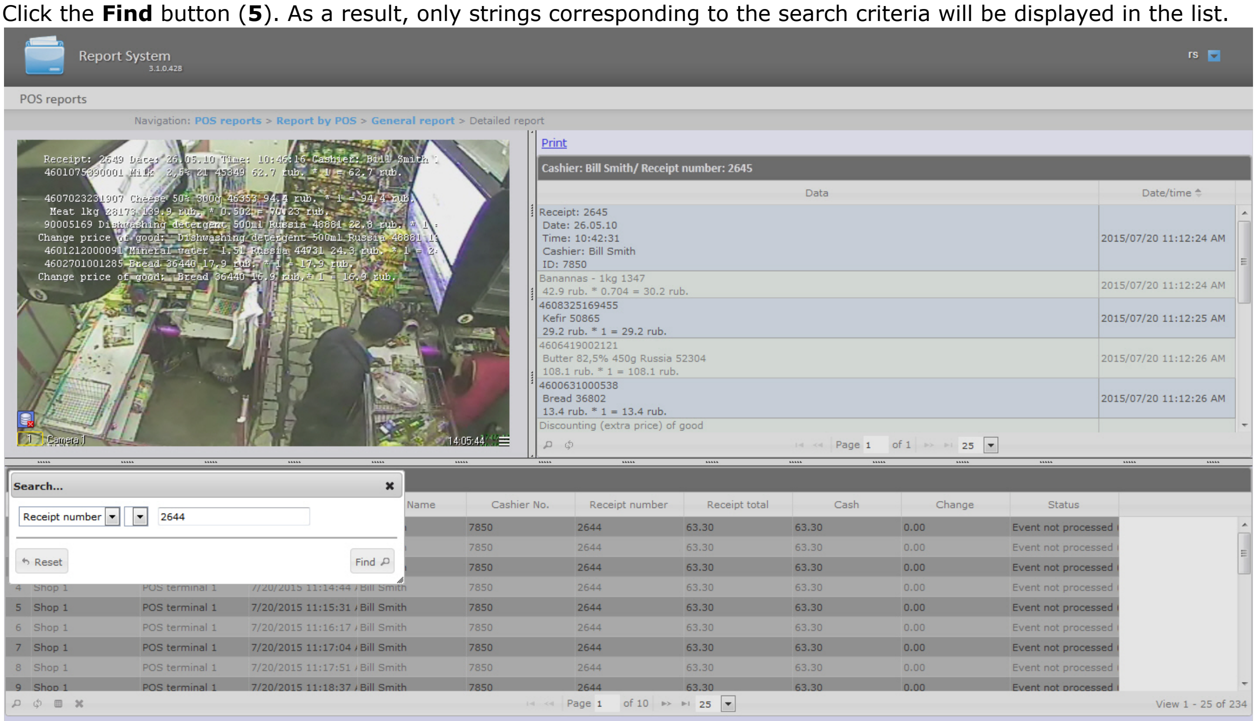
1. Display a detailed report.



2. Click the  sign to display the panel of forming the search criteria.



3. From the drop-down list (**1**) select the parameter on which the search will be performed.
4. From the drop-down list (**2**) select the criteria for search.
5. In the field (**3**) enter the required value for search.
6. Click the **Find** button (**5**). As a result, only strings corresponding to the search criteria will be displayed in the list.

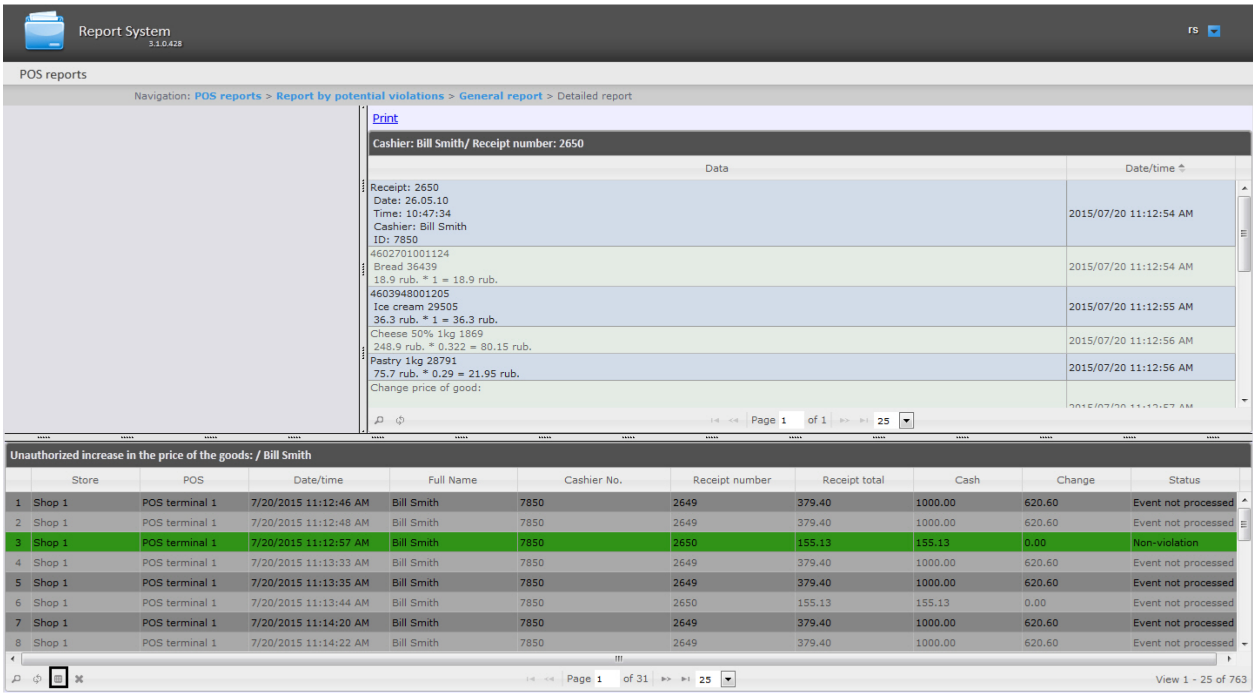


7. To reset the search criteria click the **Reset** button (**4**).

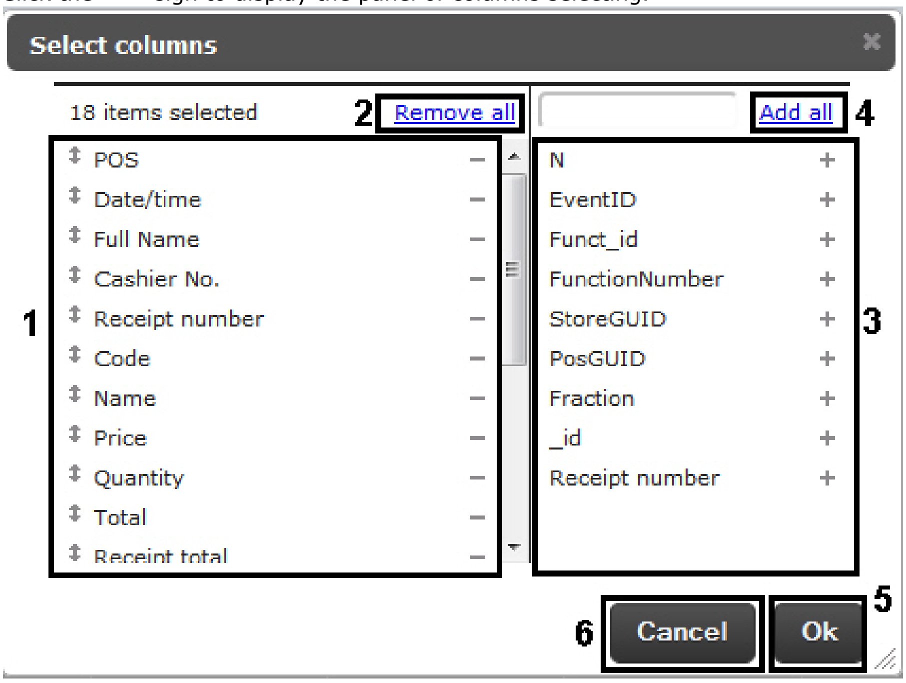
Select columns in detailed reports

To perform the select columns in detailed reports, do the following:

1. Display a detailed report.



2. Click the sign to display the panel of columns selecting.



3. To remove column click the sign close to the name of corresponding column in the area (**1**). To remove all columns click the **Remove all** link (**2**).
4. To add column click the sign close to the name of corresponding column in the area (**3**). To add all columns click the **Add all** link (**4**).
5. To change the order of columns drag the column name to the required position in the area (**1**).
6. To save changes click **Ok** (5).
7. To cancel changes click **Cancel** (**6**).

Working with Time and Attendance reports

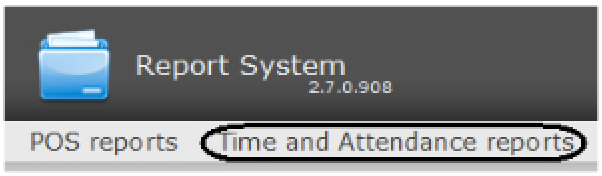
Working with Time and Attendance reports consists of three stages:

1. Selecting a type of report.
2. Creating a report.
3. Viewing a report.

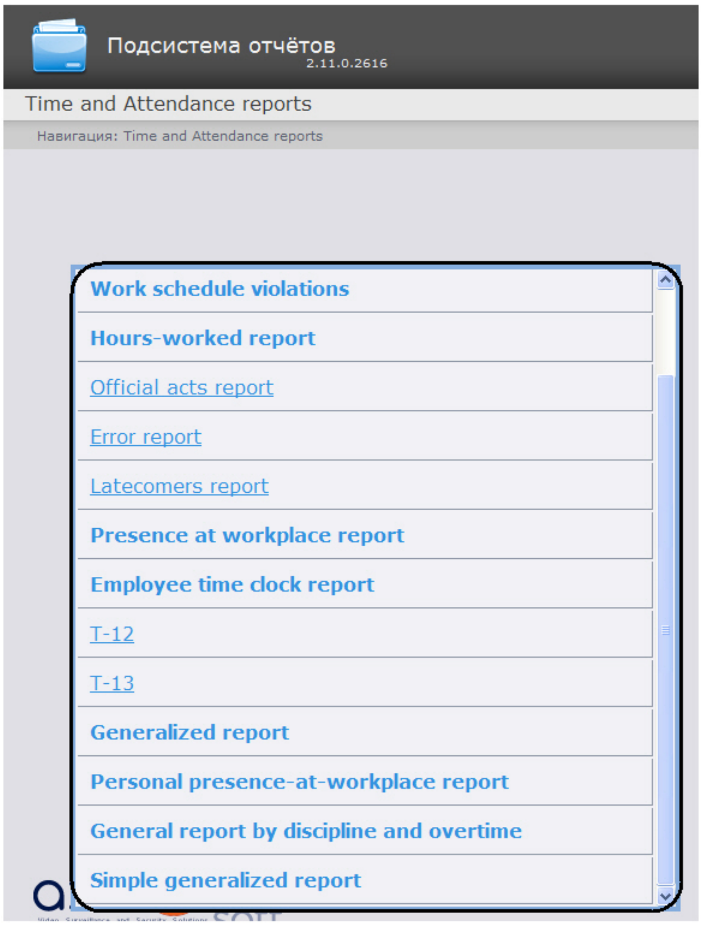
Attention!
It's required to configure user access to departments for working with Time and Attendance reports (see the Setting up the Time and Attendance reports section).

Selecting a type of Time and Attendance report

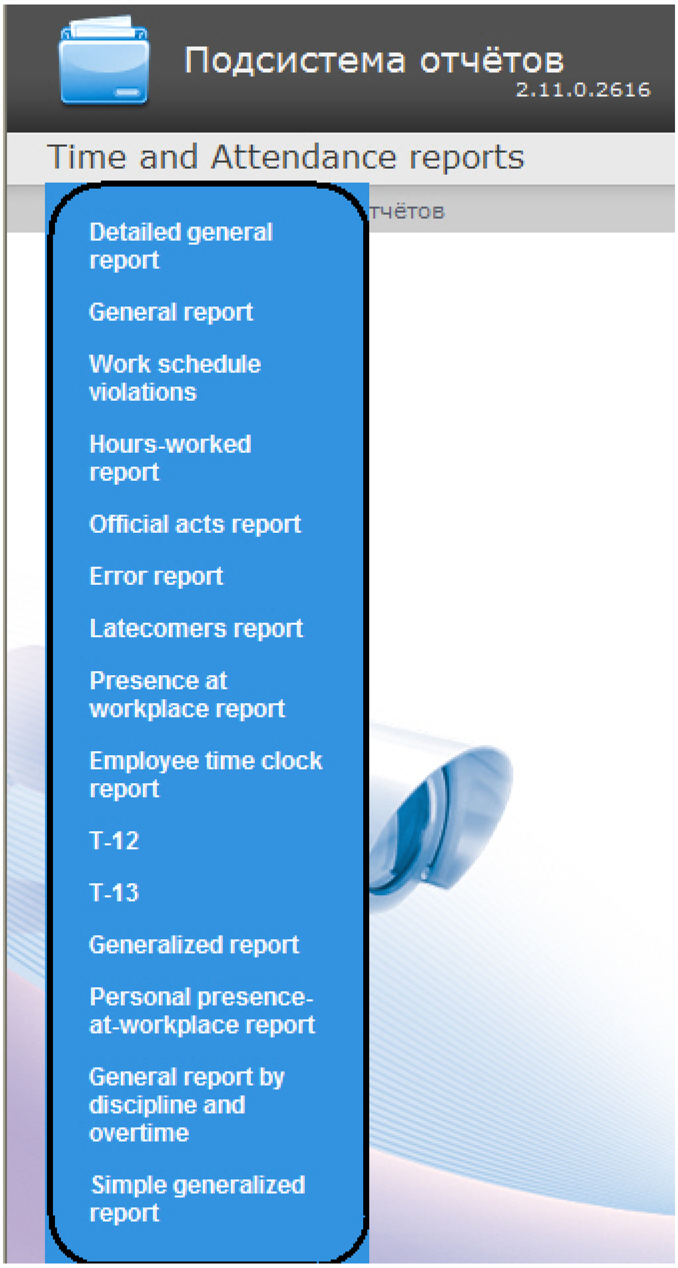
In order to select a type of Time and Attendance report click on **Time and Attendance reports** link in *Report System* me nu.



As a result the list of available Time and Attendance reports is displayed. For switching to the required report click the corresponding link.



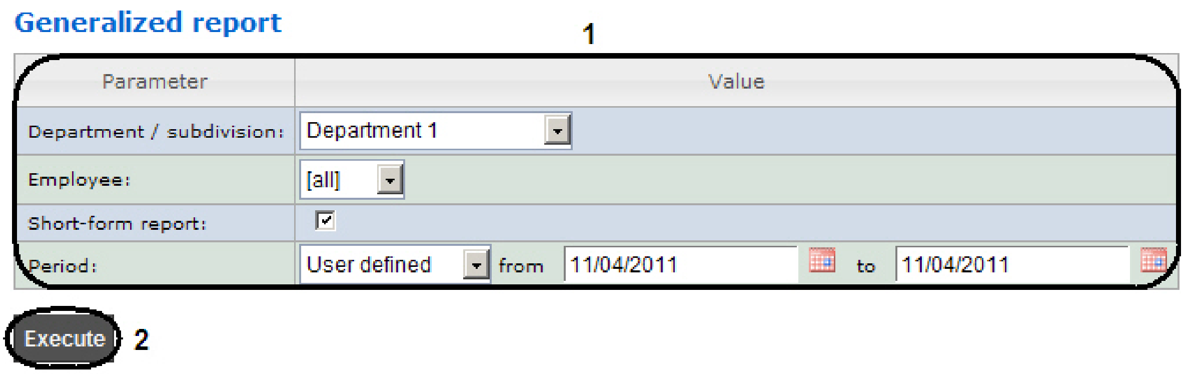
Note.
List of links for switching to Time and Attendance reports is available when hovering over the **Time and Attendance reports** link in the report menu.



Creating a Time and Attendance report

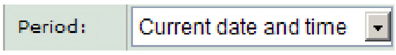
In order to create a Time and Attendance report, do the following:

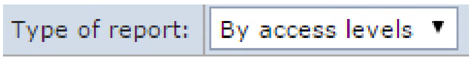
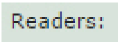
1. Select a Time and Attendance report in one way (see Selecting a type of Time and Attendance report section). Set required values to the parameters that are necessary for displaying the report of selected type (**1**).



Note.
The figure illustrates the parameters of a **Generalized report**.

Set of parameters depends on the type of Time and Attendance report. Description of parameters used for creating reports is given in the table.

Parameter	Description	Used in reports
	Used for selecting the area by which data is displayed in the report	• Detailed general report • General report • Presence in the workplace report • Personal presence-at-workplace report
	Used for setting the period by which the report is displayed	Used in all reports
	Used for selecting the department or subdivision by which the report is displayed	• Work schedule violations • Hours-worked report • Official acts report • Error report • Latecomers report • Presence in the workplace report • Employee time clock report • T-12 • T-13 • Generalized report • General report by discipline and overtime • Simple generalized report
	When the checkbox is checked then entrances/exits points are displayed in the report	• Presence in the workplace report • Personal presence-at-workplace report
	When the checkbox is checked then the data only by working area is displayed in the report	• Presence in the workplace report • Personal presence-at-workplace report
	Used for selecting the employee by whom the report is displayed	• Work schedule violations • Hours-worked report • Official acts report • Error report • Latecomers report • Presence in the workplace report • Employee time clock report • Generalized report • General report by discipline and overtime • Simple generalized report • Personal presence-at-workplace report

	Some fields are hidden when the checkbox is set	• Presence in the workplace report • Generalized report • Personal presence-at-workplace report
	Used for selecting access level by whom the report is displayed	• Report by users of access levels and readers
	Used for selecting type of report which is to be displayed	• Report by users of access levels and readers
	Used for selectings readers by which report is to be displayed	• Report by users of access levels and readers • Report by employee passes
	Only departments or employees which are in the specified region will be considered in the report when the checkbox is set	• Detailed general report • General report

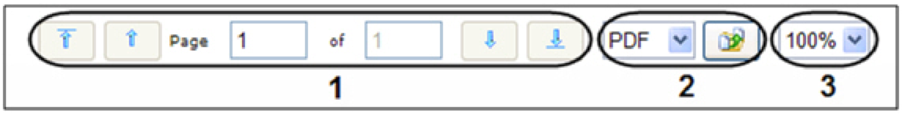
2. Click **Execute** (**2**).

As a result a report is created and displayed.

Viewing a Time and Attendance report

Time and Attendance report toolbar

The toolbar on the top of a page is used for report navigating, scaling the displayed page and Time and Attendance report exporting.



In order to switch to the previous and next report page click  and  correspondingly (**1**). In order to go back to the first report page click  . In order to go to the last report page click  .

Intellect Web Report System allows exporting the created Time and Attendance report to computer in the following formats:

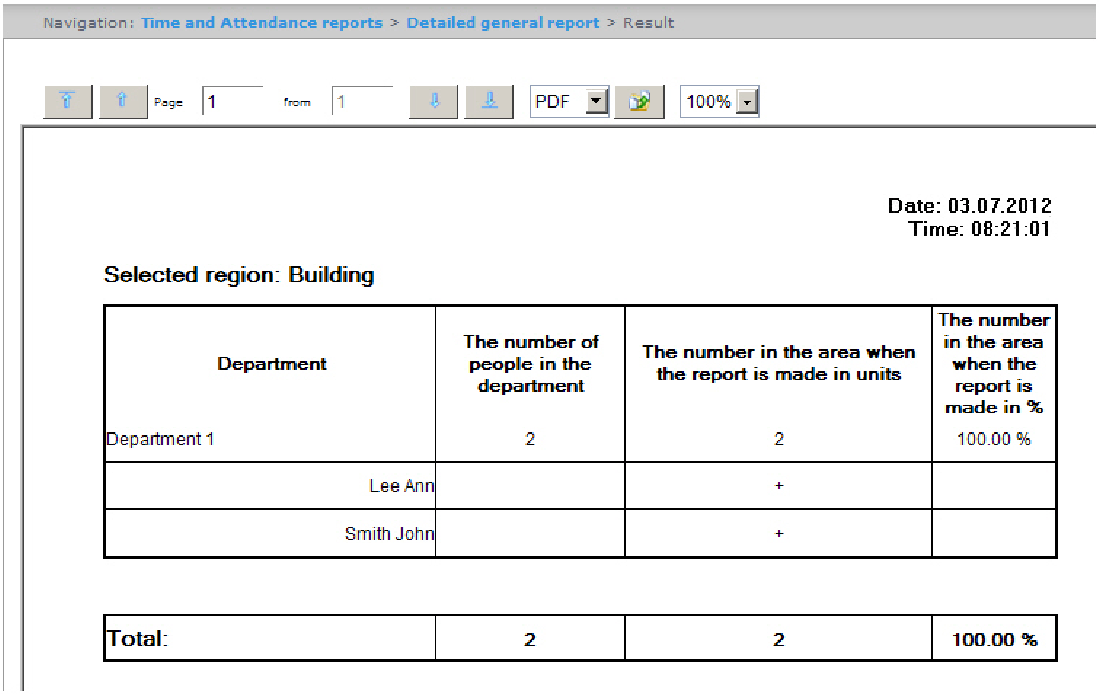
- PDF;
- RTF;
- HTML;
- Excel;
- CSV;
- Text.

For this select a format in which the report is exported and click  (**2**).

Zooming in/out the displayed page is performed through the choosing the required scale in the list (**3**).

Detailed general report

A **Detailed general report** presents the information about the presence of staff in the area with details by employees. The report contains the information about the number of people in the department, the number of employees in the area when the report is made and the number of employees in the area when the report is made in %.



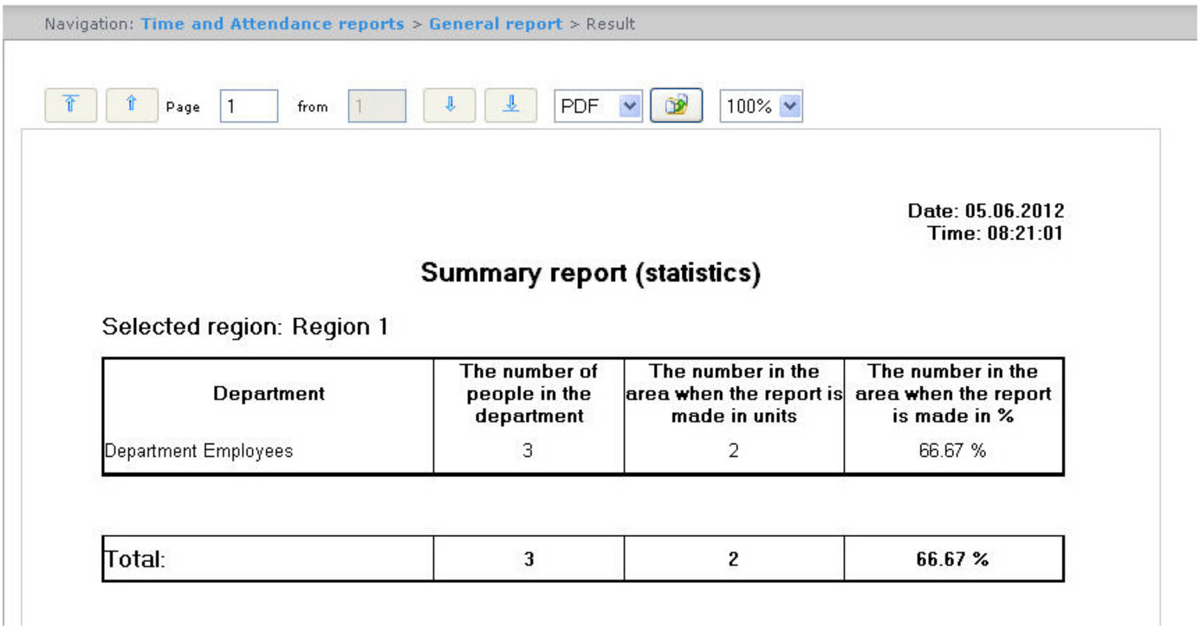
Department	The number of people in the department	The number in the area when the report is made in units	The number in the area when the report is made in %
Department 1	2	2	100.00 %
Lee Ann		+	
Smith John		+	
Total:	2	2	100.00 %

Note.
The employees that are present in the area when the report is made are marked with "+", those who are absent are marked with "-".

In the **Total** line there is the information about the total number of people in the department, total number of employees present in the area and the percentage of employees in the area when the report is made.

General report

A **General report** is a table that contains the information about the number of employees in the department, the number of employees present in the area and the percentage of employees in the area when the report is made.



Department	The number of people in the department	The number in the area when the report is made in units	The number in the area when the report is made in %
Department Employees	3	2	66.67 %
Total:	3	2	66.67 %

In the **Total** line there is the information about the total number of people in the department, total number of employees present in the area and the percentage of employees in the area when the report is made.

Work schedule violations

A **Work schedule violations** report contains the information about the employees that violated the work schedule in the specified time period, the violation type and its duration.

Navigation: Time and Attendance reports > Work schedule violations > Result

Date: from 04.06.2012
to 10.06.2012

Violating working regulations

Department: Department Employees

Hood William (Working schedule)

Planned date and time	Actual date and time	Violation type	Duration	Code
04.06.2012 10:00:00	04.06.2012 15:23:46	Coming late	07:23:46	
Total by day			**07:23:46**	
05.06.2012 10:00:00	05.06.2012 08:11:36	Leaving earlier	09:48:24	
Total by day			**09:48:24**	
06.06.2012 10:00:00		Absence	10:00:00	
Total by day			**10:00:00**	
07.06.2012 10:00:00		Absence	10:00:00	
Total by day			**10:00:00**	
08.06.2012 10:00:00		Absence	10:00:00	
Total by day			**10:00:00**	

Total by employee	Amount	Duration
Coming late	1	07:23:46
Time of absence	0	00:00:00
Leaving earlier	1	09:48:24
Absence	3	30:00:00
Underworking	0	00:00:00

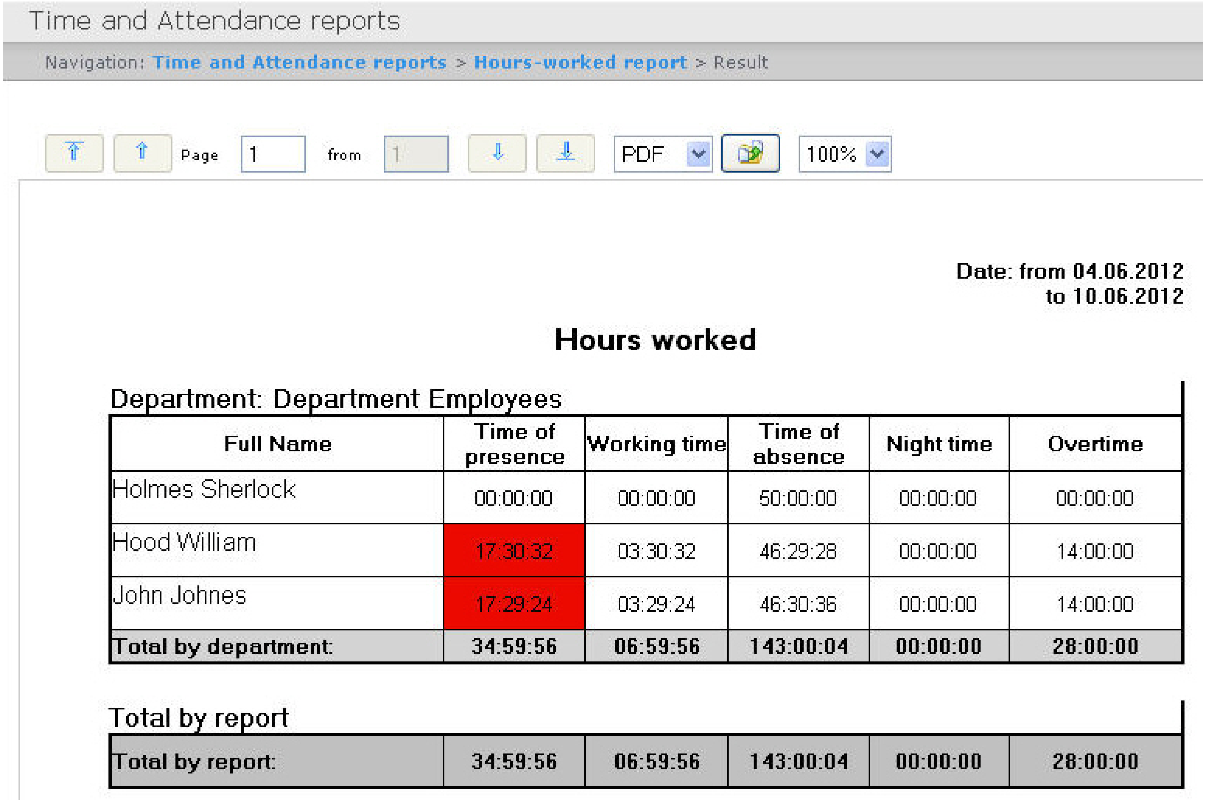
Report fields are described in the table.

Field name	Description
Planned date and time	Planned duration of a workday for the specified date
Actual date and time	Date and time when violation was registered
Violation type	Type of registered violation
Duration	Violation duration

In the report there are separate tables with information about total amount of violations by employee, department and report as a whole.

Hours-worked report

An **Hours-worked report** is a table that contains the information about the time worked by the department staff in the specified time period with details by employees.



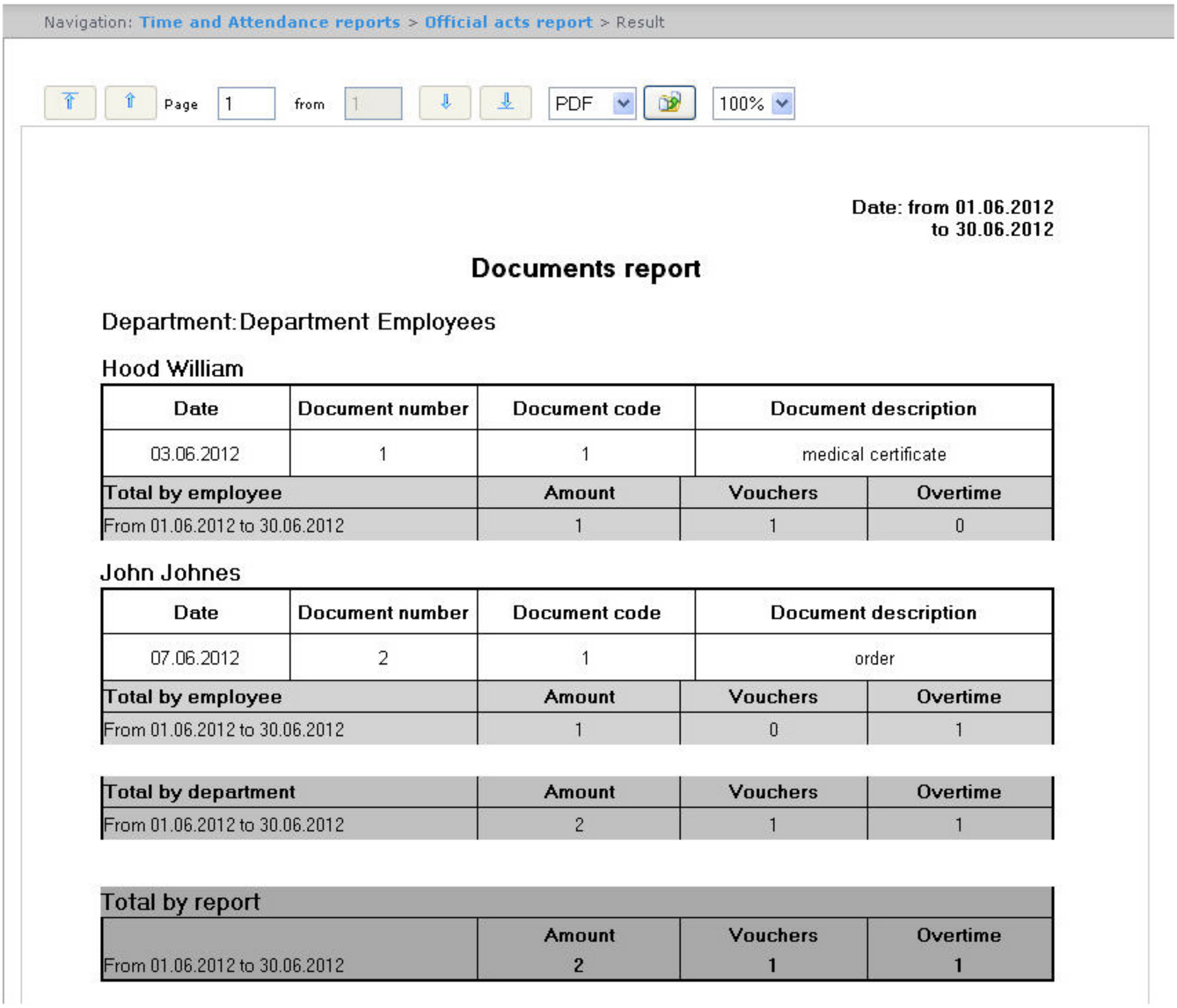
Report fields are described in the table.

Field name	Description
Full name	Full name of an employee
Time of presence	Time that was spent in the workplace. If time of presence is more than planned working hours for specified period then the field is marked red
Working time	Time that was spent in the workplace according to the work plan (schedule)
Time of absence	Difference between the planned work hours and time of presence in the workplace
Night time	Time that was worked at night
Overtime	Time that was worked overtime

The sum by each report field is calculated in the **Total by department** line.

Official acts report

An **Official acts report** contains the information about *"non-guilty"* and overtime documents that were made by employees in the specified time period.



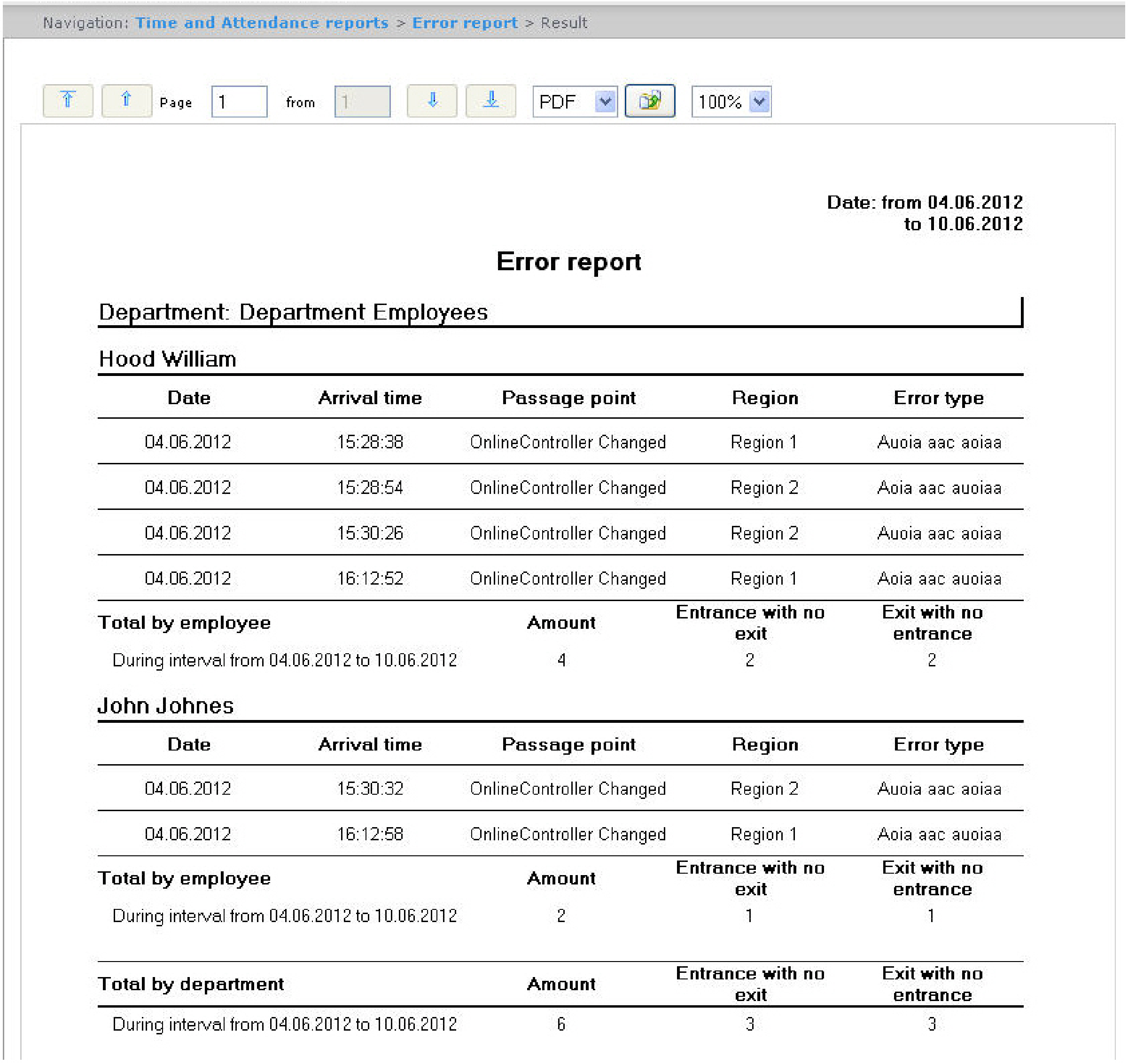
Report fields are described in the table.

Field name	Description
Date	Date of document creation
Document number	Document number given in Time and Attendance program module
Document code	Document code given in Time and Attendance program module
Document description	Document name

In the report there are separate tables with information about total amount of documents by employee, department and report as a whole.

Error report

An **Error report** contains the information about employees' erroneous passages.


Navigation: Time and Attendance reports > Error report > Result

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Date: from 04.06.2012
to 10.06.2012

Error report

Department: Department Employees

Hood William

Date	Arrival time	Passage point	Region	Error type
04.06.2012	15:28:38	OnlineController Changed	Region 1	Auoia aac aoiaa
04.06.2012	15:28:54	OnlineController Changed	Region 2	Aoia aac auoiaa
04.06.2012	15:30:26	OnlineController Changed	Region 2	Auoia aac aoiaa
04.06.2012	16:12:52	OnlineController Changed	Region 1	Aoia aac auoiaa

Total by employee	Amount	Entrance with no exit	Exit with no entrance
During interval from 04.06.2012 to 10.06.2012	4	2	2

John Johnes

Date	Arrival time	Passage point	Region	Error type
04.06.2012	15:30:32	OnlineController Changed	Region 2	Auoia aac aoiaa
04.06.2012	16:12:58	OnlineController Changed	Region 1	Aoia aac auoiaa

Total by employee	Amount	Entrance with no exit	Exit with no entrance
During interval from 04.06.2012 to 10.06.2012	2	1	1

Total by department	Amount	Entrance with no exit	Exit with no entrance
During interval from 04.06.2012 to 10.06.2012	6	3	3

Report fields are described in the table.

Field name	Description
Date	Date when an error was registered
Arrival time	Time when there was a passage to the region that caused an error
Passage point	Name of a passage point
Region	Name of a region where an error was registered
Error type	Type of a registered error

In the report there are separate tables with information about total amount of errors by employee, department and report as a whole.

Latecomers report

A **Latecomers report** contains the information about how late an employee came and how much time he underworks for every day of a specified period.

Navigation: Time and Attendance reports > Latecomers report > Result

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Report by late-comers ("leaving earlier")

Period: 04.06.2012 - 10.06.2012

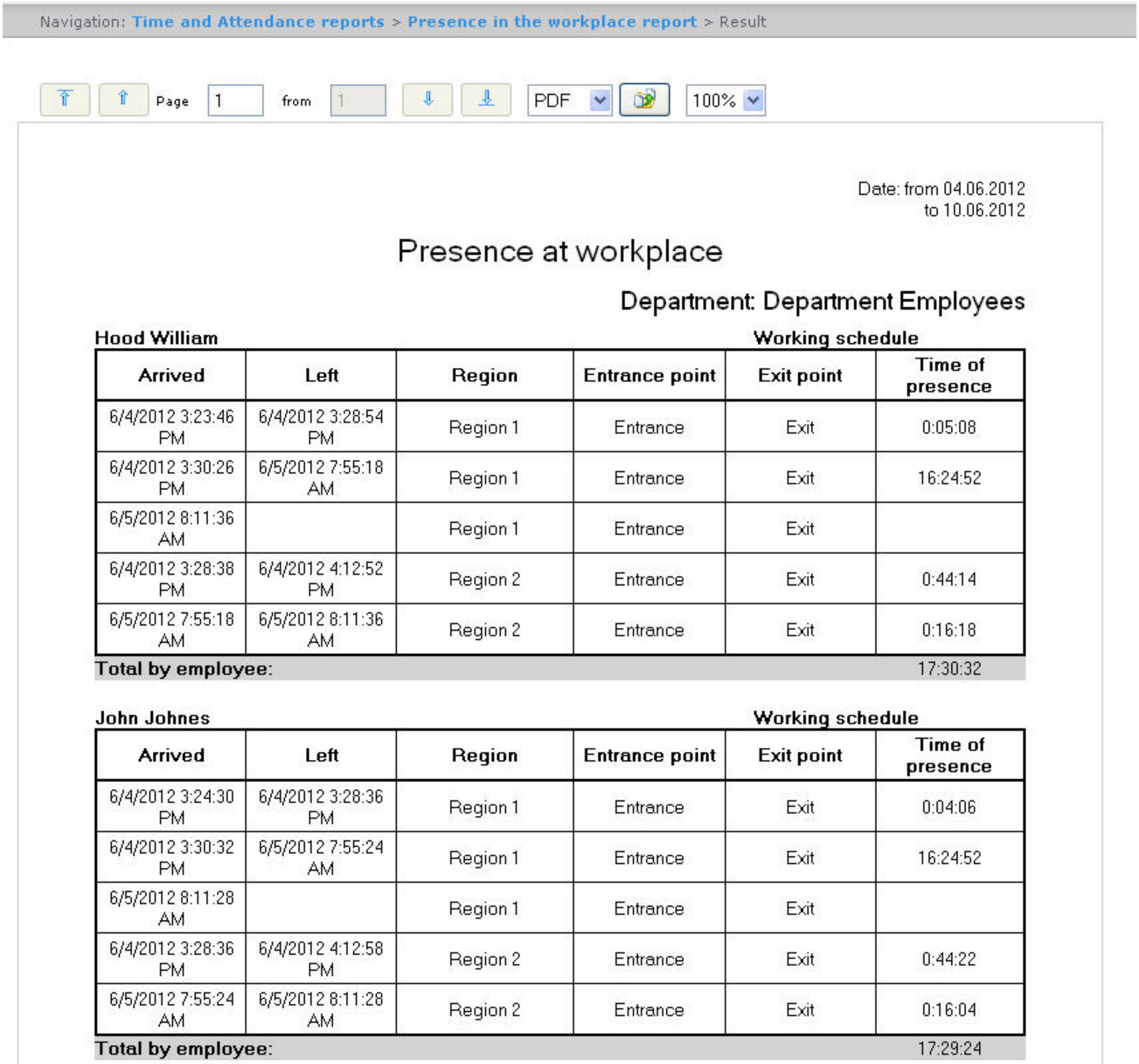
Department:Department Employees

Employee number	Full Name	Time of coming late/underworking						
		04.06.2012	05.06.2012	06.06.2012	07.06.2012	08.06.2012	09.06.2012	10.06.2012
35	Holmes Sherlock	No exit	No exit	No exit	No exit	No exit		
11	Hood William	7:23:46 / 0:00:00	0:00:00 / 9:48:24	0:00:00 / 0:00:00	0:00:00 / 0:00:00	0:00:00 / 0:00:00		
12	John Johnes	7:24:30 / 0:00:00	0:00:00 / 9:48:32	0:00:00 / 0:00:00	0:00:00 / 0:00:00	0:00:00 / 0:00:00		

Note.
Minimal time period for which the report can be displayed is one week.

Presence in the workplace report

A **Presence in the workplace report** contains the information about periods when an employee left a specified region during a day and how long an employee was in a selected region for a specified period.



Navigation: Time and Attendance reports > Presence in the workplace report > Result

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Date: from 04.06.2012
to 10.06.2012

Presence at workplace

Department: Department Employees

Hood William — **Working schedule**

Arrived	Left	Region	Entrance point	Exit point	Time of presence
6/4/2012 3:23:46 PM	6/4/2012 3:28:54 PM	Region 1	Entrance	Exit	0:05:08
6/4/2012 3:30:26 PM	6/5/2012 7:55:18 AM	Region 1	Entrance	Exit	16:24:52
6/5/2012 8:11:36 AM		Region 1	Entrance	Exit	
6/4/2012 3:28:38 PM	6/4/2012 4:12:52 PM	Region 2	Entrance	Exit	0:44:14
6/5/2012 7:55:18 AM	6/5/2012 8:11:36 AM	Region 2	Entrance	Exit	0:16:18
Total by employee:					17:30:32

John Johnes — **Working schedule**

Arrived	Left	Region	Entrance point	Exit point	Time of presence
6/4/2012 3:24:30 PM	6/4/2012 3:28:36 PM	Region 1	Entrance	Exit	0:04:06
6/4/2012 3:30:32 PM	6/5/2012 7:55:24 AM	Region 1	Entrance	Exit	16:24:52
6/5/2012 8:11:28 AM		Region 1	Entrance	Exit	
6/4/2012 3:28:36 PM	6/4/2012 4:12:58 PM	Region 2	Entrance	Exit	0:44:22
6/5/2012 7:55:24 AM	6/5/2012 8:11:28 AM	Region 2	Entrance	Exit	0:16:04
Total by employee:					17:29:24

Report fields are described in the table.

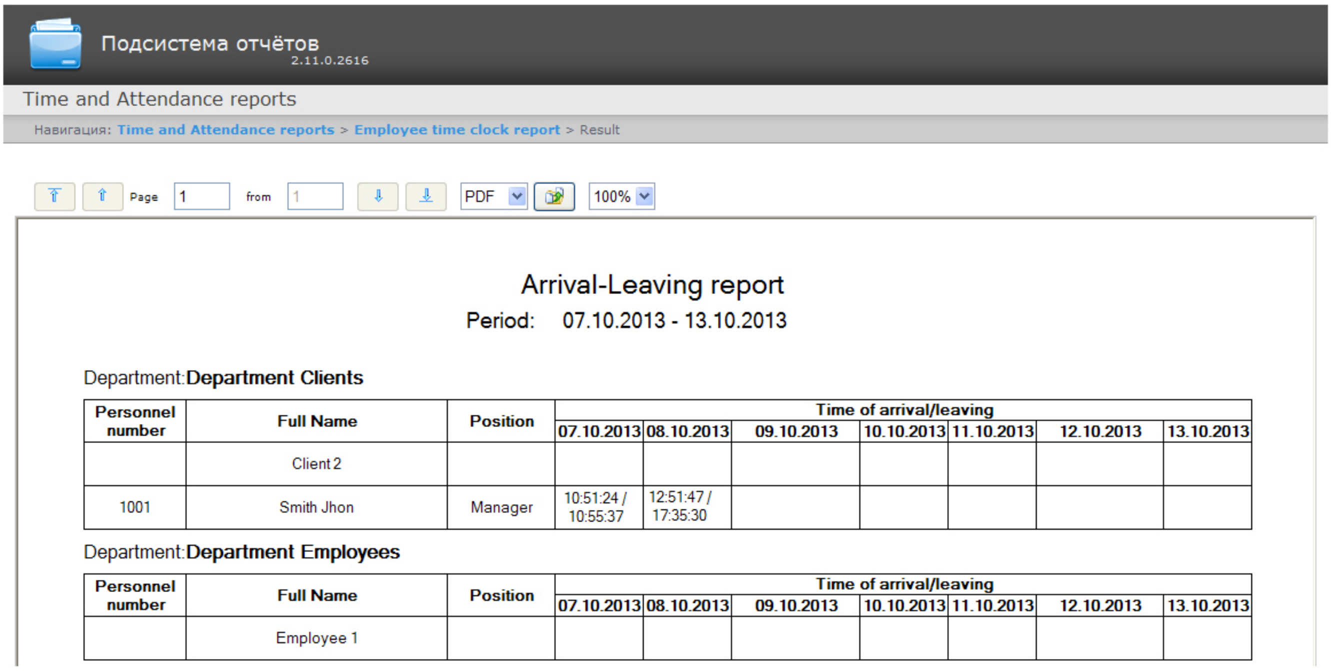
Field name	Description
Arrived	Date and time of an employee's passage to a region
Left	Date and time of an employee's leaving a region
Entrance point	Name of an entrance point to a region
Exit point	Name of an exit point to a region
Region	Region name
Time of presence	Difference between the passage and leaving time

Total time of an employee's presence in the workplace for a specified period is displayed in the **Total by employee** line.

> **Note.**
> If the **Summary view** checkbox was set then the report consists only of the **Total by employee** lines**.**

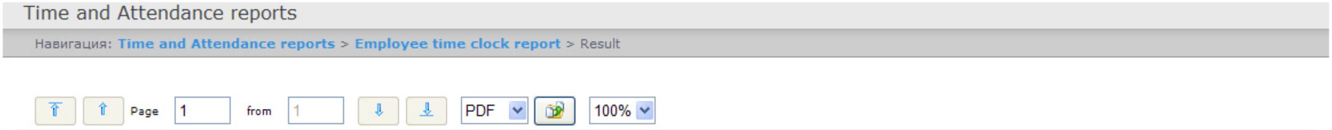
Employee time clock report

An **Employee time clock report** contains the information about employee's arrival and leaving for every day of the specified period.



> **Note.**
> Minimal time period for which the report can be displayed is one week.

If the **Expanded** checkbox is set the view of the **Employee time clock report** will be the following:



Arrival-Leaving report

Period: 07.10.2013 - 13.10.2013

Department: **Department Clients**

Personnel number	Full Name	Position	Time of arrival/leaving						
			Time of presence				Hours worked		
			07.10.2013	08.10.2013	09.10.2013	10.10.2013	11.10.2013	12.10.2013	13.10.2013
	Client 2		09:30 / 18:32	09:15 / 19:07					
			09:54 | 08:35	09:54 | 07:20					
1001	Smith Jhon	Manager							

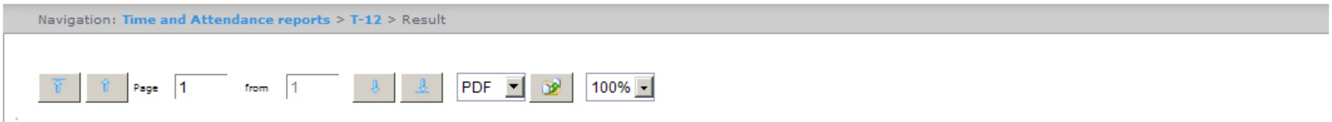
Department: **Department Employees**

Personnel number	Full Name	Position	Time of arrival/leaving						
			Time of presence				Hours worked		
			07.10.2013	08.10.2013	09.10.2013	10.10.2013	11.10.2013	12.10.2013	13.10.2013
	Employee 1								

T-12 and T-13 reports

Intellect Web Report System allows create **T-12** and **T-13** reports that represent time and attendance reports.
In **T-12** and **T-13** reports the information on worked time for every calendar day in a month is given. Also in **T-12** and **T-13** reports the total of worked hours (days) in a month and number of absences from work is given. Examples of **T-12** and **T-13** reports are given in the following figures correspondingly.

The **T-12** report is presented in the following figure.



Official Form

	Code
NMDC form	0301007
NDOC form	

(Company name)

Department 1
(Company department)

Document number	Date of forming
	05.11.2011

Reported period	
from	to
01.11.2011	30.11.2011

Table
of time/attendance and salaries/wages

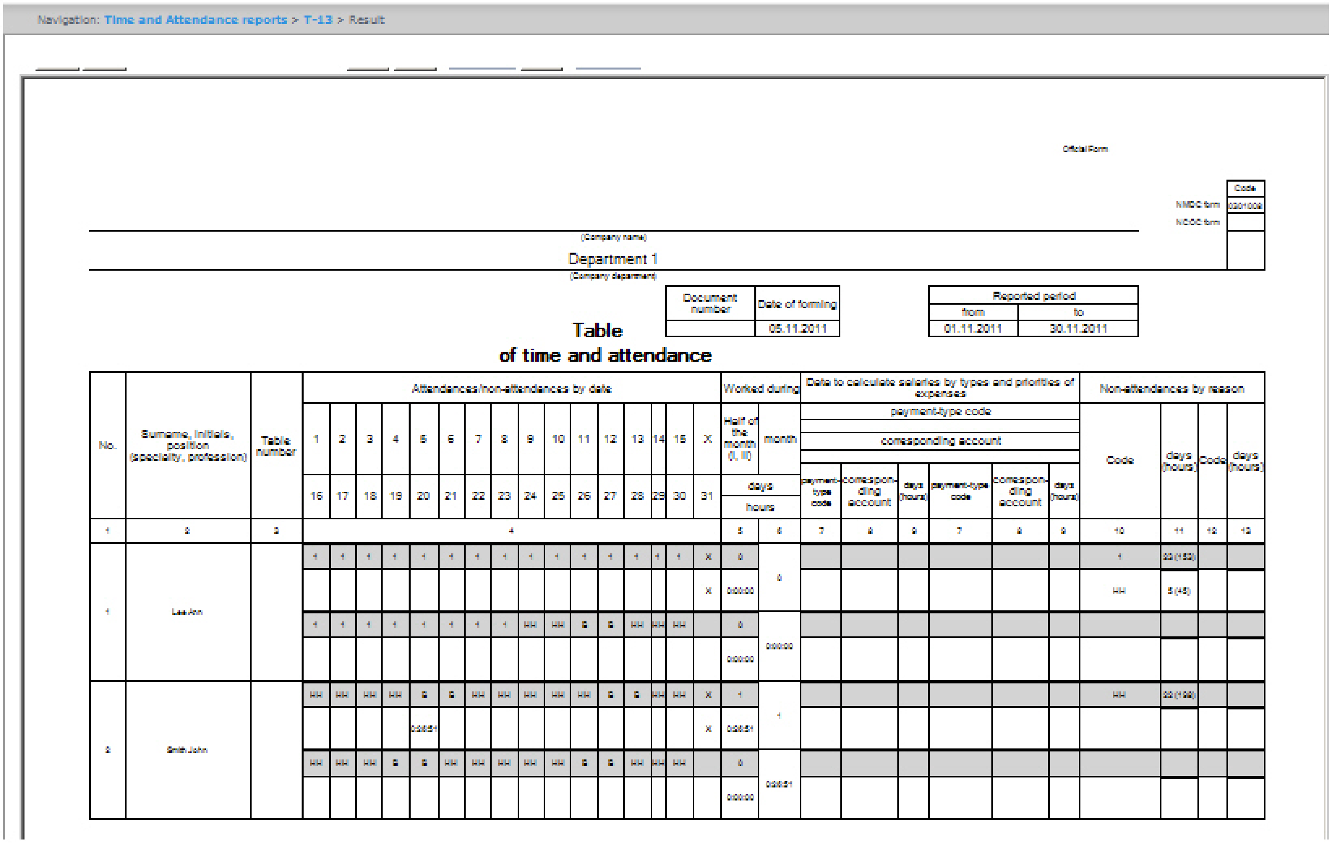
No.	Surname, initials, position (specialty, profession)	Table number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Hours worked during the first half of the month	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Hours worked during the second half of the month	Hours worked during a month: days	Hours worked during a month: hours: total	of them: overtime	of them: night	of them: days-off, holiday		The number of non-attendances, days (hours)	Of them by reason: Code	Of them by reason: days (hours)	The number of days off and holidays
1	2	3	4															5	6																7	8	9	10	11	12	13	14	15	16	17
1	Lee Ann		1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	0	1	1	1	1	1	1	1	1	HH	HH	B	B	HH	HH	HH		0							28		23	
																		0:00:00																	0:00:00	0	0:00:00	0:00:00	0:00:00	0:00:00		198:00:00	1	153:00:00	8
2	Smith John		HH	HH	HH	HH	B	B	HH	HH	HH	HH	HH	B	B	HH	HH	1	HH	HH	HH	B	B	HH	HH	HH	HH	HH	B	B	HH	HH	HH		0							22			
							0:26:51											0:26:51																	0:00:00	1	0:26:51	0:00:00	0:00:00	0:26:51		198:00:00			8

Person in charge (position) (signature) (printed name)

Head of the company department (position) (signature) (printed name) " " 20 year

In the 4 and 6 columns of **T-12** report and in the 4 column of **T-13** report the letter code (note of presence and absence, etc.) is given in the upper line, worked time is given in the bottom line.
In the 5 and 7 columns of **T-12** report and in the 5 column of **T-13** report the number of worked days is given in the upper line, time worked for half of a month is given in the bottom line. The 6 column of **T-13** report contains number of days and total time worked by every employee in a month.

The **T-13** report is presented in the following figure.



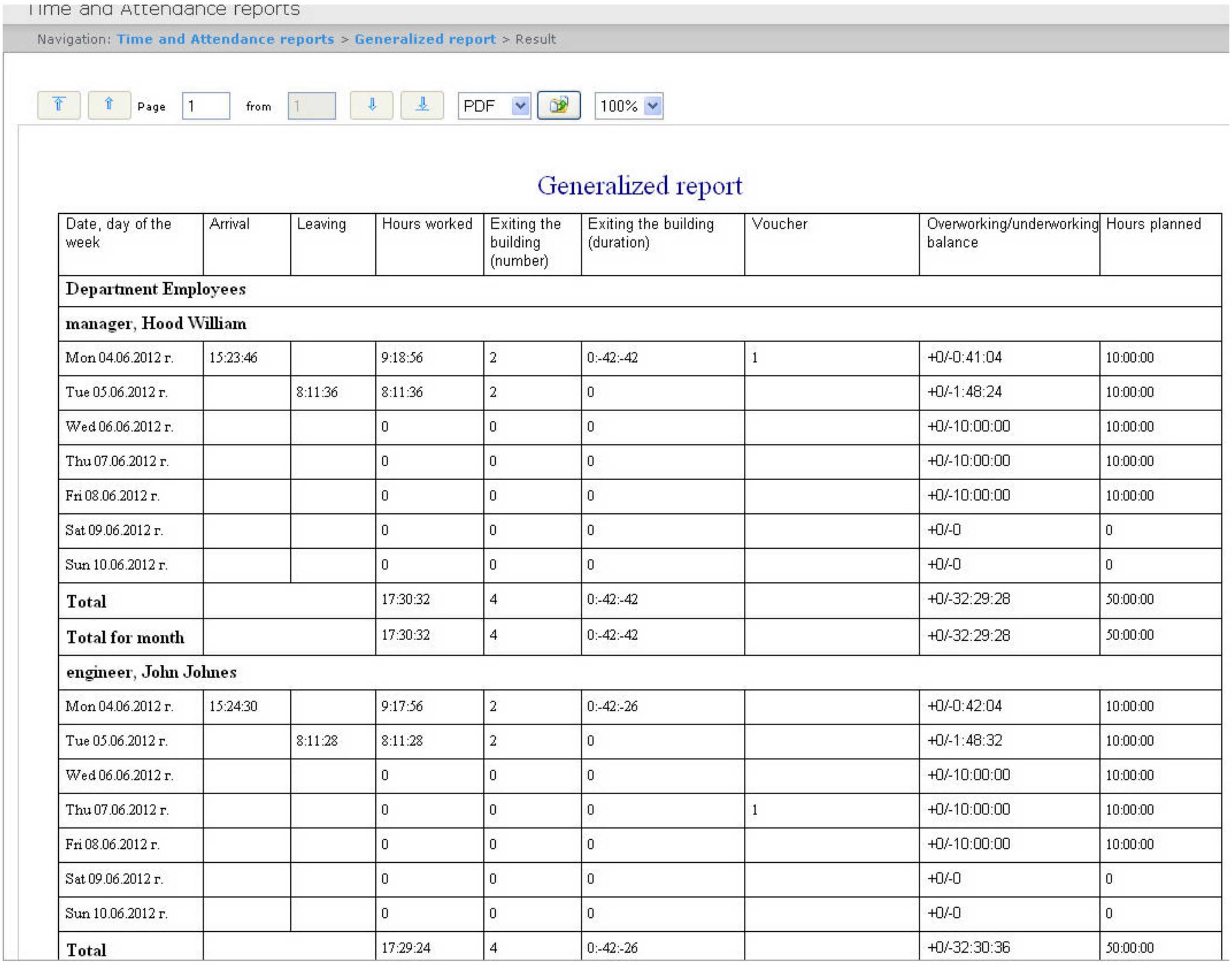
Information on salary accounting by expense kinds is given in the 7-9 columns of **T-13** report.

Total by worked time for a month is given in the 8-13 columns of **T-12** report.

Total by employee's absence from work is given in the 14-16 columns of **T-12** report and in the 10-13 columns of **T-13** rep ort.

Generalized report

Generalized report is a table that contains information on carrying out the workday order by employees for every day of selected period.


Time and Attendance reports

Navigation: Time and Attendance reports > Generalized report > Result

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Generalized report

Date, day of the week	Arrival	Leaving	Hours worked	Exiting the building (number)	Exiting the building (duration)	Voucher	Overworking/underworking balance	Hours planned
Department Employees								
manager, Hood William								
Mon 04.06.2012 г.	15:23:46		9:18:56	2	0:-42:-42	1	+0/-0:41:04	10:00:00
Tue 05.06.2012 г.		8:11:36	8:11:36	2	0		+0/-1:48:24	10:00:00
Wed 06.06.2012 г.			0	0	0		+0/-10:00:00	10:00:00
Thu 07.06.2012 г.			0	0	0		+0/-10:00:00	10:00:00
Fri 08.06.2012 г.			0	0	0		+0/-10:00:00	10:00:00
Sat 09.06.2012 г.			0	0	0		+0/-0	0
Sun 10.06.2012 г.			0	0	0		+0/-0	0
Total			17:30:32	4	0:-42:-42		+0/-32:29:28	50:00:00
Total for month			17:30:32	4	0:-42:-42		+0/-32:29:28	50:00:00
engineer, John Johnes								
Mon 04.06.2012 г.	15:24:30		9:17:56	2	0:-42:-26		+0/-0:42:04	10:00:00
Tue 05.06.2012 г.		8:11:28	8:11:28	2	0		+0/-1:48:32	10:00:00
Wed 06.06.2012 г.			0	0	0		+0/-10:00:00	10:00:00
Thu 07.06.2012 г.			0	0	0	1	+0/-10:00:00	10:00:00
Fri 08.06.2012 г.			0	0	0		+0/-10:00:00	10:00:00
Sat 09.06.2012 г.			0	0	0		+0/-0	0
Sun 10.06.2012 г.			0	0	0		+0/-0	0
Total			17:29:24	4	0:-42:-26		+0/-32:30:36	50:00:00

Report fields are described in the table.

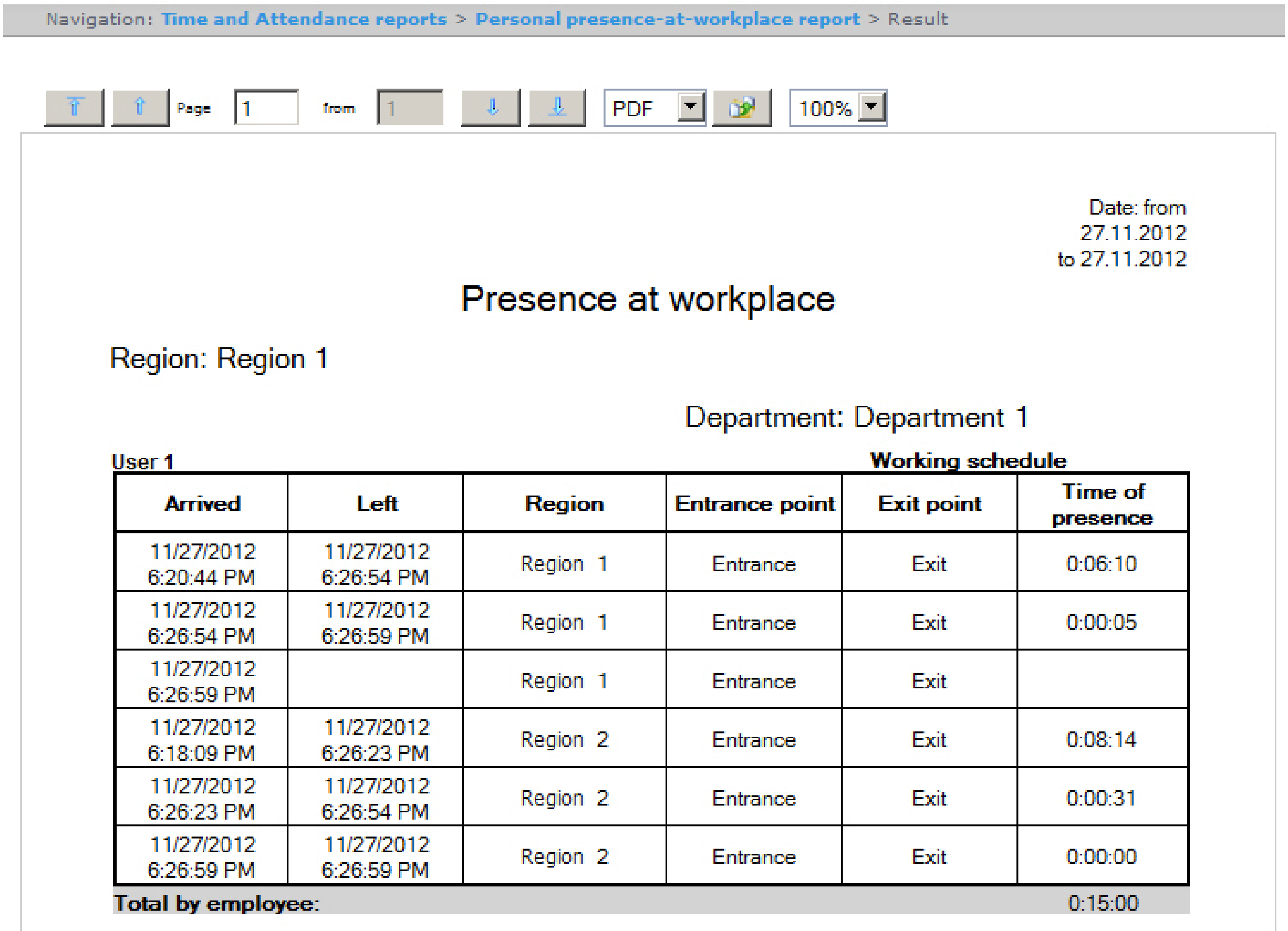
Field name	Description
Date, day of the week	Date, day of the week
Arrival	Time of arrival
Leaving	Time of leaving
Hours worked	Hours worked by employee
Leaving the building (number)	Number of leavings out of the building (region)
Leaving the building (duration)	Time when the employee is absent in the region
Explanation	Explanations made by employee
Overworking/underworking balance	Time of overwork/underwork
Hours planned	Planned workday duration

Note.
Note. Short form of the report contains the following fields:

1. Date, day of the week.
2. Hours worked.
3. Overworking/underworking balance.
4. Hours planned.

Personal presence-at-workplace report

Personal presence-at-workplace report contains the information about periods when an employee visited and left a specified region during a day and how long an employee was in a selected region for a specified period.



Date: from 27.11.2012 to 27.11.2012

Presence at workplace

Region: Region 1

Department: Department 1

User 1 — Working schedule

Arrived	Left	Region	Entrance point	Exit point	Time of presence
11/27/2012 6:20:44 PM	11/27/2012 6:26:54 PM	Region 1	Entrance	Exit	0:06:10
11/27/2012 6:26:54 PM	11/27/2012 6:26:59 PM	Region 1	Entrance	Exit	0:00:05
11/27/2012 6:26:59 PM		Region 1	Entrance	Exit	
11/27/2012 6:18:09 PM	11/27/2012 6:26:23 PM	Region 2	Entrance	Exit	0:08:14
11/27/2012 6:26:23 PM	11/27/2012 6:26:54 PM	Region 2	Entrance	Exit	0:00:31
11/27/2012 6:26:59 PM	11/27/2012 6:26:59 PM	Region 2	Entrance	Exit	0:00:00
Total by employee:					0:15:00

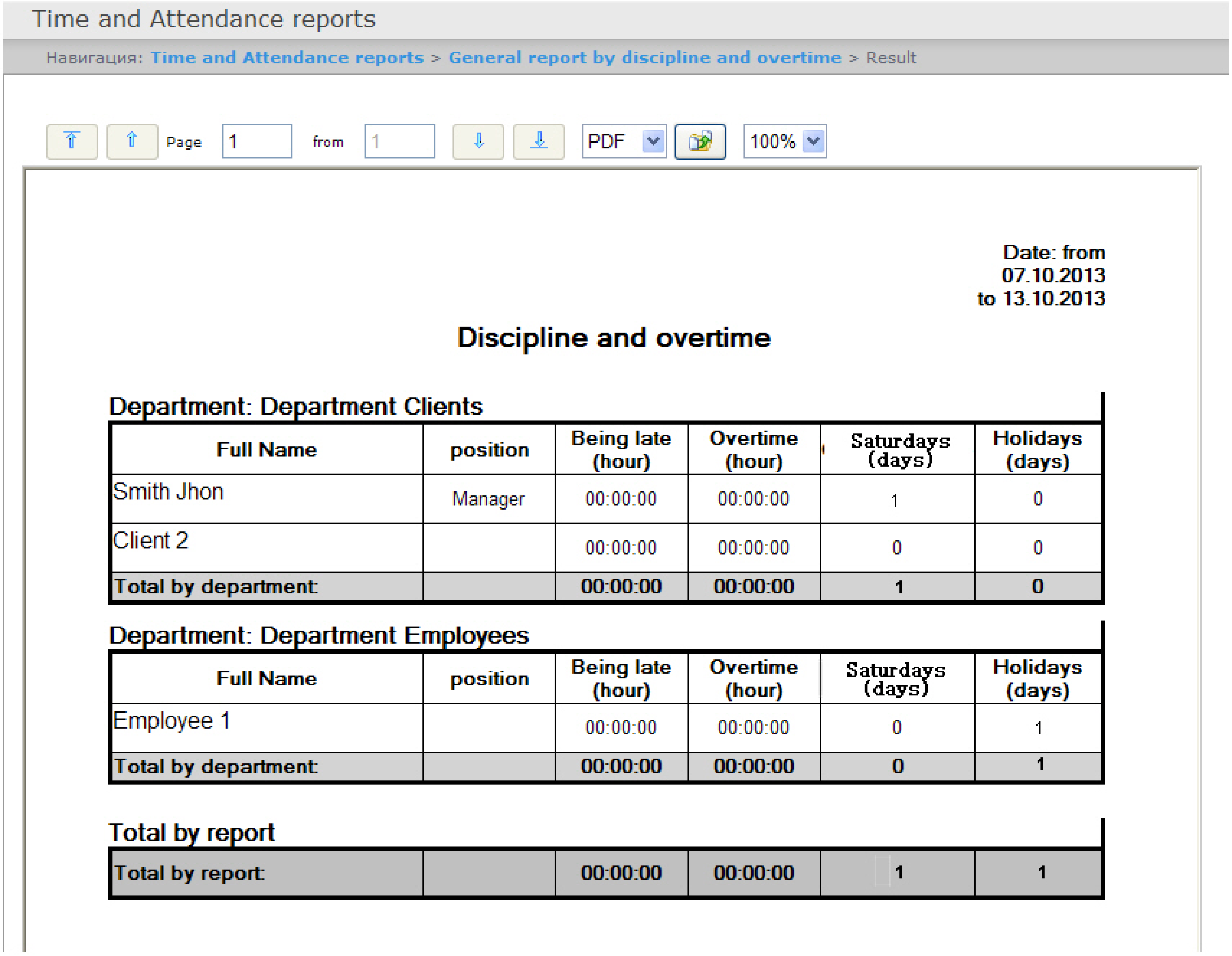
Report fields are described in the table.

Field name	Description
Arrived	Date and time of an employee's passage to a region
Left	Date and time an employee's leaving a region
Region	Name of visited region
Entrance point	Name of an entrance point to a region
Exit point	Name of an exit point to a region
Time of presence	Difference between the passage and leaving time

Note.
In the short form of the report the information about entrances and exits is not displayed. Only the total time of employee's presence in the selected regions is displayed.

General report by discipline and overtime

General report by discipline and overtime is a table that contains information on overtimes and beings late, about working of employee on weekend and holidays during the specified time period.



Date: from 07.10.2013 to 13.10.2013

Discipline and overtime

Department: Department Clients

Full Name	position	Being late (hour)	Overtime (hour)	Saturdays (days)	Holidays (days)
Smith Jhon	Manager	00:00:00	00:00:00	1	0
Client 2		00:00:00	00:00:00	0	0
Total by department:		**00:00:00**	**00:00:00**	**1**	**0**

Department: Department Employees

Full Name	position	Being late (hour)	Overtime (hour)	Saturdays (days)	Holidays (days)
Employee 1		00:00:00	00:00:00	0	1
Total by department:		**00:00:00**	**00:00:00**	**0**	**1**

Total by report

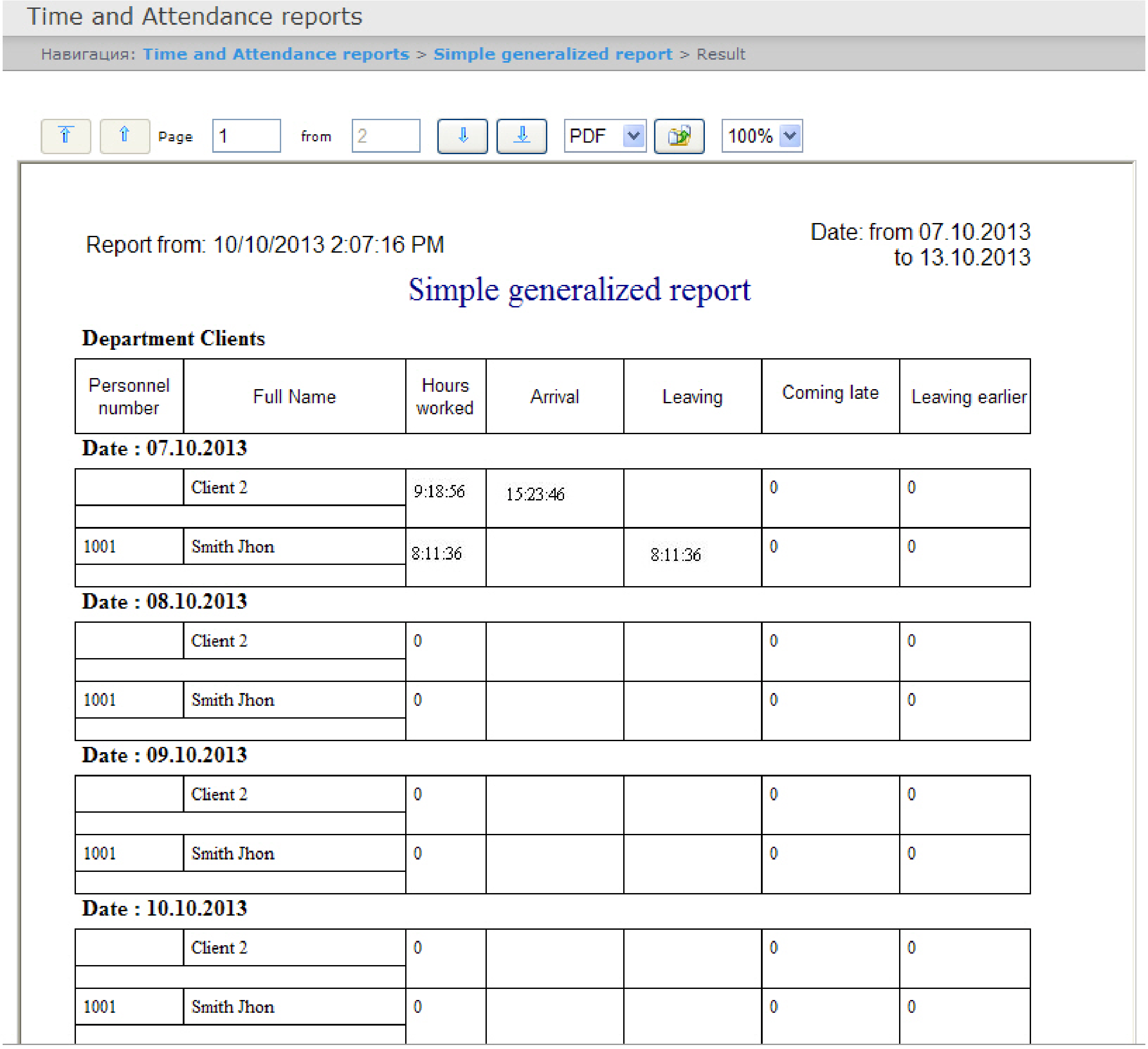
Total by report:		**00:00:00**	**00:00:00**	**1**	**1**

The report fields are described in the following table.

Field name	Description
Full name	Employee full name
Position	Employee position
Being late (hour)	General time if being late during the specified period (in hours)
Overtime (hour)	General time of overtime during the specified period (in hours)
Saturdays (days)	Number of worked weekend days
Holidays (days)	Number of worked holidays

Simple generalized report

Simple generalized report is a table that contains information about worked hours, time of employee arrival and leaving, and information about being late and underwork for each day of the specified period.


Time and Attendance reports

Навигация: Time and Attendance reports > Simple generalized report > Result

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Report from: 10/10/2013 2:07:16 PM

Date: from 07.10.2013
to 13.10.2013

Simple generalized report

Department Clients

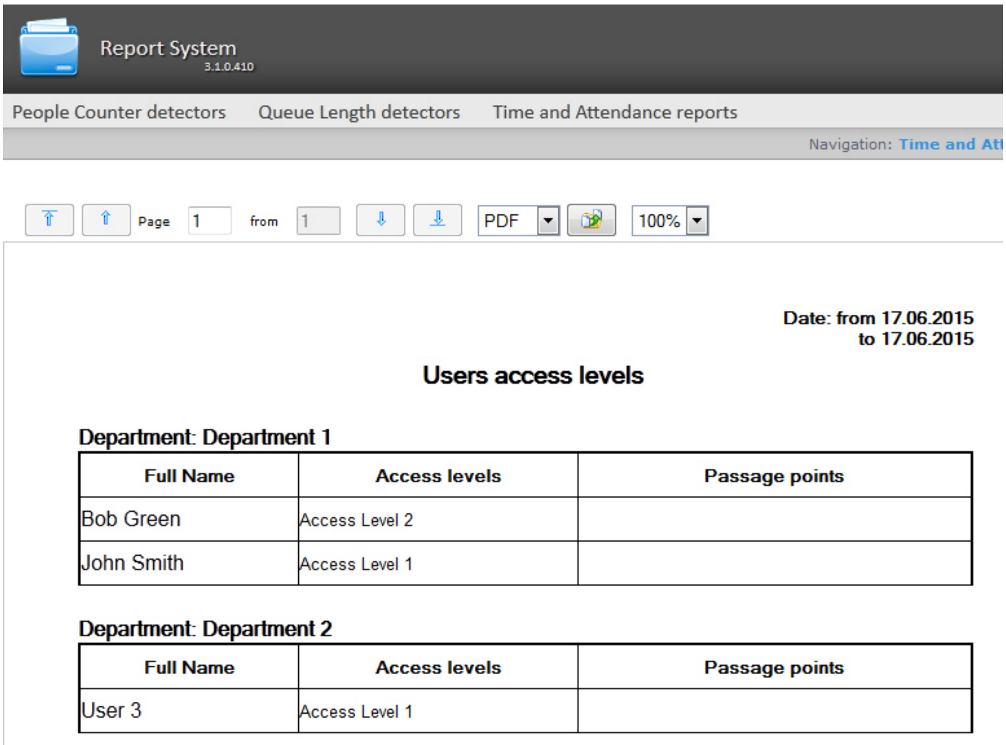
Personnel number	Full Name	Hours worked	Arrival	Leaving	Coming late	Leaving earlier
Date : 07.10.2013						
	Client 2	9:18:56	15:23:46		0	0
1001	Smith Jhon	8:11:36		8:11:36	0	0
Date : 08.10.2013						
	Client 2	0			0	0
1001	Smith Jhon	0			0	0
Date : 09.10.2013						
	Client 2	0			0	0
1001	Smith Jhon	0			0	0
Date : 10.10.2013						
	Client 2	0			0	0
1001	Smith Jhon	0			0	0

Report fields are described in the table.

Field name	Description
Personnel number	Employee personnel number
Full name	Employee full name
Hours worked	Hours worked by employee
Arrival	Time of arrival
Leaving	Time of leaving
Coming late	Time of coming late
Leaving earlier	Time on which employee left work earlier

Report by users access levels

A **Report by users access levels** contains information about access levels of selected employees and passage points through which selected employees can perform the pass.

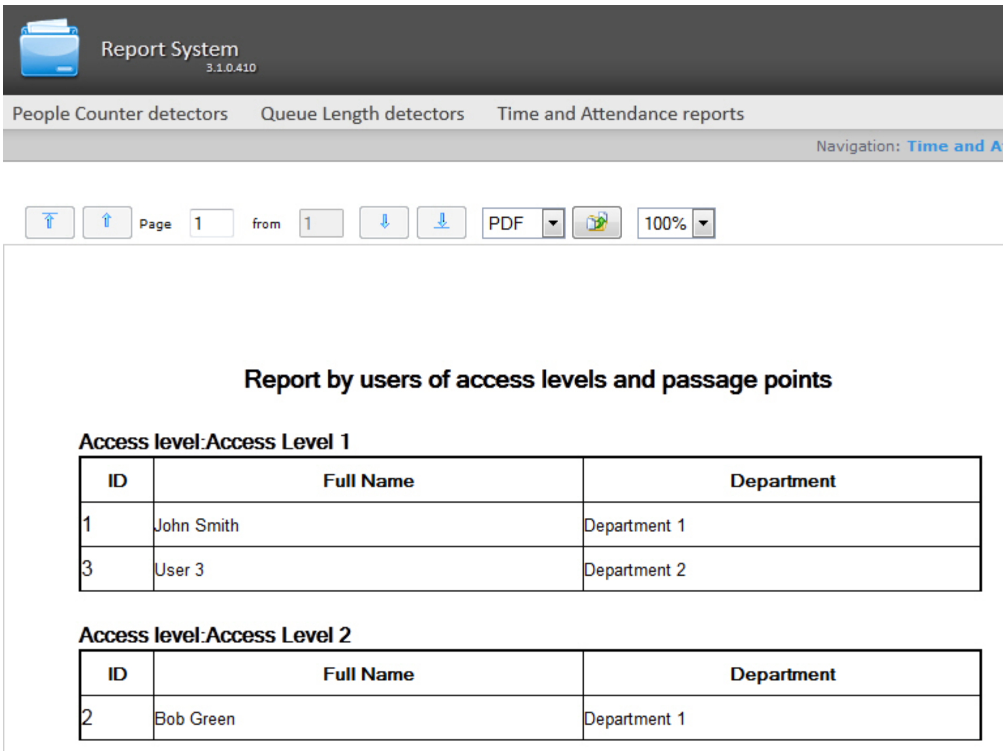


Report fields are described in the table.

Field name	Description
Full name	Full name of employee
Access Level	Access level of selected employee
Passage points	Passage points through which pass is performed

Report by users of access levels and readers

Report by users of access levels and readers contains information about users which have selected access level or selected passage point.

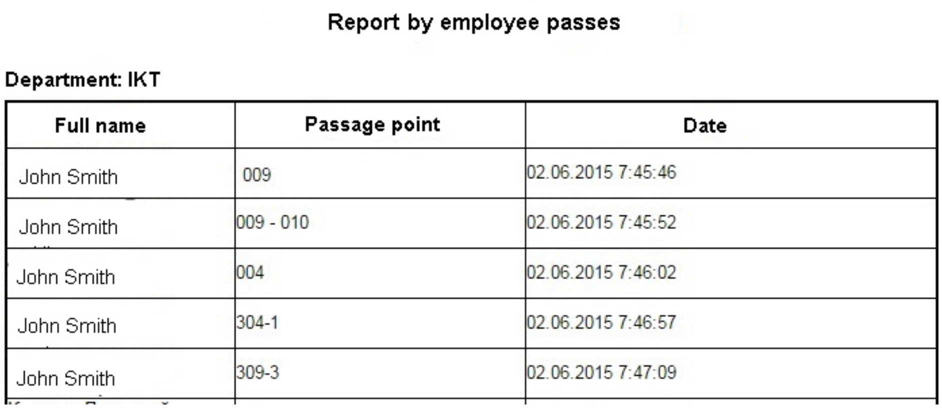


Report fields are described in the table.

Field name	Description
ID	ID of employee
Full name	Full name of employee
Department	Department to which employee belongs

Report by employee passes

Report by employee passes displays all interactions of selected employee with selected passage points. Report allows to detect moving of selected employee within specified zone.


Report by employee passes

Department: IKT

Full name	Passage point	Date
John Smith	009	02.06.2015 7:45:46
John Smith	009 - 010	02.06.2015 7:45:52
John Smith	004	02.06.2015 7:46:02
John Smith	304-1	02.06.2015 7:46:57
John Smith	309-3	02.06.2015 7:47:09

Report fields are described in the table.

Field name	Description
Full name	Full name of employee
Passage point	Passage point through which pass was performed
Date	Date and time of passage

Report by first and last card presenting per calendar day

Report by first and last card presenting per calendar day contains information about time of first and last presenting of card of selected employee to the passage point. In this report working schedules are ignored, data is displayed per calendar day. All passage points are analyzed while report creating.

Report by first and last card presenting per calendar day

Period: 01.05.2015 - 31.05.2015

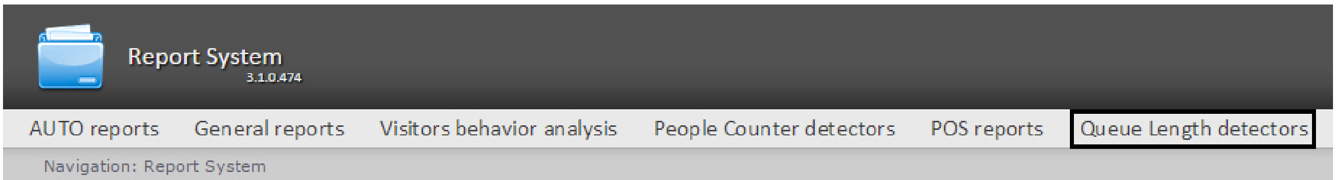
Отдел: **IKT**

ID	Full name	Position	Time of first/last card presenting						
870	John Smith	Product manager	01.05.2015	02.05.2015	03.05.2015	04.05.2015	05.05.2015	06.05.2015	07.05.2015
							07:56:05 / 17:02:48	07:45:54 / 17:01:48	07:26:30 / 17:02:48
			08.05.2015	09.05.2015	10.05.2015	11.05.2015	12.05.2015	13.05.2015	14.05.2015
			07:33:57 / 16:03:02				07:28:33 / 17:02:27	07:25:42 / 17:02:02	07:26:50 / 17:01:44
			15.05.2015	16.05.2015	17.05.2015	18.05.2015	19.05.2015	20.05.2015	21.05.2015
			07:22:51 / 17:02:38			07:26:33 / 17:02:12	07:27:20 / 17:00:58	07:22:54 / 17:02:06	07:20:50 / 17:02:55
			22.05.2015	23.05.2015	24.05.2015	25.05.2015	26.05.2015	27.05.2015	28.05.2015
			07:48:04 / 16:56:50			07:48:17 / 16:55:23	07:26:42 / 17:02:27	07:46:44 / 16:59:15	07:29:07 / 17:01:38
			29.05.2015	30.05.2015	31.05.2015				
			08:13:20 / 16:35:05						
1844	Bob Green	Administrator	01.05.2015	02.05.2015	03.05.2015	04.05.2015	05.05.2015	06.05.2015	07.05.2015
						07:49:03 / 10:56:30	08:44:47 / 16:15:09	07:47:27 / 17:02:01	07:51:57 / 17:04:06
			08.05.2015	09.05.2015	10.05.2015	11.05.2015	12.05.2015	13.05.2015	14.05.2015
			07:58:29 / 16:01:01				07:50:45 / 17:08:50	08:07:13 / 17:14:07	08:10:33 / 17:32:23
			15.05.2015	16.05.2015	17.05.2015	18.05.2015	19.05.2015	20.05.2015	21.05.2015
			07:50:29 / 17:06:14			07:34:21 / 17:13:14	08:03:28 / 17:00:41	08:14:14 / 17:07:56	07:27:18 / 16:14:50
			22.05.2015	23.05.2015	24.05.2015	25.05.2015	26.05.2015	27.05.2015	28.05.2015
			09:02:11 / 17:01:26			08:31:07 / 17:02:03	08:01:01 / 17:07:18	08:03:06 / 17:06:50	08:06:55 / 17:15:22

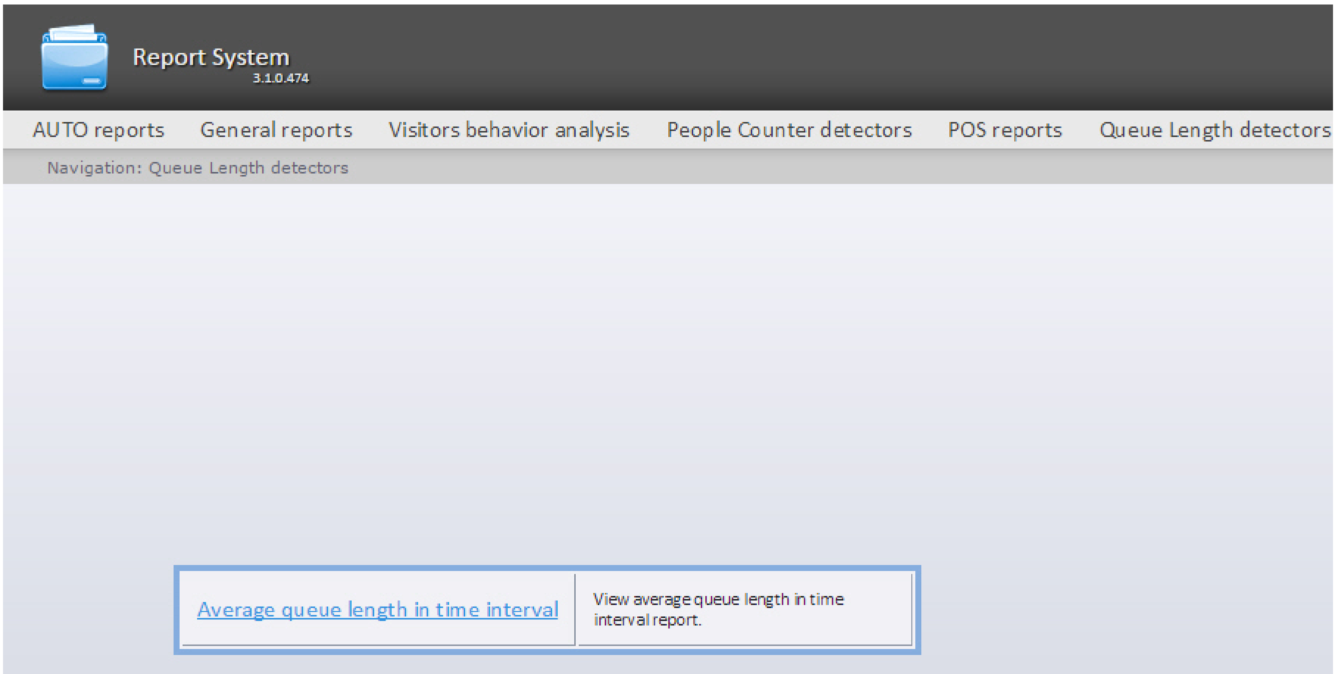
Note.
Minimal time period for report displaying is a week.

Working with reports by Queue Length detectors

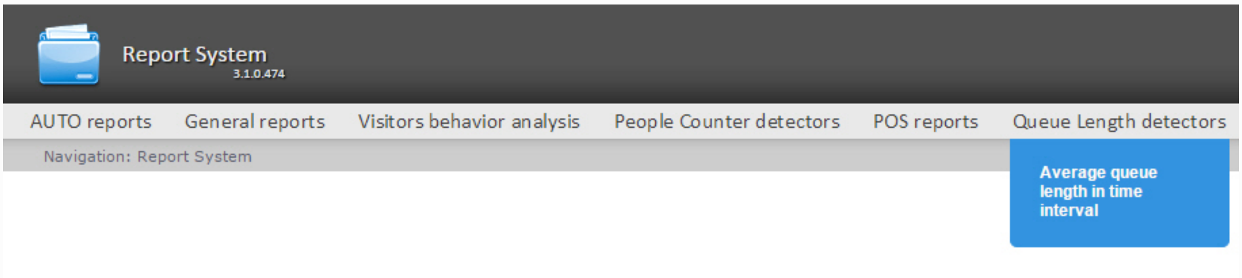
To create a Queue Length report click **QueueLength detectors** in the report menu of *Intellect Web Report System.*



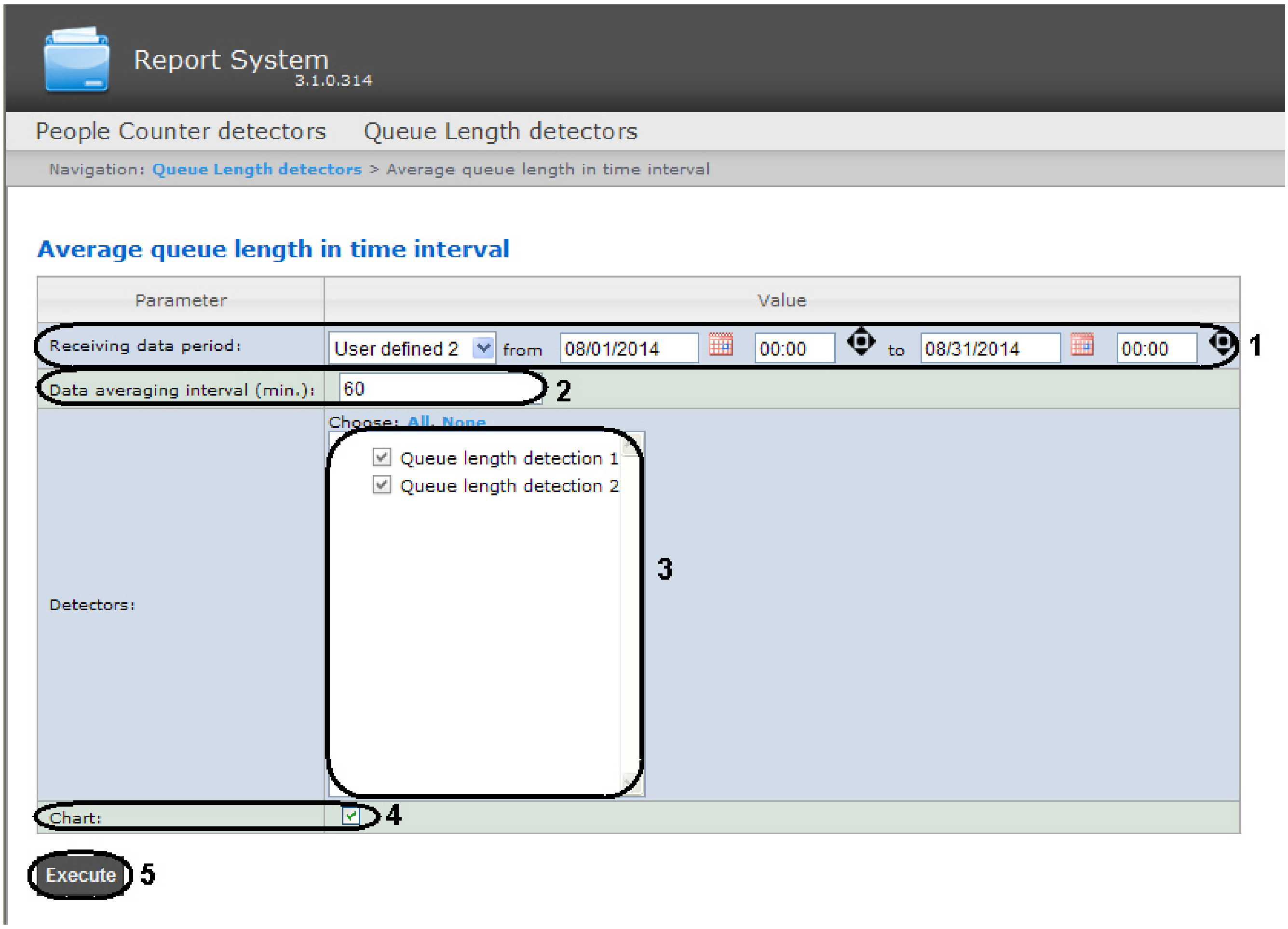
Click **Average queue length in time interval**.



Note.
Link of going to a report of average queue length in time interval is available when cursor is hovered over the **Queue Length detectors** link in the report menu.



A page of a report of average queue length in time interval is displayed.



Set the following report parameters:

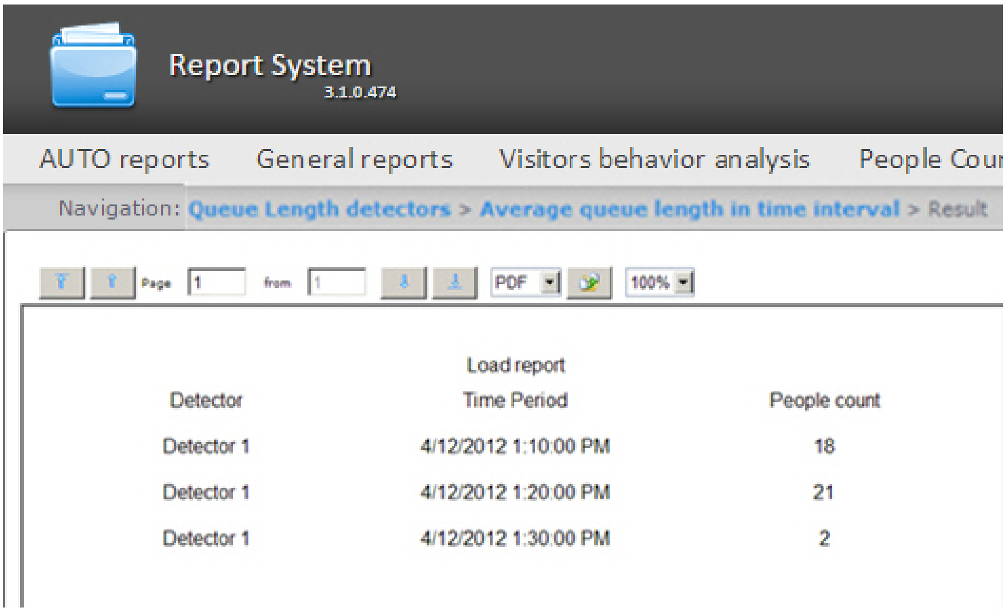
1. Specify the period in the following way:
   a. From the **Period:** drop-down list select the time period for which the report is to be created (**1**).
   b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the button near the corresponding field to use the **Calendar** tool.
   c. If the **User defined 2** period is selected, enter additionally the time of start and end periods for which the report is to be created using the button.
   If another period type is selected, specifying the date of start and end periods is not needed.
2. Enter a period of time (in minutes) between load values in the **Step (min.)** field (**2**). The average values of queue length for the specified interval are displayed in the report.

> **Note.**
> If the average value is null the empty report will be displayed for such intervals for the specified period. It is recommended to change the step in this case.

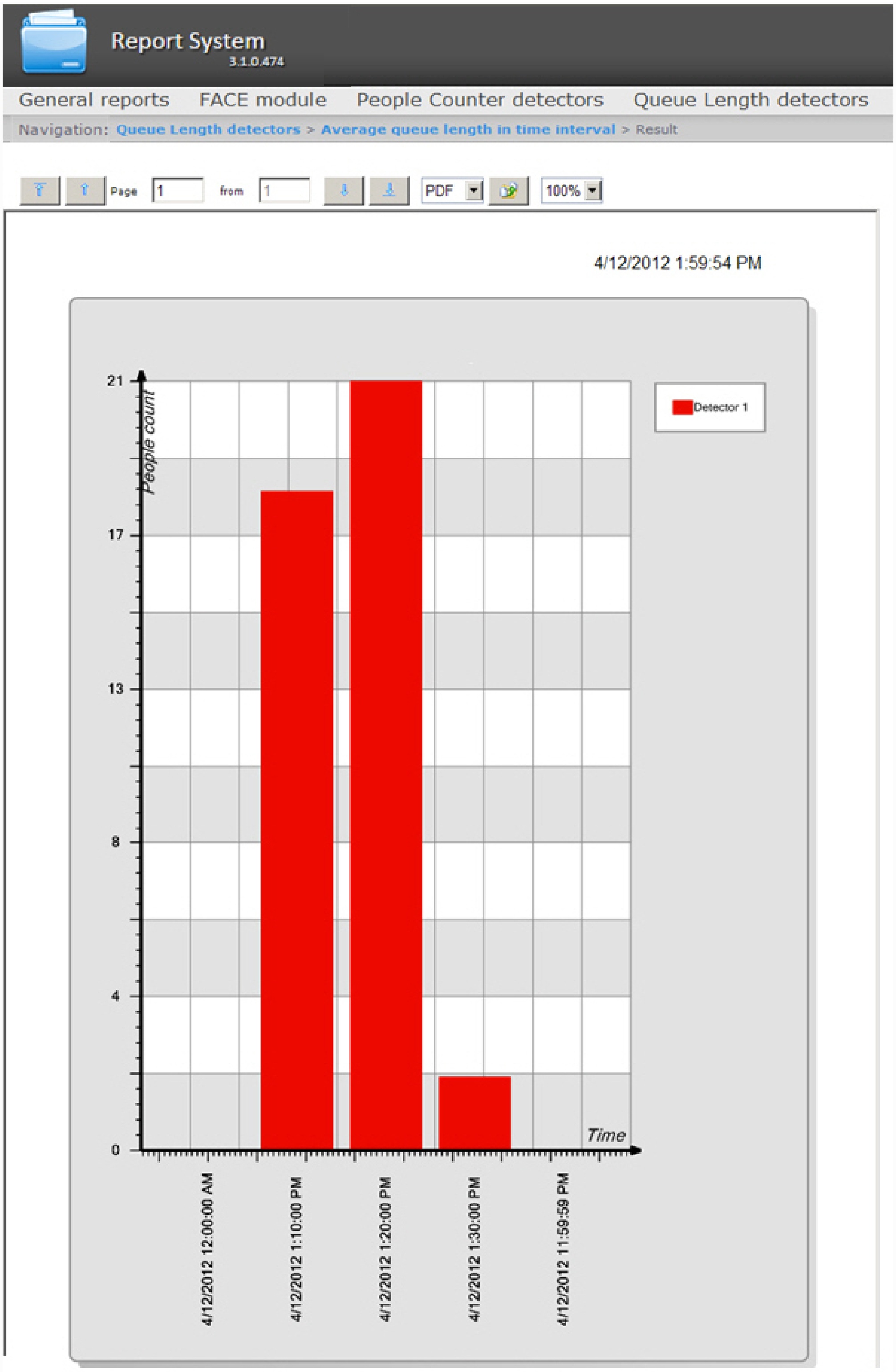
3. In the **Detectors** field set checkboxes in those **Queue length** objects information on which should be displayed in the report (**3**).
4. If it is necessary to view a report as a chart, set the corresponding checkbox (**4**).

To create a report click **Execute** (**5**).

As a result a report of average queue length in time interval with specified parameters is displayed.



Note.
Example of a report of average queue length in time interval as a chart is given in the following figure.



Working with reports by People Counter detectors

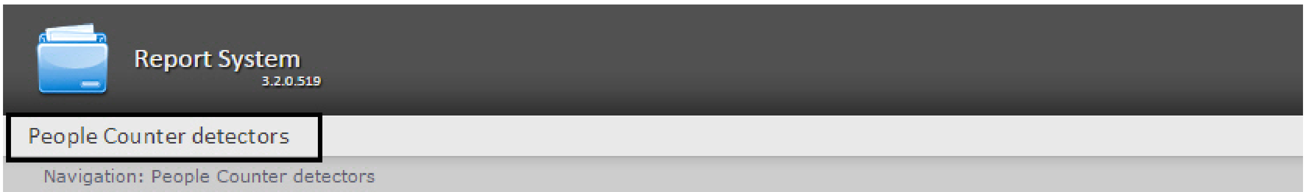
Selecting a type of reports by People Counter detector

It is possible to create the following reports by data of people counter detector:

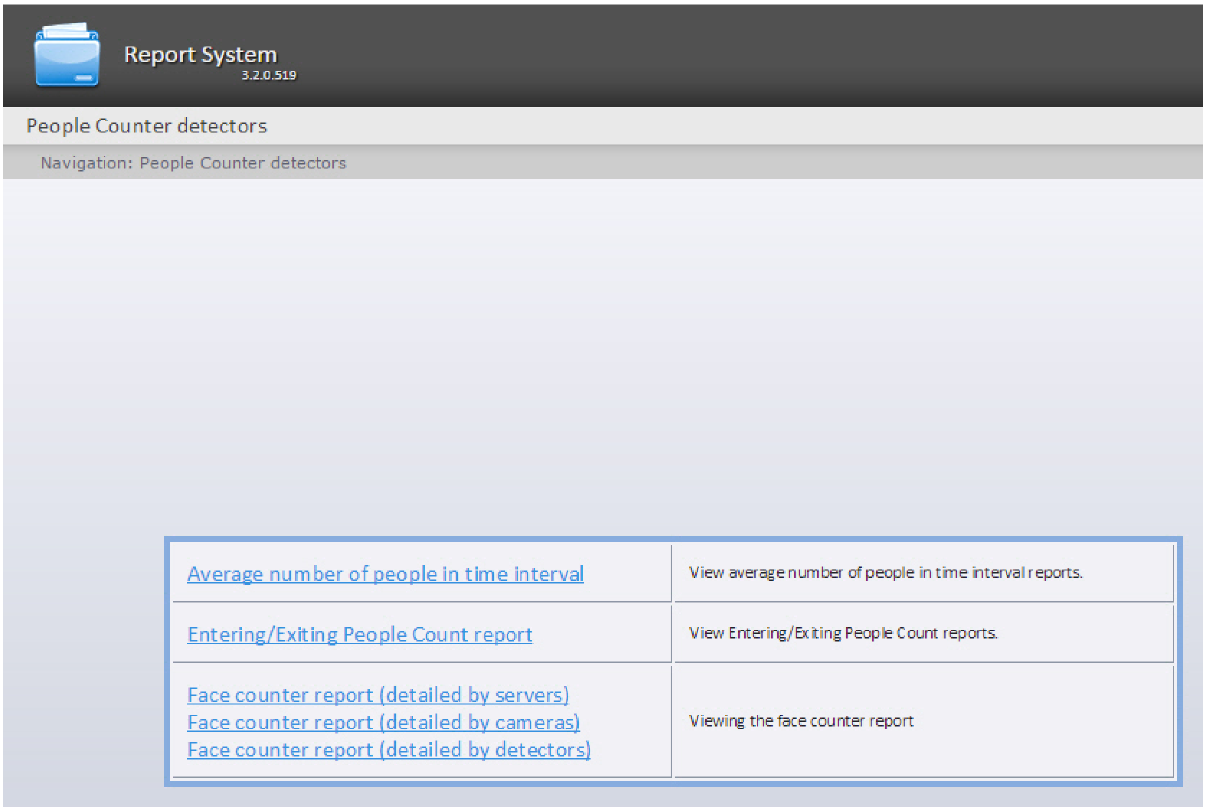
1. Average number of people in time interval. This report allows getting data about the people quality for the selected time period. Data can be presented as a table and chart.
2. Entering/Exiting People Count report. This report allows getting data about the number of entering/exiting people. Data can be presented as a table and chart.
3. Face counter report (detailed by servers). This report allows getting data about the people quality using data from the face recofnition servers. Data can be presented as a table and chart.
4. Face counter report (detailed by cameras). This report allows getting data about the people quality using data from

the video cameras. Data can be presented as a table and chart.
5. Face counter report (detailed by detectors). This report allows getting data about the people quality using data from the face detectors.
6. . This report allows getting data about number of unidentidied persons. Data can be presented as a table and chart.

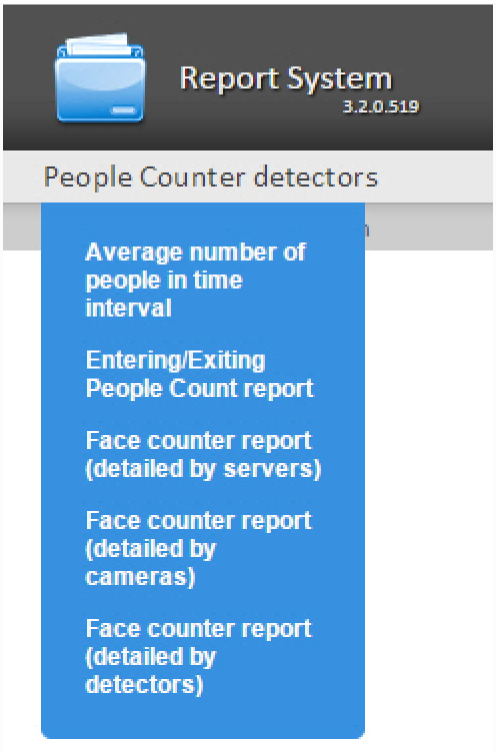
To select a type of report by people counter detectors click **People Counter detectors** link in the report menu of *Intellect Web Report System*.



As a result the list of available reports by people counter detectors is displayed. For switching to the required report click the corresponding link.



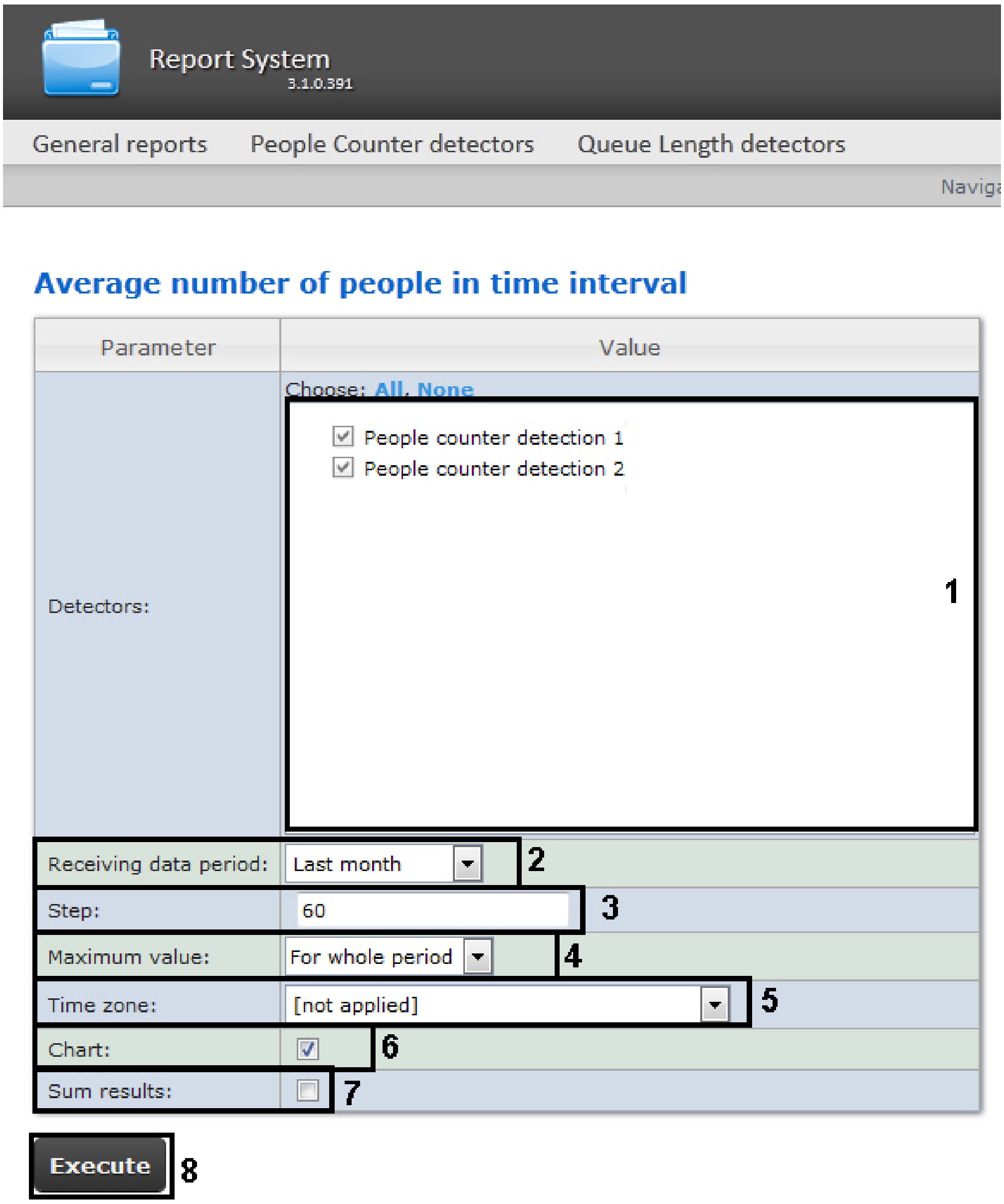
Note.
List of links for switching to reports by people counter detectors is available when hovering over the **People Counter detectors** link in the report menu.



Creating a report of average number of people in time interval

In order to create a report of average number of people in time interval, do the following:

1. Select the **Average number of people in time interval** type (see Selecting a type of reports by People Counter detector section).
2. As a result the dialog box for specifying the report parameters will be displayed.



Set the following report parameters:

1. In the **Detectors** field set checkboxes in those **People counter** objects information on which should be displayed in the report (**1**).
2. Specify the period in the following way:
   a. From the **Receiving data period:** drop-down list select the time period for which the report is to be created (**2**).
   b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the button near the corresponding field to use the **Calendar** tool.
   c. If the **User defined 2** period is selected, enter additionally the time of start and end periods for which the report is to be created using the button.
   If another period type is selected, specifying the date of start and end periods is not needed.
3. Enter a time period (in minutes) during which the values received from people counter detector will be averaged in the **Step** field (**3**). The average values of people amount for the specified interval are displayed in the report.

> **Note.**
> If the average value is null the empty report will be displayed for such intervals for the specified period. It is recommended to change the step in this case.

4. In the **Max value** field specify a maximum value of people that will be displayed in a chart (**4**).
5. From the **Time zone:** drop-down list select time zone by which report is to be created (**5**).

> **Note.**
> Time zones created in the *Intellect* software package which have only one time period and haven't got any inclusions are available to select. Selection of week days is not performed. Detailed information about

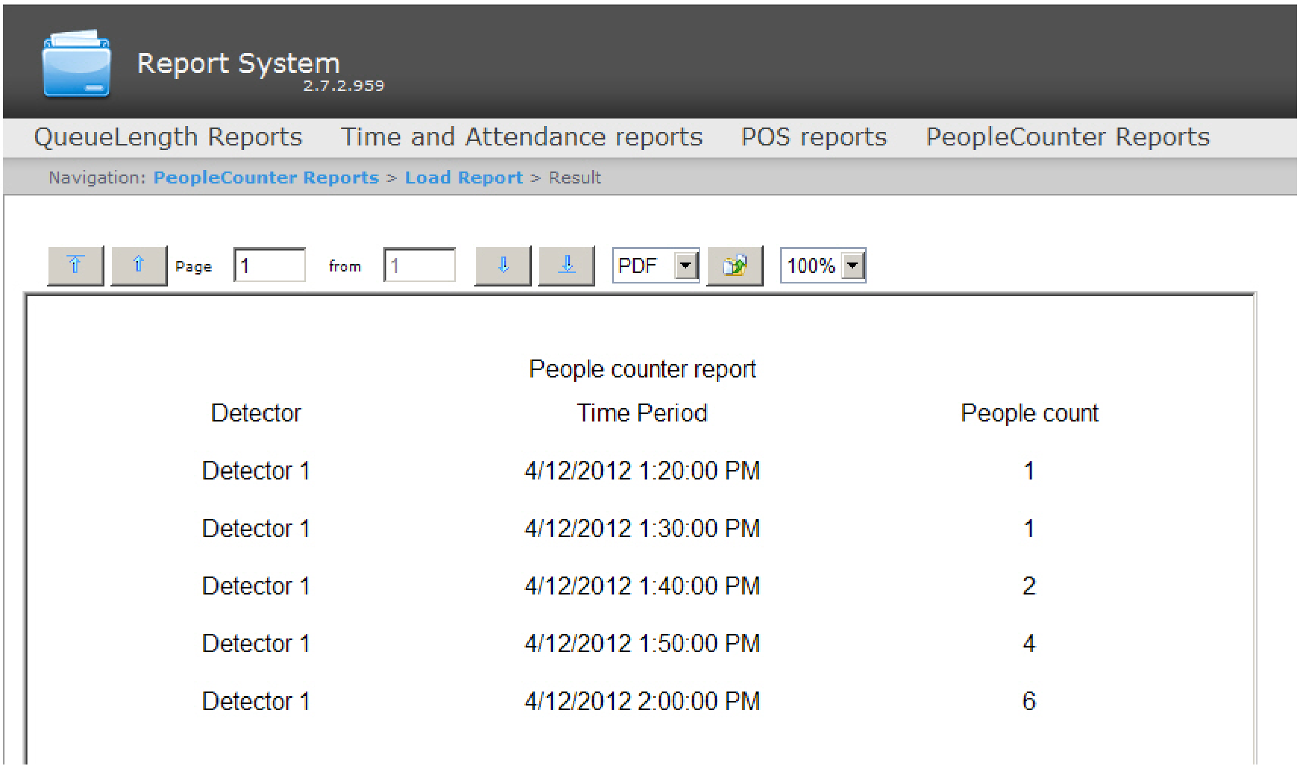
creation and using of time zones is presented in the Creating and using time zones section.

6. If it is necessary to view a report as a chart, set the corresponding checkbox (**6**).
7. Set the **Sum results:** checkbox to display sum result by selected detections in the report (**7**).
8. To create a report click **Execute** (**8**).

Procedure of working the people counter detector for creation the report of average number of people in time interval is follows:

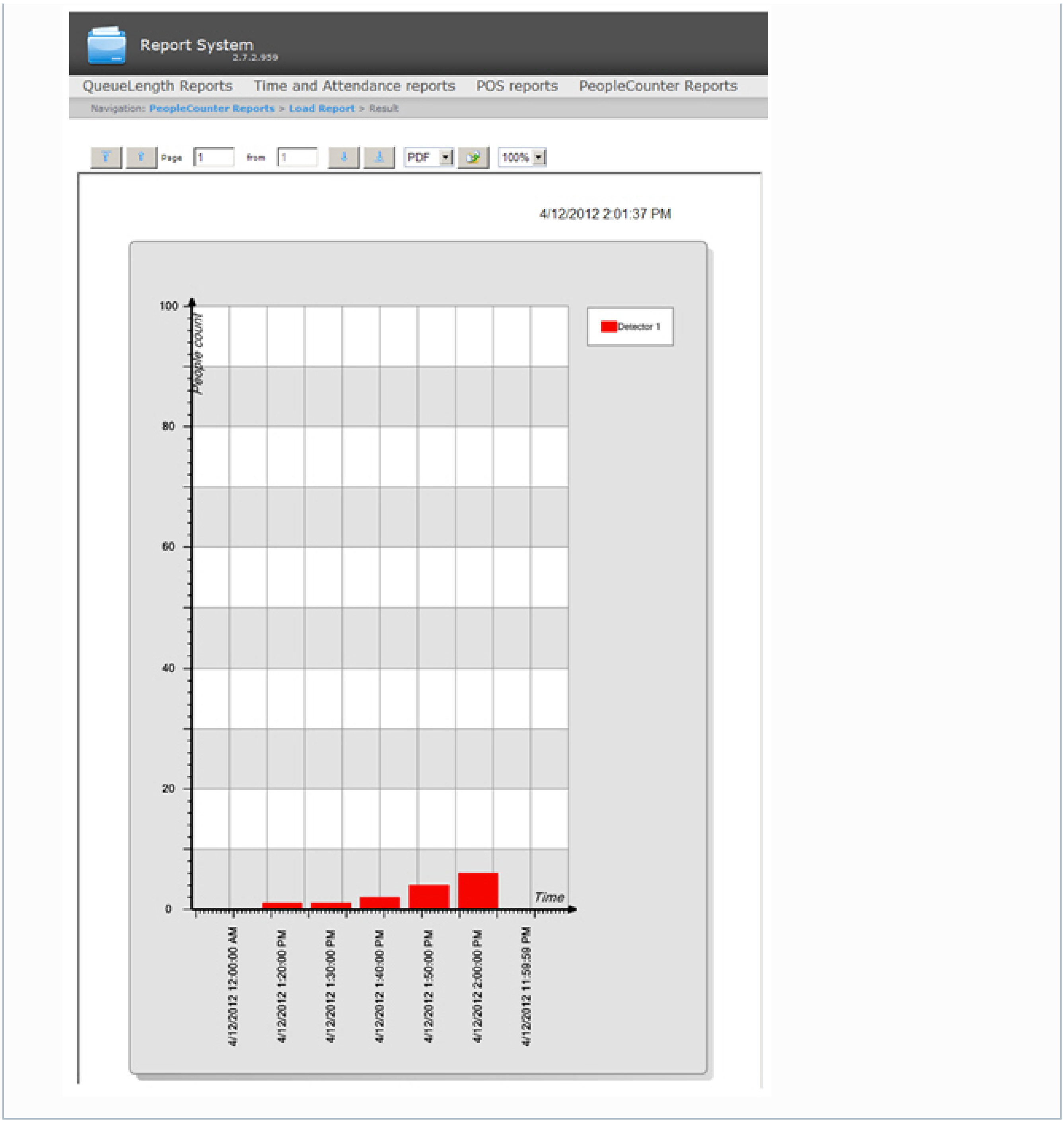
1. The basic data are events about enter and exit sorted by time.
2. Do the previous calculations to create the "Number of people at a time" function:
   2.1 During the specified period the "current number of people" in the zone is calculated at a time. Depending on the people entering or exiting the basic data is increasing or reducing by one.
   2.2 If the "current number of people" takes the negative value on the next step (the number of exiting people from the area is more than number of entering people to this area), the "current number of people" is set to zero. Also, the "current number of people" is set to zero every day at 2 a.m. (on default) or after the time (in minutes) past midnight specified as PeopleCounterZeroPointMinute key in C:\Program Files\Intellect\Modules\Wt2\Web.config file. For example, the string
   add key="PeopleCounterZeroPointMinute" value="60"
   means that the people counter is set to zero in 60 minutes past midnight.
   2.3 It there are no events about entering or exiting to the defined time, the "current number of people" remains unchanged.
3. For every interval calculate the average number of people being in the area. "Average number of people for the interval" is calculated as the average value of "Number of people at a time" function at a time.

As a result a report of average number of people in time interval with specified parameters is displayed.



Detector	Time Period	People count
Detector 1	4/12/2012 1:20:00 PM	1
Detector 1	4/12/2012 1:30:00 PM	1
Detector 1	4/12/2012 1:40:00 PM	2
Detector 1	4/12/2012 1:50:00 PM	4
Detector 1	4/12/2012 2:00:00 PM	6

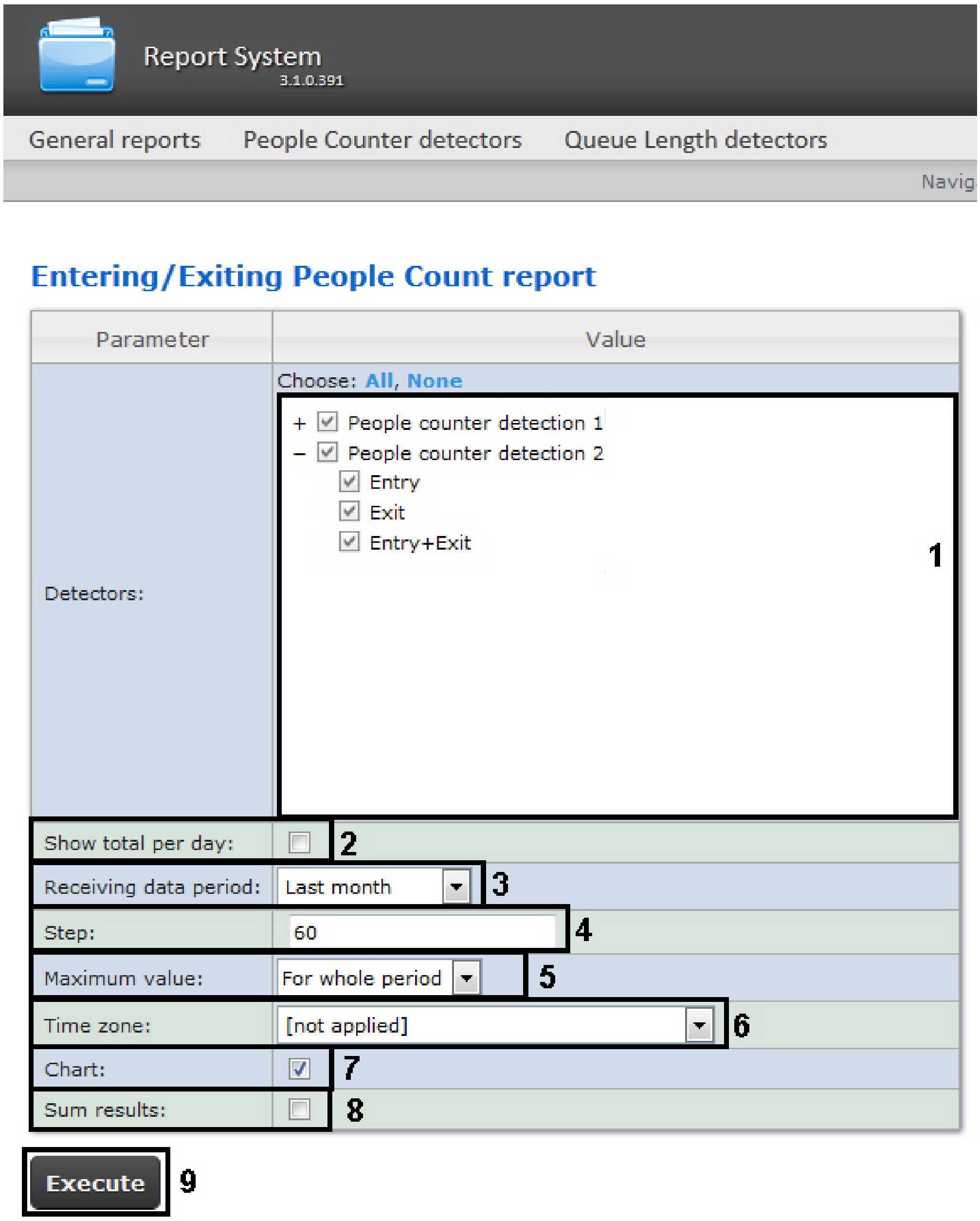
Note.
Example of a report of average number of people in time interval as a chart is given in the following figure.



Creating an Entering/Exiting People Counter report

In order to create an **Entering/Exiting People Counter report**, do the following:

1. Select the **Entering/Exiting People Counter report** type (see Selecting a type of reports by People Counter detector section).
2. As a result the dialog box for specifying the report parameters will be displayed.



Set the following report parameters:

1. In the **Detectors** field set checkboxes in those **People counter** objects information on which should be displayed in the report (**1**). For each detector select a value on which the report is to be created: entry, exit, entry+exit.

> **Note.**
> Select the **Entry+Exit** value if the report is to be created on total number of passes.

2. Set the **Show total per day:** checkbox to display sum of positions per day (**2**).
3. Specify the period in the following way:
   a. From the **Receiving data period:** drop-down list select the time period for which the report is to be created (**3**).
   b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the button near the corresponding field to use the **Calendar** tool.
   c. If the **User defined 2** period is selected, enter additionaly the time of start and end periods for which the report is to be created using the button.
   If another period type is selected, specifying the date of start and end periods is not needed.
4. Enter a time period (in minutes) during which the values received from people counter detector will be summarized in the **Step** field (**4**).
5. From the **Maximum value** drop-down list select a maximum value of people that will be displayed in a chart (**5**).
6. From the **Time zone:** drop-down list select time zone by which report is to be created (**6**).

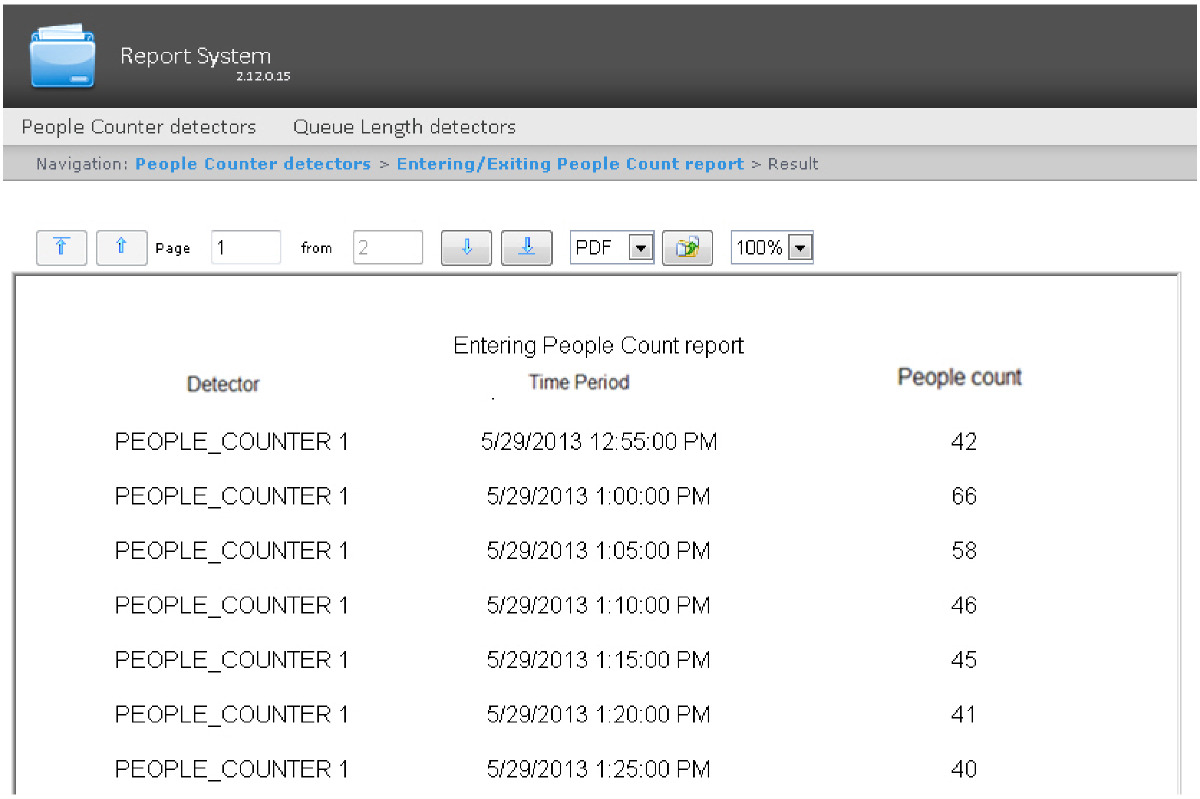
> **Note.**

Time zones created in the *Intellect* software package which have only one time period and haven't got any inclusions are available to select. Selection of week days is not performed. Detailed information about creation and using of time zones is presented in the Creating and using time zones section.

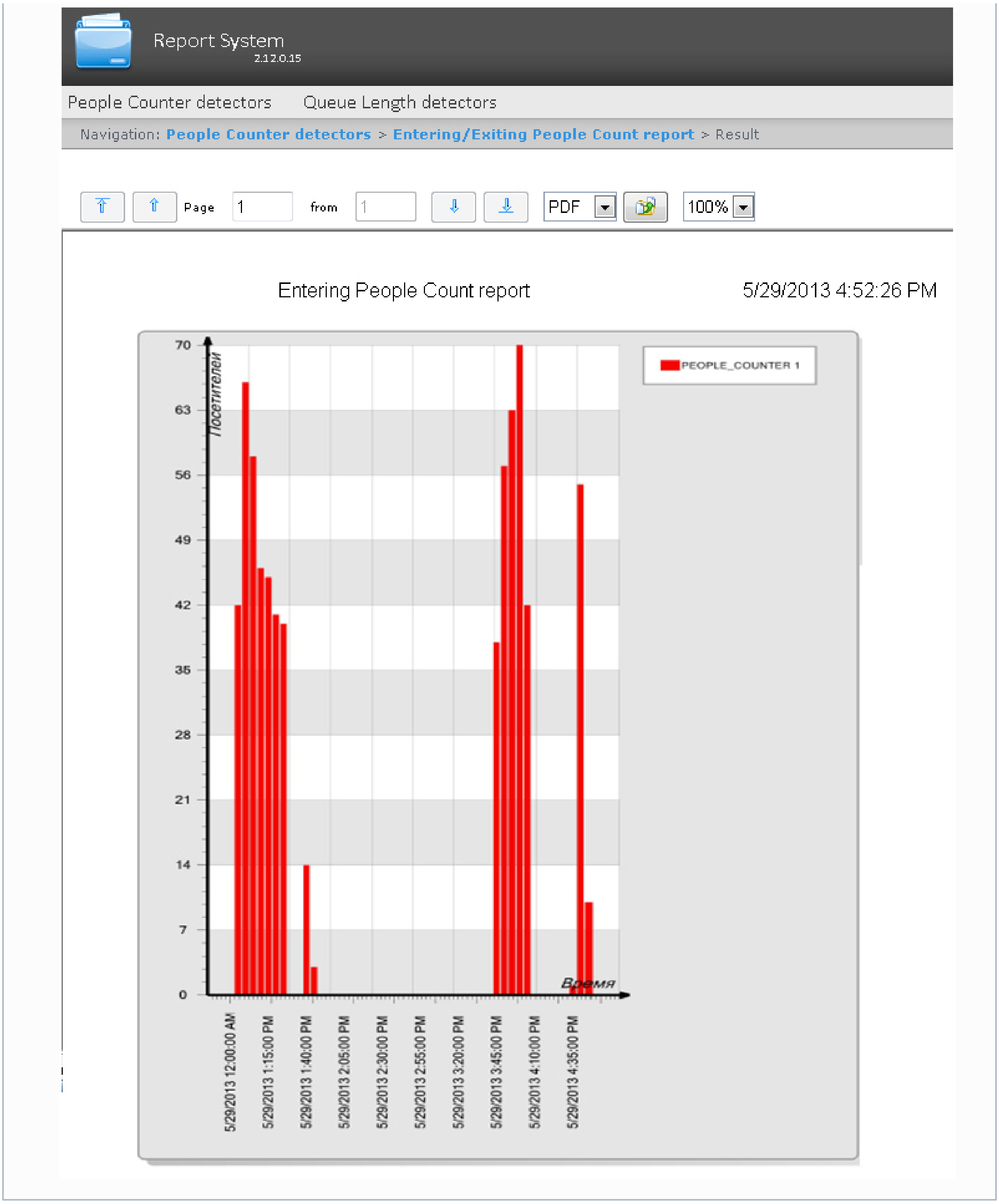
7. If it is necessary to view a report as a chart, set the corresponding checkbox (**7**).
8. Set the **Sum results:** checkbox to display sum result by selected detections in the report (**8**).
9. To create a report click **Execute** (**9**).

Entering/Exiting people counting is performed by summation of "enter"/ "exit" events at every interval.

As a result an **Entering/Exiting People Counter report** with specified parameters is displayed.



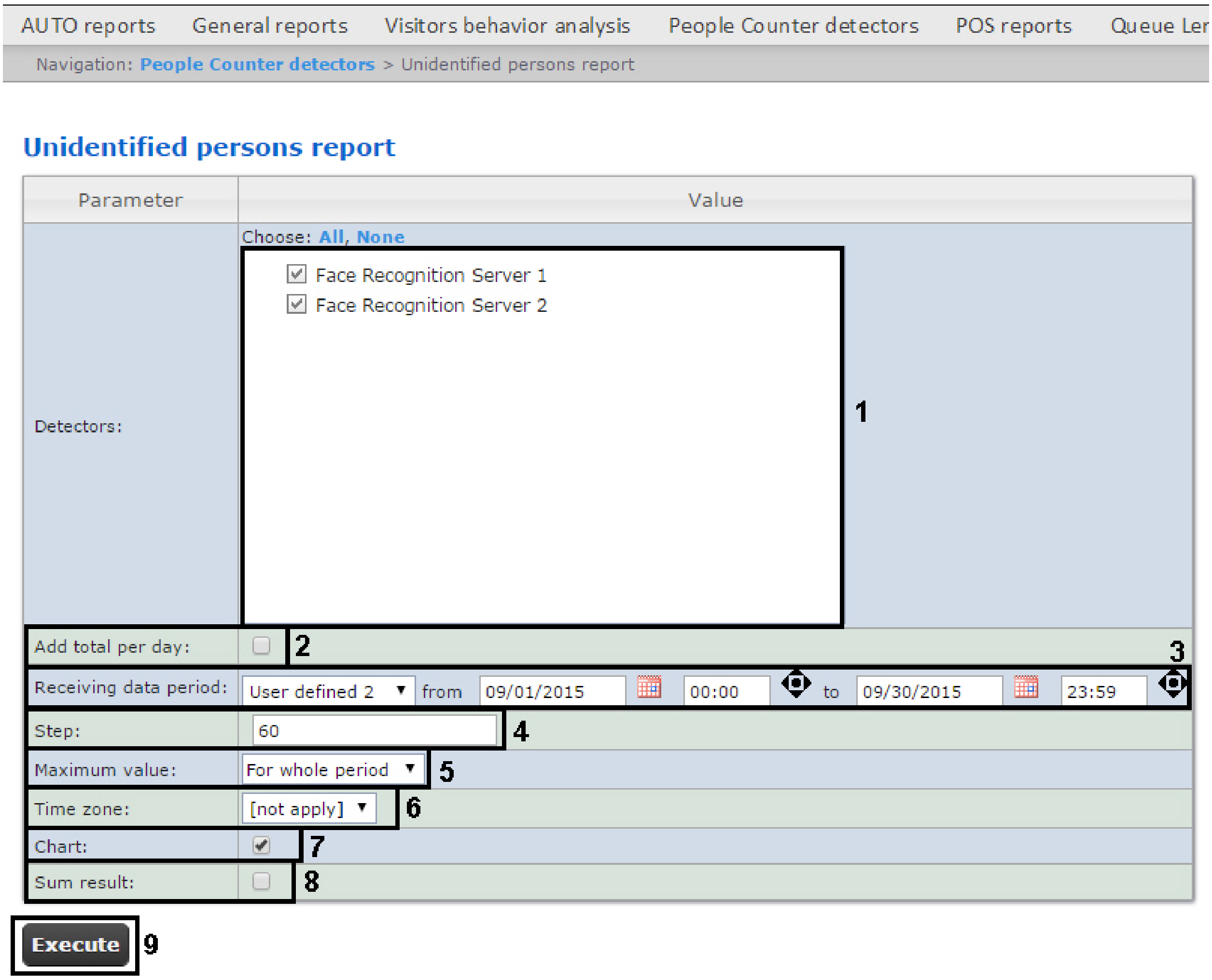
Note.
Example of a **Entering/Exiting People counter report** as a chart is given in the following figure.



Creating a Face counter report detailed by servers

In order to create a face counter report detailed by servers, do the following:

1. Select the **Face counter report (detailed by servers)** type (see Selecting a type of reports by People Counter detectorSelecting a type of reports by People Counter detector section).
2. As a result the dialog box for specifying the report parameters will be displayed.



Set the following report parameters:

1. In the **Detectors** field set checkboxes in those **Face Recognition Server** objects information on which should be displayed in the report (**1**).
2. Set the **Add total per day:** checkbox to display sum of positions per day (**2**).
3. Specify the period in the following way:
    a. From the **Receiving data period:** drop-down list select the time period for which the report is to be created (**3**).
    b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the button near the corresponding field to use the **Calendar** tool.
    c. If the **User defined 2** period is selected, enter additionaly the time of start and end periods for which the report is to be created using the button.
    If another period type is selected, specifying the date of start and end periods is not needed.
4. Enter a time period (in minutes) during which the values received from people counter detector will be summarized in the **Step** field (**4**).
5. From the **Maximum value** drop-down list select a maximum value of people that will be displayed in a chart (**5**).
6. From the **Time zone:** drop-down list select time zone by which report is to be created (**6**).

> **Note.**
> Time zones created in the *Intellect* software package which have only one time period and haven't got any inclusions are available to select. Selection of week days is not performed. Detailed information about creation and using of time zones is presented in the Creating and using time zones section.

7. If it is necessary to view a report as a chart, set the corresponding checkbox (**7**).
8. Set the **Sum results:** checkbox to display sum result by selected detections in the report (**8**).
9. To create a report click **Execute** (**9**).

As a result a face counter report detailed by servers with specified parameters is displayed.

Navigation: People Counter detectors > Face counter report (detailed by servers) > Result

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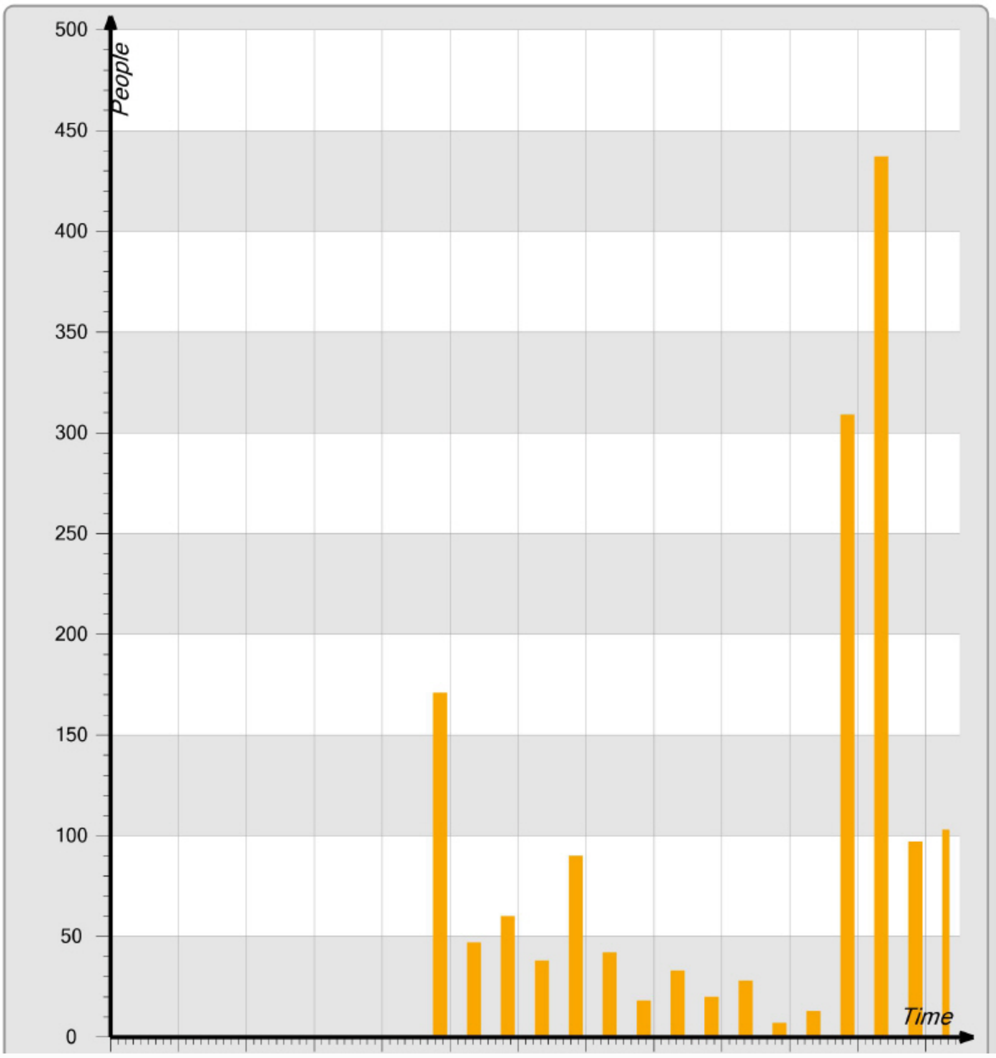
Face counter report (detailed by servers)

(number of unidentified persons)

Period of data receiving 12/21/2015 12:00:00 AM - 12/21/2015 11:59:59 PM

Detection	Interval of data receiving	People
Face recognition	12/21/2015 8:00:00 AM - 12/21/2015 8:59:59 AM	171
Face recognition	12/21/2015 9:00:00 AM - 12/21/2015 9:59:59 AM	47
Face recognition	12/21/2015 10:00:00 AM - 12/21/2015 10:59:59 AM	60
Face recognition	12/21/2015 11:00:00 AM - 12/21/2015 11:59:59 AM	38
Face recognition	12/21/2015 12:00:00 PM - 12/21/2015 12:59:59 PM	90
Face recognition	12/21/2015 1:00:00 PM - 12/21/2015 1:59:59 PM	42
Face recognition	12/21/2015 2:00:00 PM - 12/21/2015 2:59:59 PM	18
Face recognition	12/21/2015 3:00:00 PM - 12/21/2015 3:59:59 AM	33

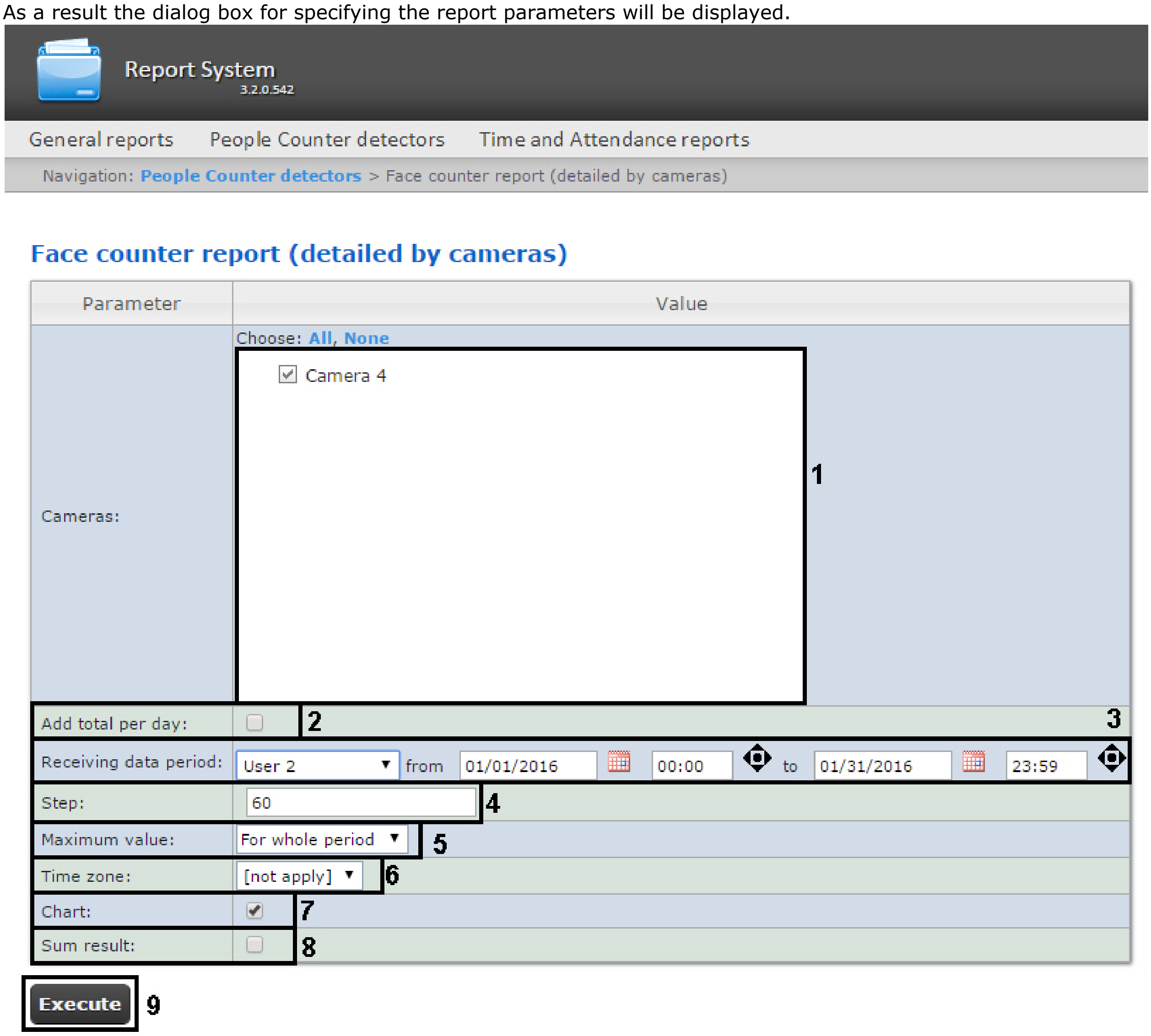
Note.
Example of a face counter report detailed by servers as a chart is given in the following figure.



Creating a Face counter report detailed by cameras

In order to create a face counter report detailed by cameras, do the following:

1. Select the **Face counter report (detailed by cameras)** type (see Selecting a type of reports by People Counter detectorSelecting a type of reports by People Counter detector section).
2. As a result the dialog box for specifying the report parameters will be displayed.



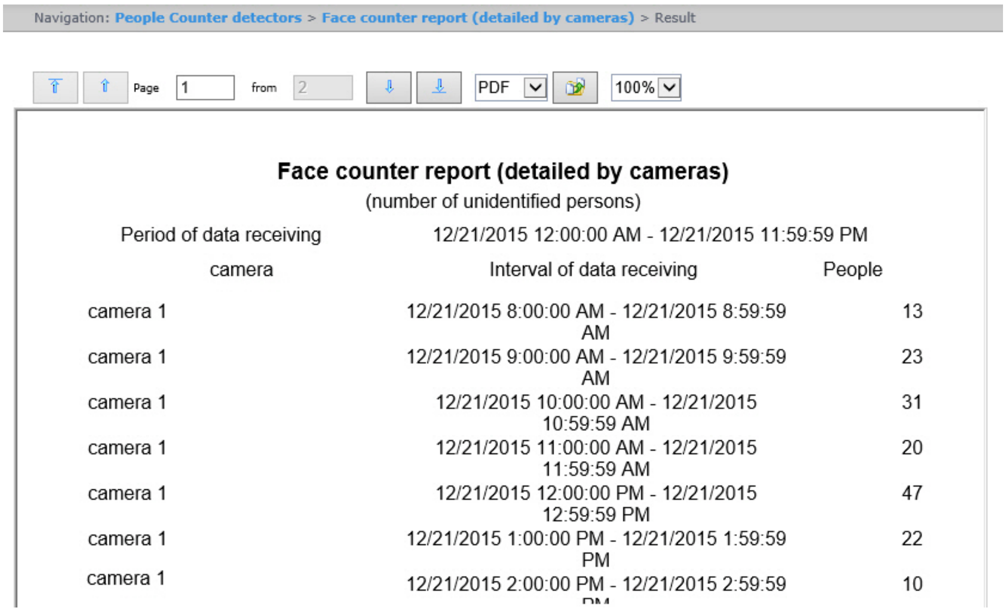
Set the following report parameters:

1. In the **Cameras** field set checkboxes in those **Camera** objects information on which should be displayed in the report (**1**).
2. Set the **Add total per day:** checkbox to display sum of positions per day (**2**).
3. Specify the period in the following way:
   a. From the **Receiving data period:** drop-down list select the time period for which the report is to be created (**3**).
   b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the button near the corresponding field to use the **Calendar** tool.
   c. If the **User defined 2** period is selected, enter additionaly the time of start and end periods for which the report is to be created using the button.
   If another period type is selected, specifying the date of start and end periods is not needed.
4. Enter a time period (in minutes) during which the values received from people counter detector will be summarized in the **Step** field (**4**).
5. From the **Maximum value** drop-down list select a maximum value of people that will be displayed in a chart (**5**).
6. From the **Time zone:** drop-down list select time zone by which report is to be created (**6**).

> **Note.**
> Time zones created in the *Intellect* software package which have only one time period and haven't got any inclusions are available to select. Selection of week days is not performed. Detailed information about creation and using of time zones is presented in the Creating and using time zones section.

7. If it is necessary to view a report as a chart, set the corresponding checkbox (**7**).
8. Set the **Sum results:** checkbox to display sum result by selected detections in the report (**8**).
9. To create a report click **Execute** (**9**).

As a result a face counter report detailed by cameras with specified parameters is displayed.


Navigation: People Counter detectors > Face counter report (detailed by cameras) > Result

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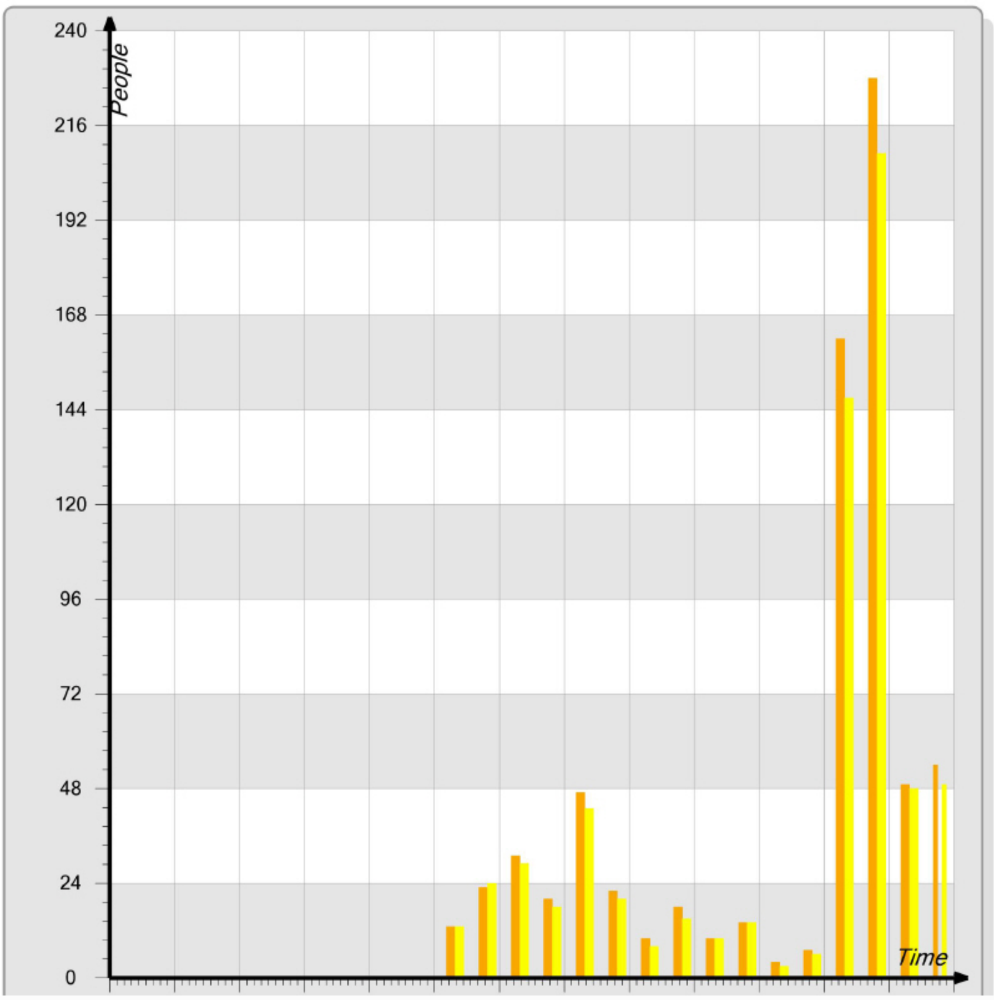
Face counter report (detailed by cameras)

(number of unidentified persons)

Period of data receiving 12/21/2015 12:00:00 AM - 12/21/2015 11:59:59 PM

camera	Interval of data receiving	People
camera 1	12/21/2015 8:00:00 AM - 12/21/2015 8:59:59 AM	13
camera 1	12/21/2015 9:00:00 AM - 12/21/2015 9:59:59 AM	23
camera 1	12/21/2015 10:00:00 AM - 12/21/2015 10:59:59 AM	31
camera 1	12/21/2015 11:00:00 AM - 12/21/2015 11:59:59 AM	20
camera 1	12/21/2015 12:00:00 PM - 12/21/2015 12:59:59 PM	47
camera 1	12/21/2015 1:00:00 PM - 12/21/2015 1:59:59 PM	22
camera 1	12/21/2015 2:00:00 PM - 12/21/2015 2:59:59	10

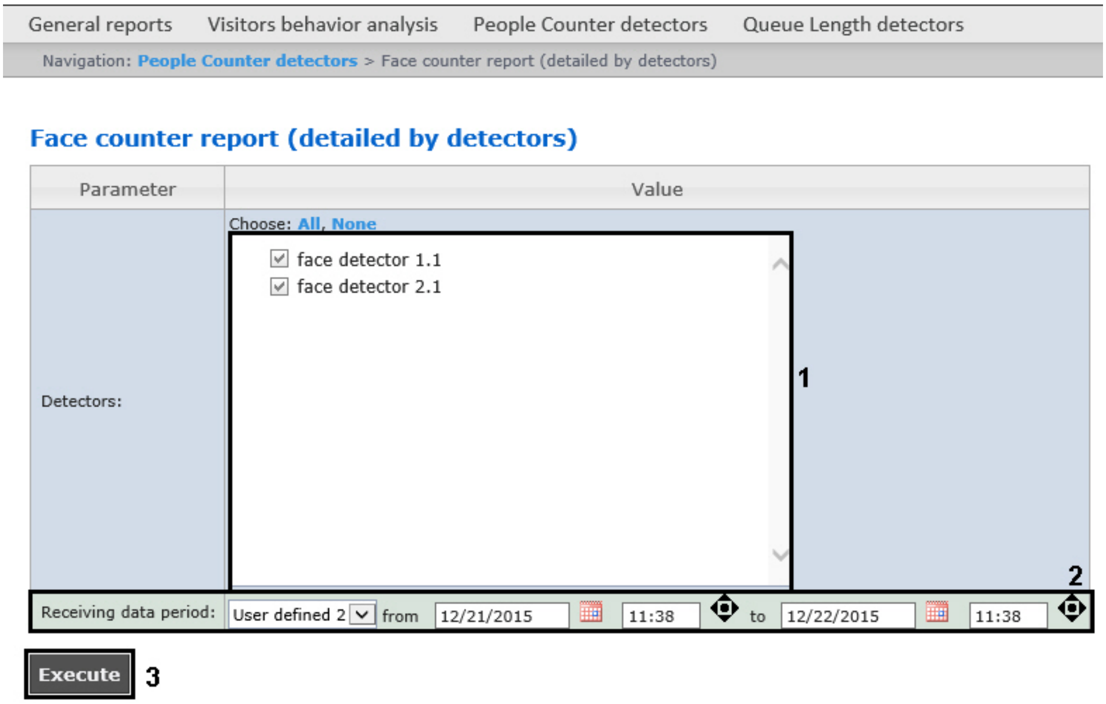
Note.
Example of a face counter report detailed by cameras as a chart is given in the following figure.



Creating a Face counter report detailed by detectors

In order to create a face counter report detailed by detectors, do the following:

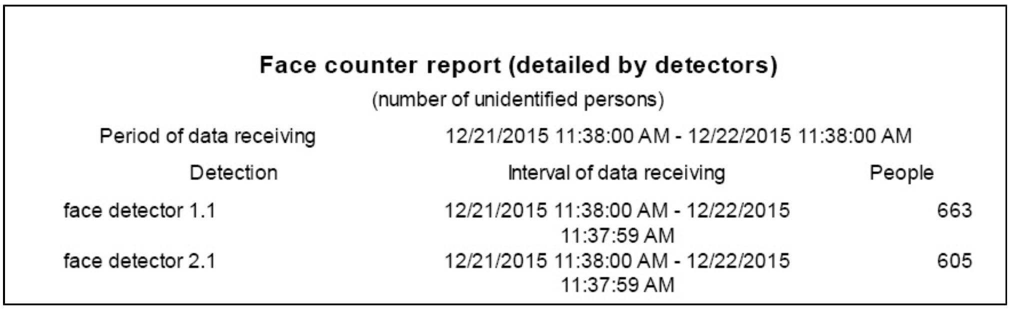
1. Select the **Face counter report (detailed by detectors)** type (see Selecting a type of reports by People Counter detectorSelecting a type of reports by People Counter detector section).
2. As a result the dialog box for specifying the report parameters will be displayed.



Set the following report parameters:

1. In the **Detectors** field set checkboxes in those **Face detectors** objects information on which should be displayed in the report (**1**).
2. Specify the period in the following way:
   a. From the **Receiving data period:** drop-down list select the time period for which the report is to be created (**2**).
   b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the button near the corresponding field to use the **Calendar** tool.
   c. If the **User defined 2** period is selected, enter additionaly the time of start and end periods for which the report is to be created using the button.
   If another period type is selected, specifying the date of start and end periods is not needed.
3. To create a report click **Execute** (**3**).

As a result a face counter report detailed by detectors with specified parameters is displayed.



Face counter report (detailed by detectors)

(number of unidentified persons)

Period of data receiving	12/21/2015 11:38:00 AM - 12/22/2015 11:38:00 AM	
Detection	Interval of data receiving	People
face detector 1.1	12/21/2015 11:38:00 AM - 12/22/2015 11:37:59 AM	663
face detector 2.1	12/21/2015 11:38:00 AM - 12/22/2015 11:37:59 AM	605

Working with AUTO reports

Working with AUTO reports consists of the following steps:

1. Selecting a type of report.
2. Creating a report.

Navigating, scaling the displayed page and AUTO report exporting are performed by analogy with *Time and Attendance* rep orts using the toolbar on the top of a page (see Time and Attendance report toolbar section).

Selecting a type of Auto report

It is possible to create the following reports on *Auto-Intellect* software data:

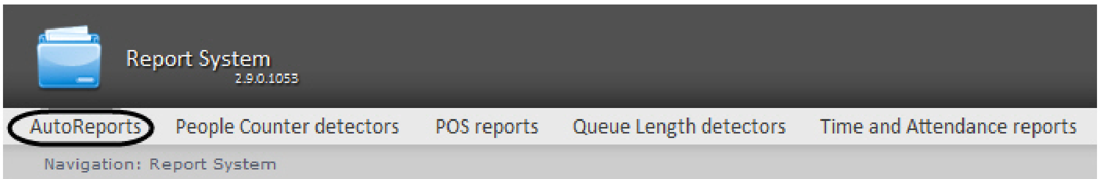
1. Zone time slice. This report allows getting data about the average speed of vehicle moving, range and density of traffic, occupation of the specified lane for the selected time period. Time period is specified within the accuracy of a day. Data can be presented as a table and chart.
2. Slice on group. This report allows getting data about the average speed of vehicle moving, range and density of

traffic, occupation of several lanes for the fixed point of time. Time interval is specified within the accuracy of a minute. Data can be presented as a table and chart.
3. Traffic statistics by vehicles type. This report allows getting statistical data for each specified type of vehicles. Vehicle type is a set of vehicles the sizes of which are in certain intervals.
4. Traffic statistics by vehicles groups. This report allows getting statistical data for each specified group of vehicles. Vehicles group is a set of several vehicles types.

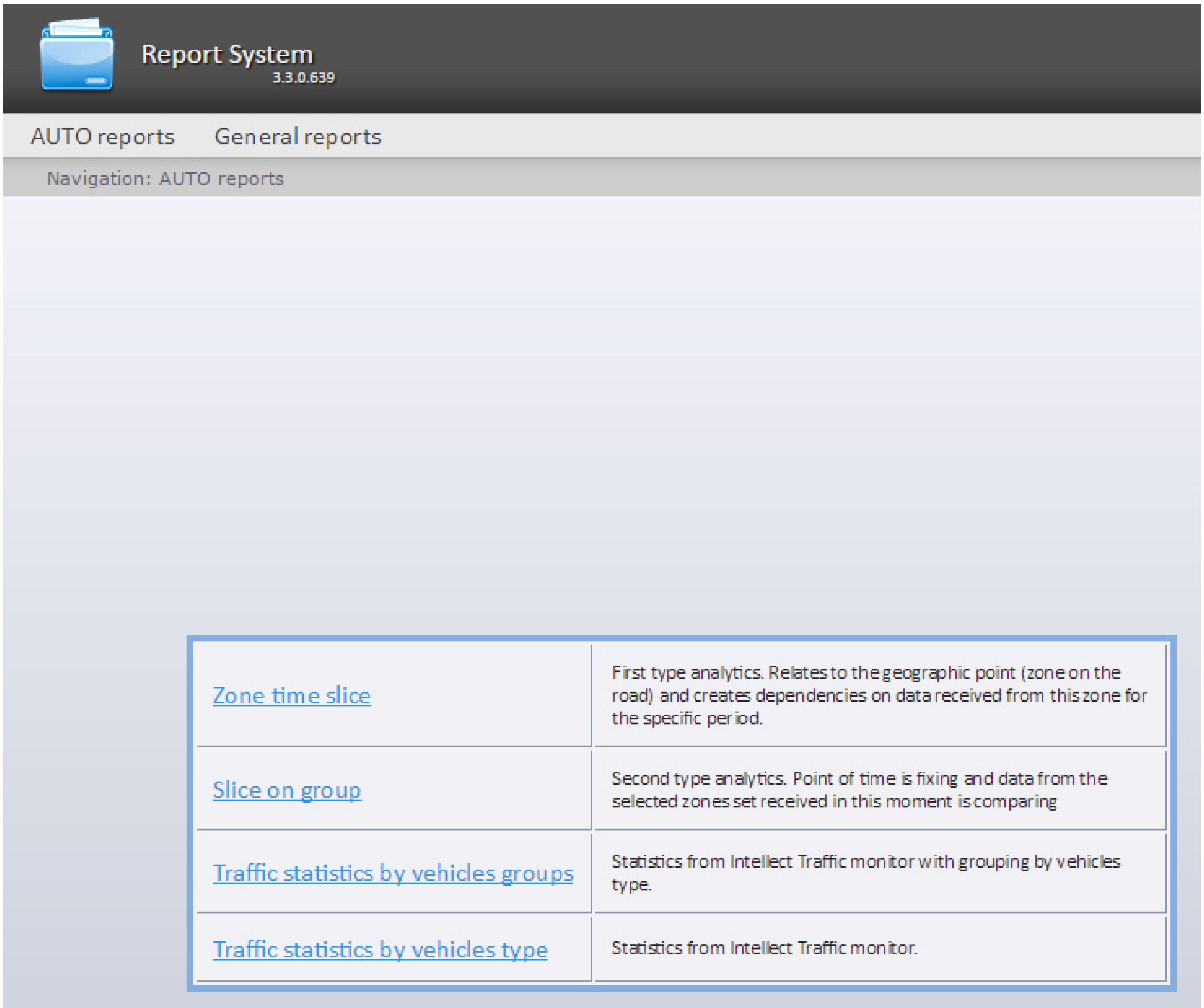
Zone time slice and **Slice on group** reports refer to **Traffic Detector** and **Vehicle Processor** modules (the corresponding modules are to be created in the *Intellect* software package).

Traffic statistics by vehicles type and **Traffic statistics by vehicles groups** reports refer to **Vehicle Detecto**r module (the corresponding module is to be created in the *Intellect* software package).

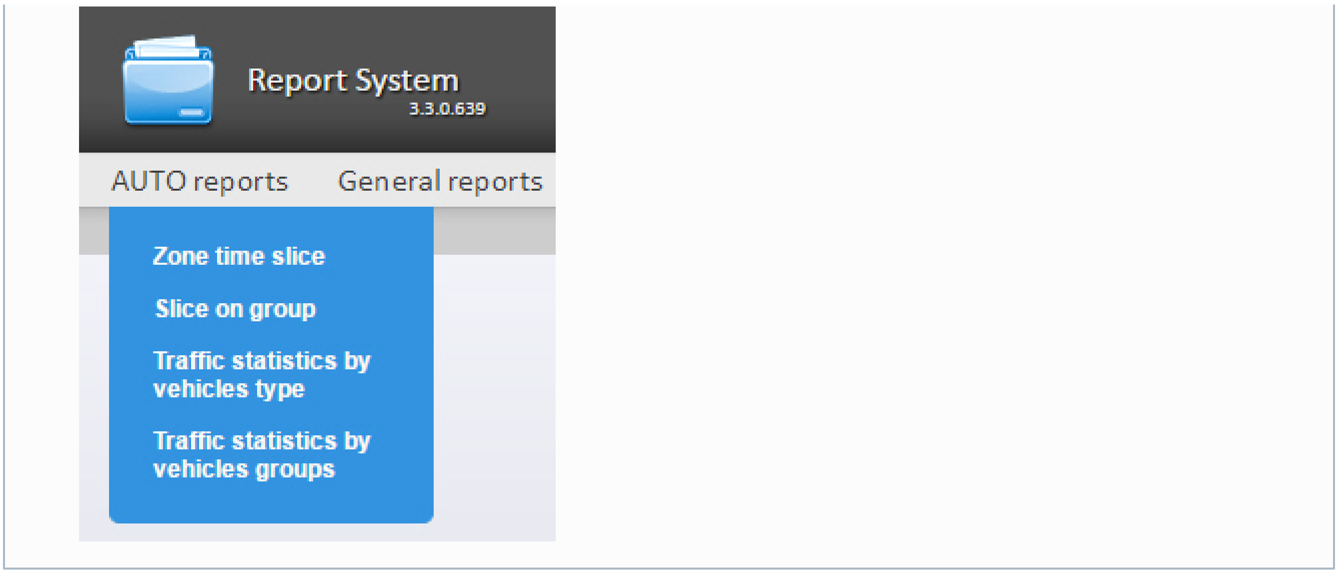
To select a type of Auto report click **Auto Reports** link in the report menu of *Intellect Web Report System.*



As a result the list of available Auto reports is displayed. For switching to the required report click the corresponding link.



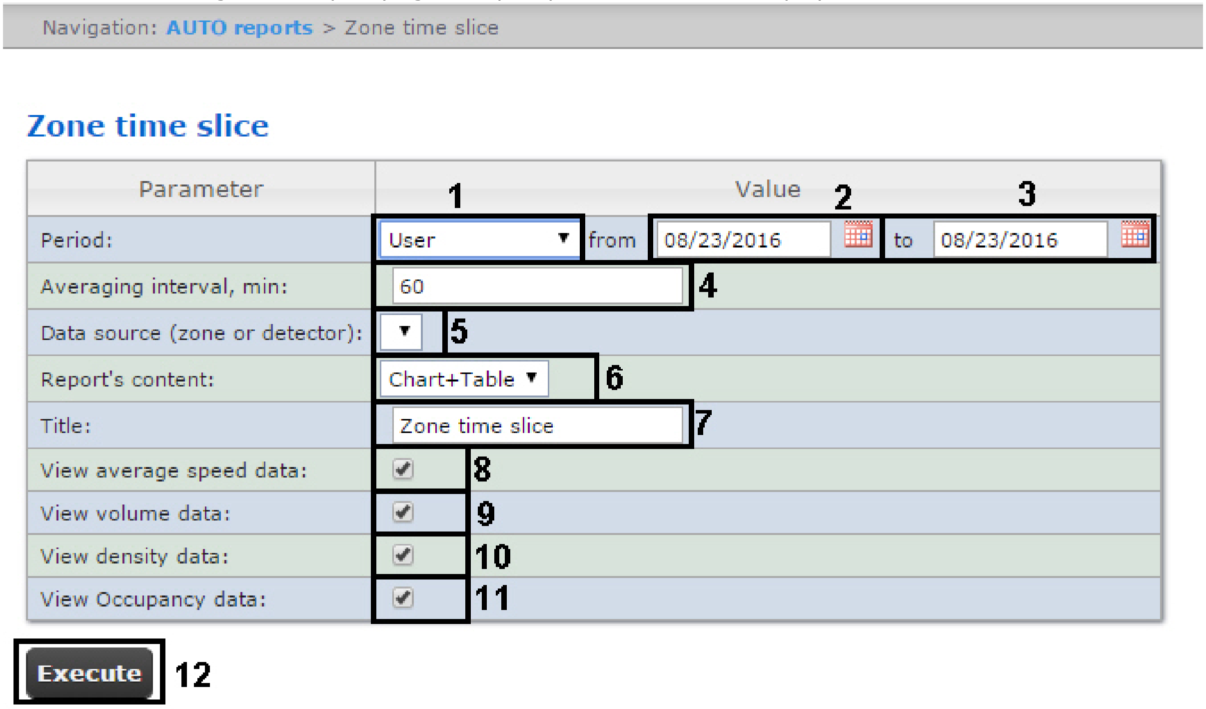
Note.
List of links for switching to Auto reports is available when hovering over the **Auto reports** link in the report menu.



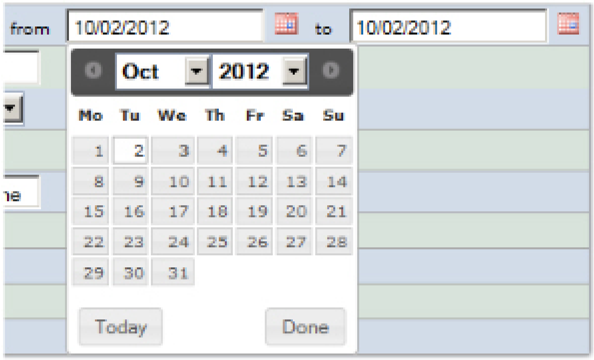
Creating a Zone time slice

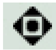
In order to create a Zone time slice, do the following:

1. Select the **Zone time slice** type of Auto reports (see Selecting a type of Auto report section).
2. As a result the dialog box for specifying the report parameters will be displayed.



3. Specify parameters of time slice in the following way:
   a. From the **Period:** drop-down list select the time period for which the report is to be created (**1**).
   b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool (**2**). Click the button near the corresponding field to use the **Calendar** tool.



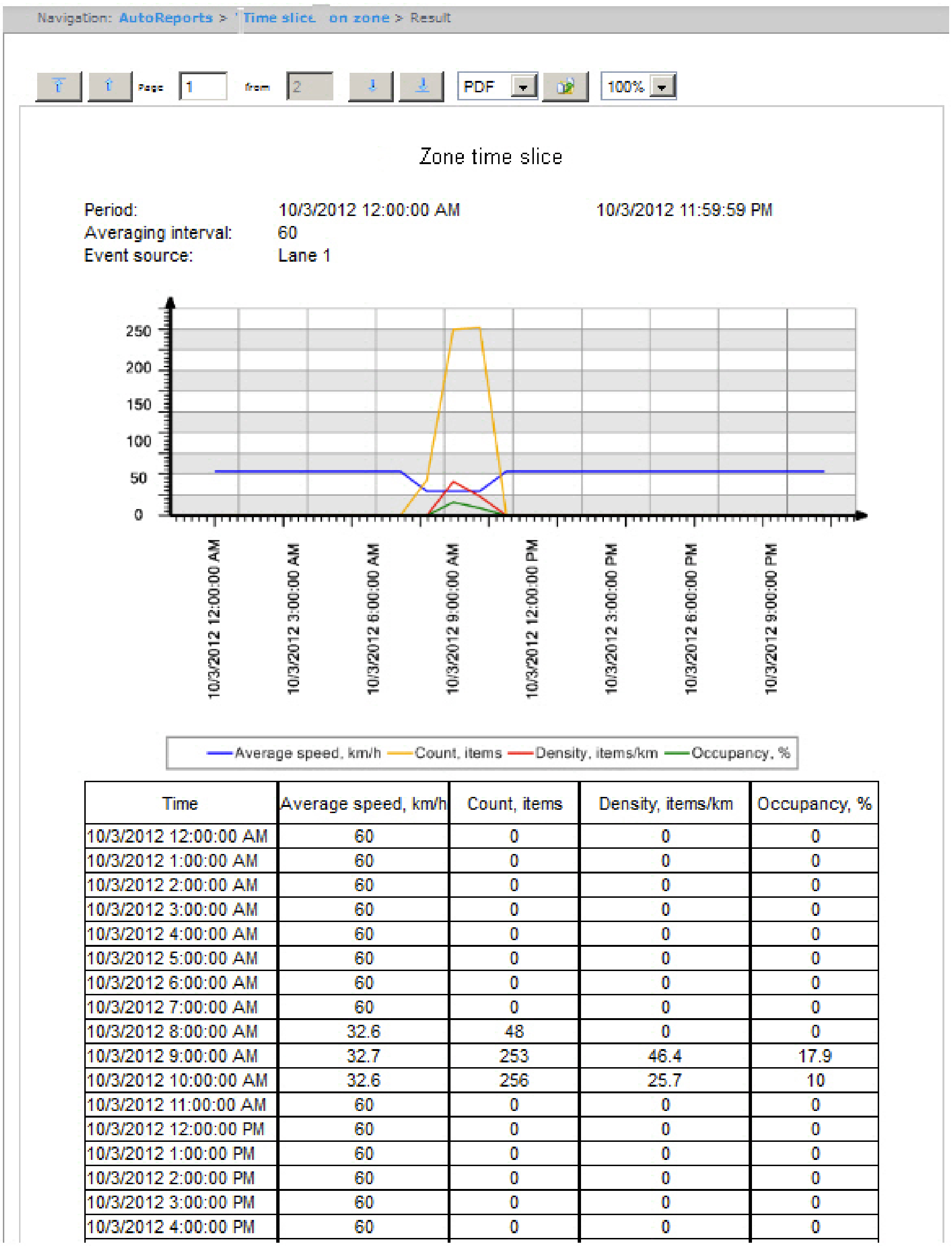
c. If the **User defined 2** period is selected, enter additionally the time of start and end periods for which the report is to be created using the  button.
If another period type is selected, specifying the date of start and end periods is not needed.
d. In the **Averaging interval, min** enter the time period corresponding to the interval in which points on the chart and values in the table will follow (**3**). The average values for the specified averaging interval are displayed in the report.

> **Note.**
> If the average value is null the empty report will be displayed for such intervals for the specified period. It is recommended to change the interval in this case.

e. From the **Data source (zone or detector)** drop-down list select the **Region** object corresponding to the lane on which the report is to be created (**4**).
f. From the **Report's content** drop-down list select the way of report displaying: table and/or chart (**5**).
g. In the **Title** field enter the report name which is to be displayed (**6**).
h. Set the **View average speed data** checkbox to include the data about average speed on the selected lane (**7**).
i. Set the **View volume data** checkbox to include the data about vehicle numbers on the lane for the specified time period (**8**).
j. Set the **View density data** checkbox to include the data about vehicle numbers per kilometer on the specified lane (**9**).
k. Set the **View Occupancy data** checkbox to include the data about percent of lane occupancy (**10**).

4. Click **Execute** to create the report (**11**).

As a result the report in the selected form is displayed.



Zone time slice

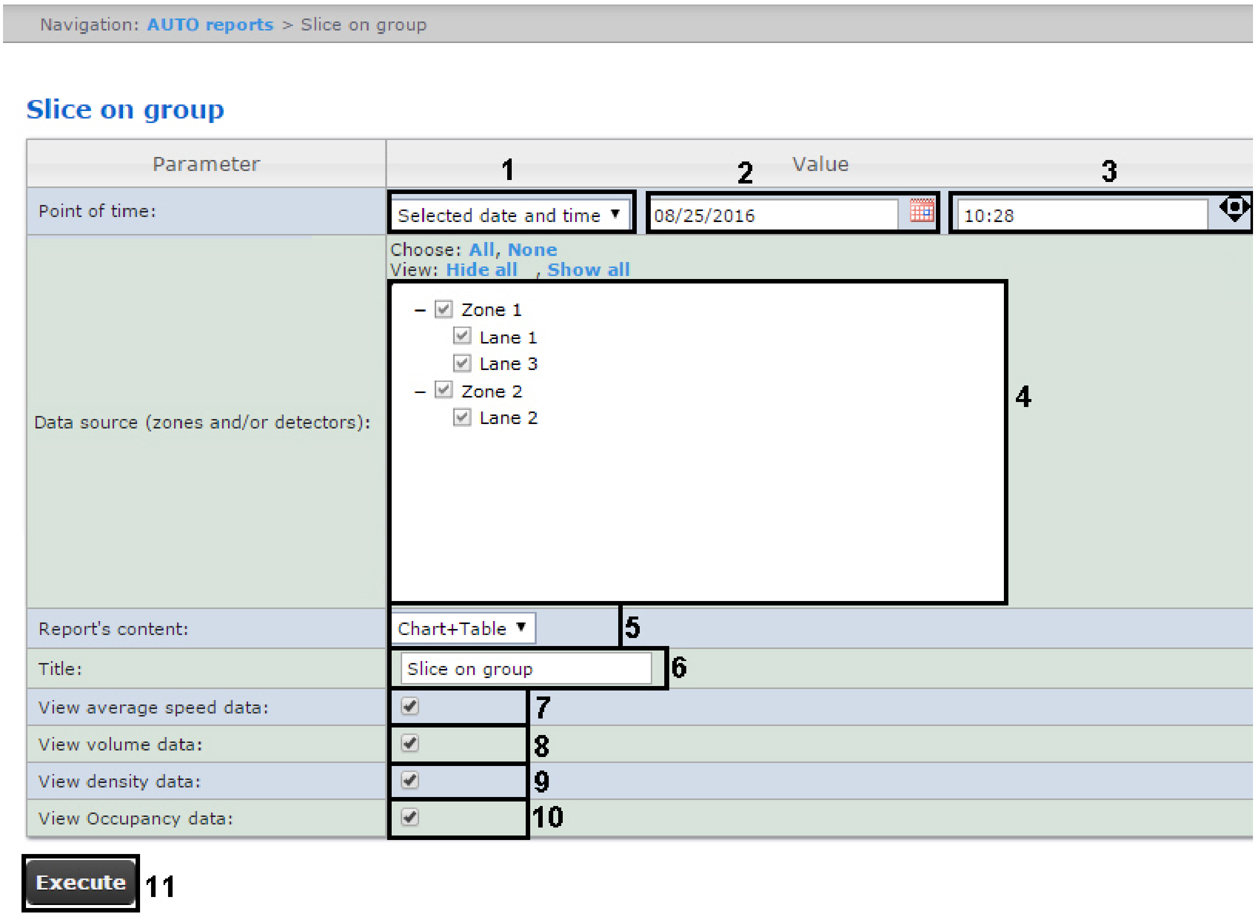
Period: 10/3/2012 12:00:00 AM 10/3/2012 11:59:59 PM
Averaging interval: 60
Event source: Lane 1

Time	Average speed, km/h	Count, items	Density, items/km	Occupancy, %
10/3/2012 12:00:00 AM	60	0	0	0
10/3/2012 1:00:00 AM	60	0	0	0
10/3/2012 2:00:00 AM	60	0	0	0
10/3/2012 3:00:00 AM	60	0	0	0
10/3/2012 4:00:00 AM	60	0	0	0
10/3/2012 5:00:00 AM	60	0	0	0
10/3/2012 6:00:00 AM	60	0	0	0
10/3/2012 7:00:00 AM	60	0	0	0
10/3/2012 8:00:00 AM	32.6	48	0	0
10/3/2012 9:00:00 AM	32.7	253	46.4	17.9
10/3/2012 10:00:00 AM	32.6	256	25.7	10
10/3/2012 11:00:00 AM	60	0	0	0
10/3/2012 12:00:00 PM	60	0	0	0
10/3/2012 1:00:00 PM	60	0	0	0
10/3/2012 2:00:00 PM	60	0	0	0
10/3/2012 3:00:00 PM	60	0	0	0
10/3/2012 4:00:00 PM	60	0	0	0

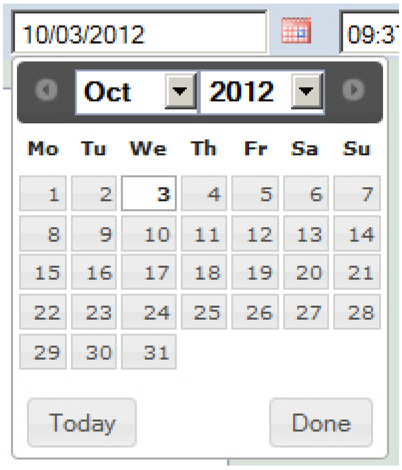
Creating a Slice on group

In order to create a Slice on group, do the following:

1. Select the **Slice on group** type of Auto reports (see Selecting a type of Auto report section).
2. As a result the dialog box for specifying the report parameters will be displayed.



3. Specify parameters of Slice on group in the following way:
    a. From the **Point of time:** drop-down list select the mode of specifying the slice moment: select the **Current date and time** if the report is to be created on the current moment or **Selected date and time** if the report is to be created on the specified point of time (**1**).
    b. If the **Selected date and time** mode was selected, enter the date when the report is to be created using the **Calendar** tool in the (**2**) field and date of report in the (**3**) field. Click the button near the corresponding field to use the **Calendar** tool.



> **Note.**
> Click the button to set the current system date and time as the report time (**3**).

    c. Set checkboxes next to those lanes and/or detectors by which the report is to be created (**4**).

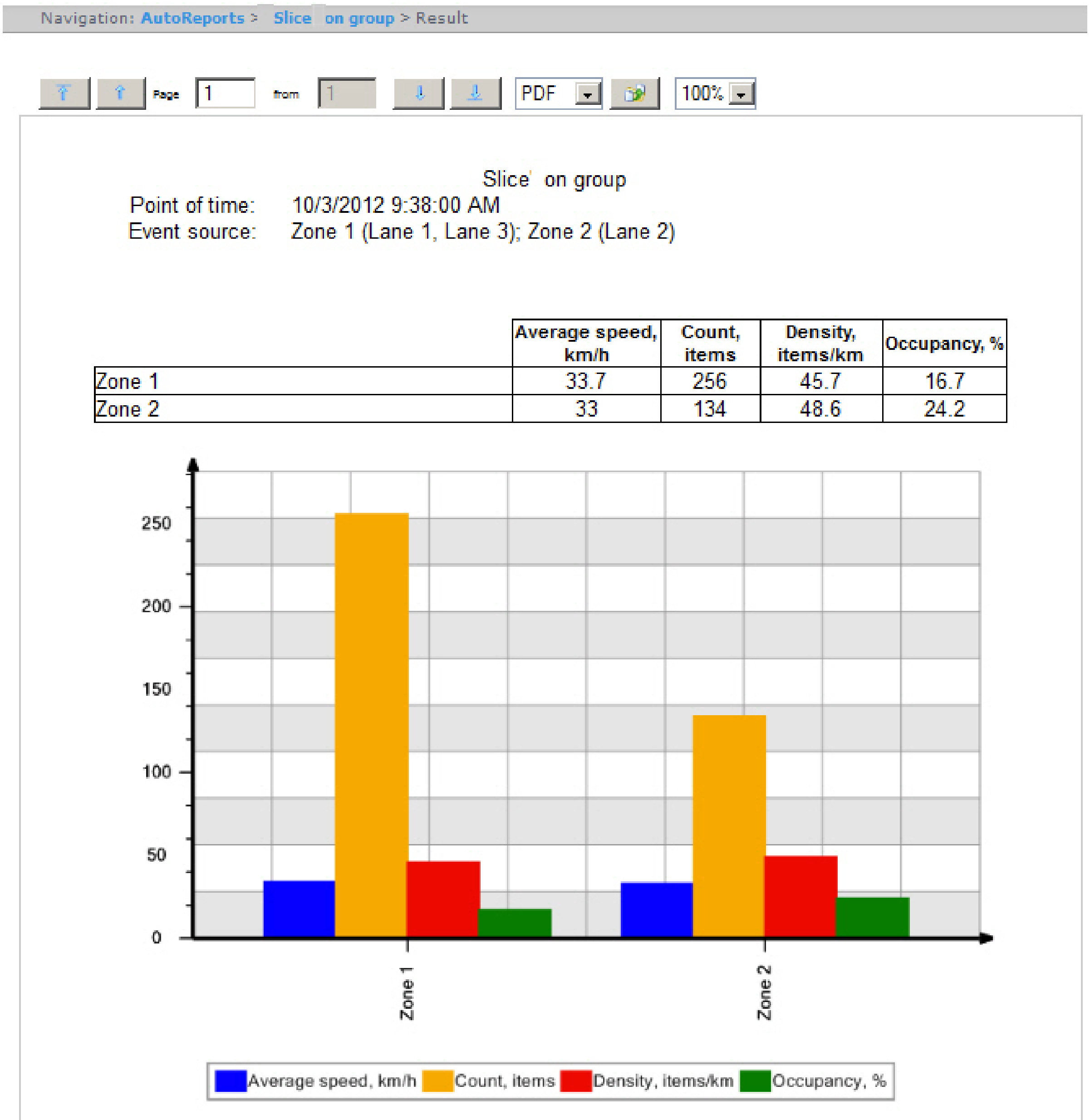
> **Note.**
> Click the **All** link to select all lanes and detectors in the list. Click the **None** link to uncheck all checkboxes.

    d. From the **Report's content** drop-down list select the way of report displaying (**5**).

e. In the **Title** field enter the report name which is to be displayed (**6**).
f. Set the **View average speed data** checkbox to include the data about average speed on selected lanes (**7**)
.
g. Set the **View volume data** checkbox to include the data about vehicle numbers on lanes for the specified time period (**8**).
h. Set the **View density data** checkbox to include the data about vehicle numbers per kilometer on the specified lanes (**9**).
i. Set the **View Occupancy data** checkbox to include the data about percent of lanes occupancy (**10**).

4. Click **Execute** to create the report (**11**).

As a result the report in the selected form is displayed.

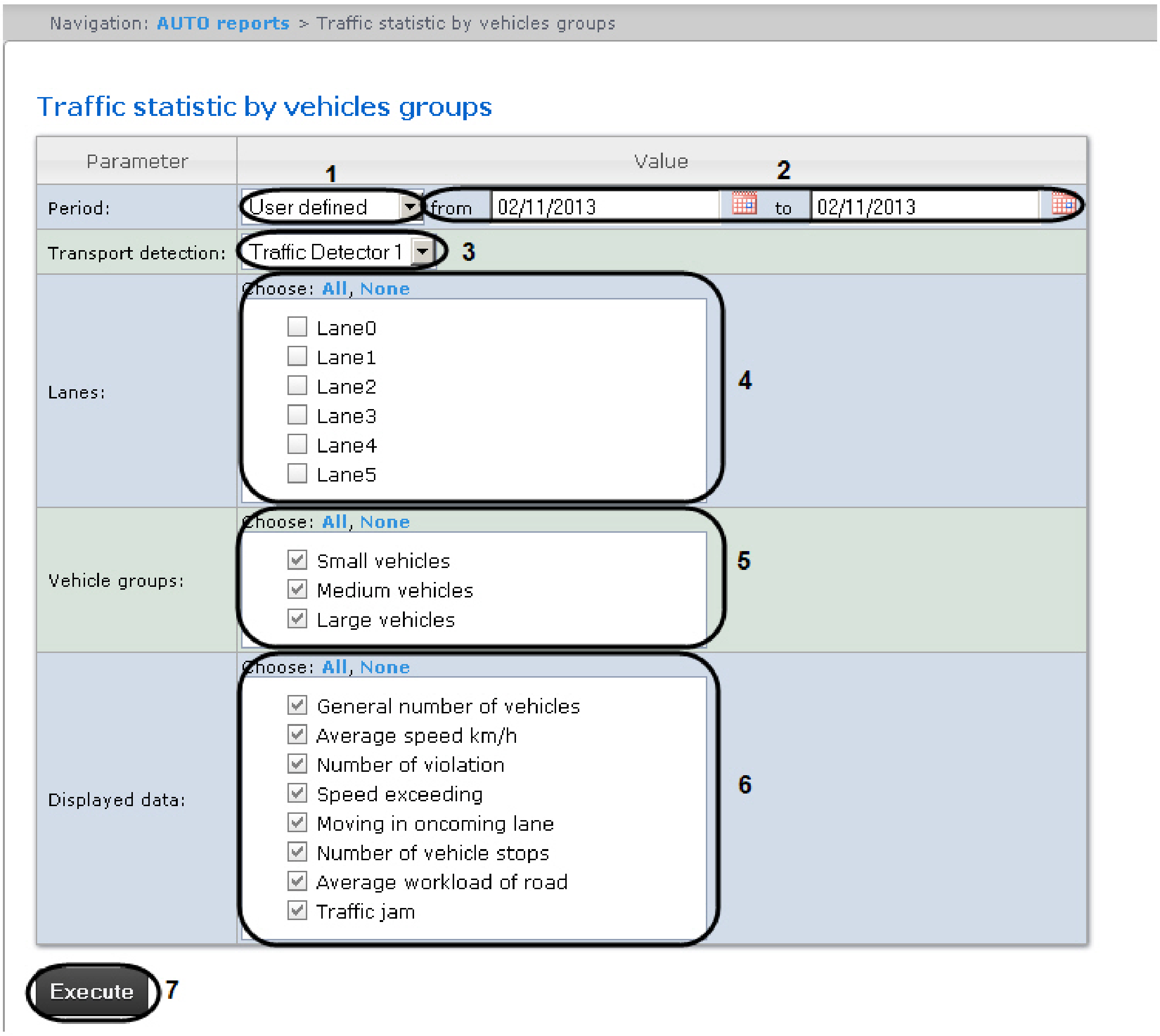


	Average speed, km/h	Count, items	Density, items/km	Occupancy, %
Zone 1	33.7	256	45.7	16.7
Zone 2	33	134	48.6	24.2

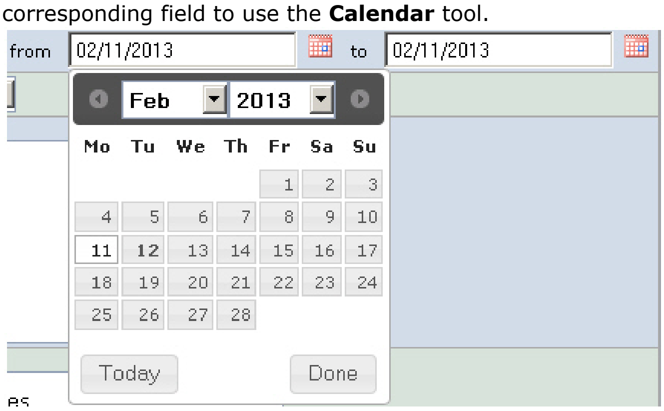
Getting a traffic statistics by vehicles groups

In order to get a traffic statistics, do the following:

1. Select the **Traffic statistics by vehicles groups** type of Auto reports (see Selecting a type of Auto report section)
.
2. As a result the dialog box for specifying the report parameters will be displayed.



3. Specify parameters of Traffic statistics by vehicles groups in the following way:
    a. In the **Period:** drop-down list select the time period for which the report is to be created (**1**).
    b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool (**2**). Click the  button next to the corresponding field to use the **Calendar** tool.



    c. If the **User defined 2** period is selected, enter additionally the time of start and end periods for which the report is to be created using the  button.
    If another period type is selected, specifying the date of start and end periods is not needed.
    d. In the **Transport detection** drop-down list select the **Transport detection** object, data of which is to be used to create the report (**3**).
    e. In the **Lanes** list set checkboxes next to those lanes data of which is to be included in the report (**4**).

> **Note.**
> In order to select all groups in the list click the **All** link. To uncheck all checkboxes click the **None** li nk.

    f. In the **Vehicle groups** list set checkboxes in those vehicle groups data of which is to be included in the report (**5**). The following vehicle groups are available:

- Small vehicles (the group includes cars and motorcycles);
- Medium vehicles (the group includes vehicles less than 12 m);
- Large vehicles (the group includes vehicles more than 12 m and buses).

g. In the **Displayed data** list set checkboxes next to those parameters which are to be included in the report (**6**).

> **Note.**
> In order to select all fields in the list click the **All** link. To uncheck all checkboxes click the **None** lin k.

4. Click **Execute** to create the report (**7**).

As a result the report in the selected form is displayed.

Navigation: **AUTO reports** > **Traffic statistics by vehicles groups** > Result

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Traffic statistics by vehicles groups

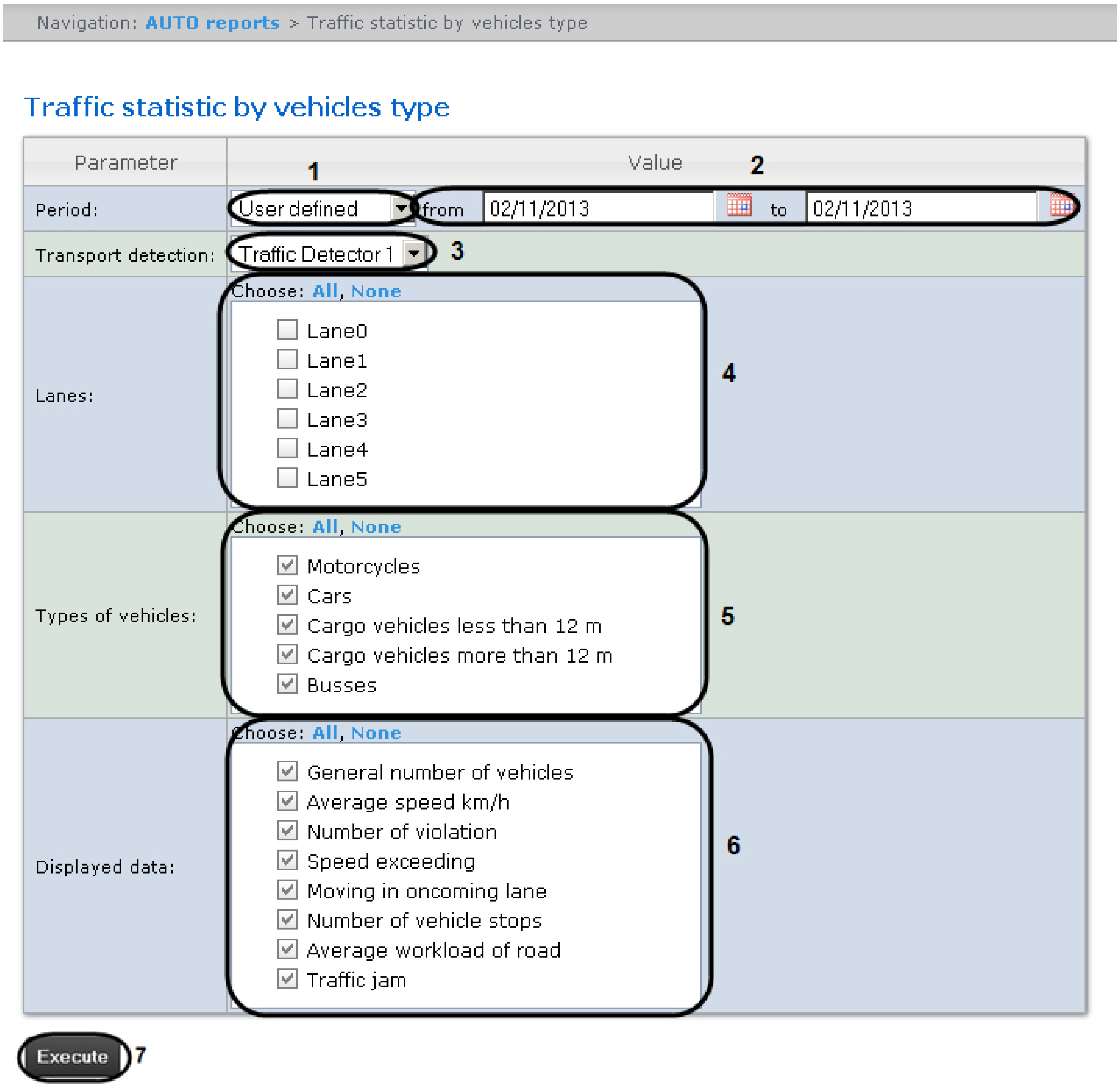
Period: 1/1/2012 12:00:00 AM 12/31/2012 11:59:59 PM
Data source: Traffic detector 1

Detector/lane/vehicle type	Total vehicles	Average speed, km/h	Violation count	Overspeed	Wrong road side	Stopped vehicles count	Average road occupancy	Traffic jam
Traffic detector 1	15467	66.8	0	0	0	51	9.7	0
Lane 0 (Movement towards the camera)	0	0.0	0	0	0	0	0.0	0
Lane 1 (Movement towards the camera)	2161	37.2	0	0	0	19	7.3	0
Small vehicles	1324	39.7	0	0	0	18	7.1	0
Medium vehicles	609	37.6	0	0	0	1	6.9	0
Large vehicles	228	22.2	0	0	0	0	9.5	0
Lane 2 (Movement towards the camera)	4214	69.1	0	0	0	16	11.4	0
Small vehicles	2513	65.4	0	0	0	10	11.3	0
Medium vehicles	473	79.0	0	0	0	4	11.5	0
Large vehicles	1228	73.0	0	0	0	2	11.5	0
Lane 3 (Movement towards the camera)	4461	57.2	0	0	0	10	9.7	0
Small vehicles	2615	55.7	0	0	0	3	9.9	0
Medium vehicles	1002	69.9	0	0	0	3	9.7	0
Large vehicles	844	46.5	0	0	0	4	9.2	0
Lane 4	4631	87.8	0	0	0	6	9.4	0
Small vehicles	3486	89.4	0	0	0	6	9.5	0
Medium vehicles	678	64.3	0	0	0	0	9.4	0
Large vehicles	467	109.6	0	0	0	0	8.6	0
Lane 5	0	0.0	0	0	0	0	0.0	0

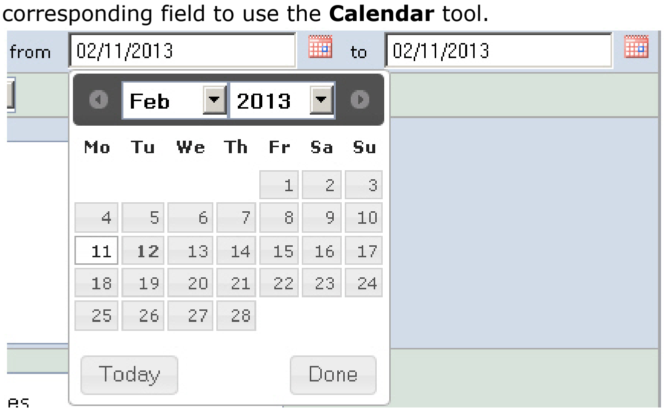
Getting a traffic statistics by vehicles type

In order to get a traffic statistics by vehicles type, do the following:

1. Select the **Traffic statistics by vehicles groups** type of Auto reports (see Selecting a type of Auto report section) .
2. As a result the dialog box for specifying the report parameters will be displayed.



3. Specify parameters of Traffic statistics by vehicles type in the following way:
   a. In the **Period:** drop-down list select the time period for which the report is to be created (**1**).
   b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool (**2**). Click the button next to the corresponding field to use the **Calendar** tool.



   c. If the **User defined 2** period is selected, enter additionally the time of start and end periods for which the report is to be created using the button.
   If another period type is selected, specifying the date of start and end periods is not needed.
   d. In the **Transport detection** drop-down list select the **Transport detection** object, data of which are to be used to create the report (**3**).
   e. In the **Lanes** list set checkboxes next to those lanes data of which is to be included in the report (**4**).

> **Note.**

In order to select all lanes in the list click the **All** link. To uncheck all checkboxes click the **None** link.

f. In the **Types of vehicles** list set checkboxes next to those vehicle types data of which is to be included in the report (**5**).

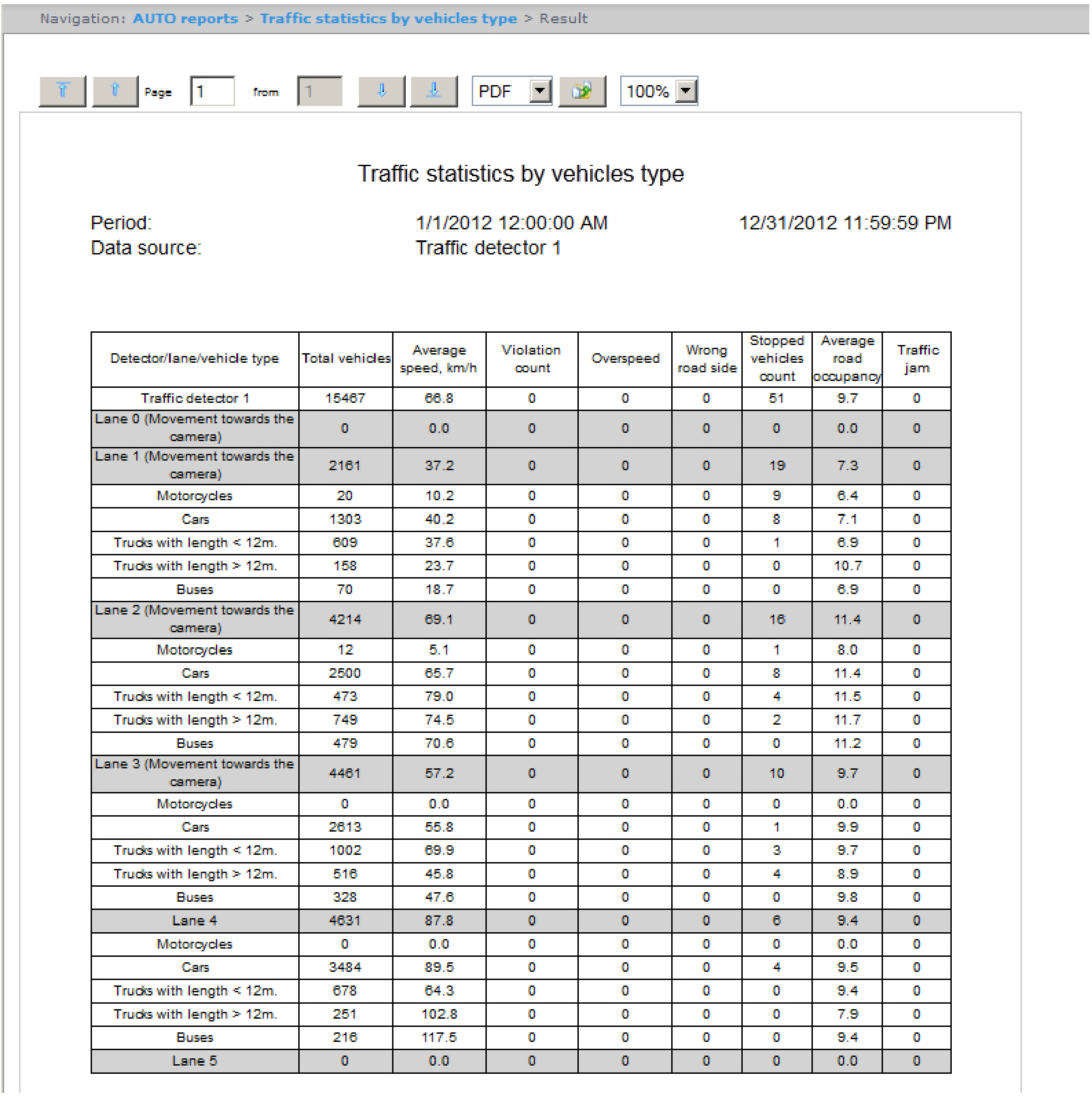
> **Note.**
> In order to select all groups in the list click the **All** link. To uncheck all checkboxes click the **None** link.

g. In the **Displayed data** list set checkboxes next to those parameters which are to be included in the report (**6**).

> **Note.**
> In order to select all fields in the list click the **All** link. To uncheck all checkboxes click the **None** link.

4. Click **Execute** to create the report (**7**).

As a result the report in the selected form is displayed.



Traffic statistics by vehicles type

Period: 1/1/2012 12:00:00 AM 12/31/2012 11:59:59 PM
Data source: Traffic detector 1

Detector/lane/vehicle type	Total vehicles	Average speed, km/h	Violation count	Overspeed	Wrong road side	Stopped vehicles count	Average road occupancy	Traffic jam
Traffic detector 1	15467	66.8	0	0	0	51	9.7	0
Lane 0 (Movement towards the camera)	0	0.0	0	0	0	0	0.0	0
Lane 1 (Movement towards the camera)	2161	37.2	0	0	0	19	7.3	0
Motorcycles	20	10.2	0	0	0	9	6.4	0
Cars	1303	40.2	0	0	0	8	7.1	0
Trucks with length < 12m.	609	37.6	0	0	0	1	6.9	0
Trucks with length > 12m.	158	23.7	0	0	0	0	10.7	0
Buses	70	18.7	0	0	0	0	6.9	0
Lane 2 (Movement towards the camera)	4214	69.1	0	0	0	16	11.4	0
Motorcycles	12	5.1	0	0	0	1	8.0	0
Cars	2500	65.7	0	0	0	8	11.4	0
Trucks with length < 12m.	473	79.0	0	0	0	4	11.5	0
Trucks with length > 12m.	749	74.5	0	0	0	2	11.7	0
Buses	479	70.6	0	0	0	0	11.2	0
Lane 3 (Movement towards the camera)	4461	57.2	0	0	0	10	9.7	0
Motorcycles	0	0.0	0	0	0	0	0.0	0
Cars	2613	55.8	0	0	0	1	9.9	0
Trucks with length < 12m.	1002	69.9	0	0	0	3	9.7	0
Trucks with length > 12m.	516	45.8	0	0	0	4	8.9	0
Buses	328	47.6	0	0	0	0	9.8	0
Lane 4	4631	87.8	0	0	0	6	9.4	0
Motorcycles	0	0.0	0	0	0	0	0.0	0
Cars	3484	89.5	0	0	0	4	9.5	0
Trucks with length < 12m.	678	64.3	0	0	0	0	9.4	0
Trucks with length > 12m.	251	102.8	0	0	0	0	7.9	0
Buses	216	117.5	0	0	0	0	9.4	0
Lane 5	0	0.0	0	0	0	0	0.0	0

Working with general reports

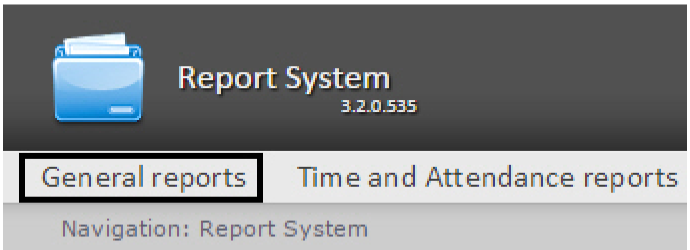
Selecting a type of general report

It is possible to create the following general reports:

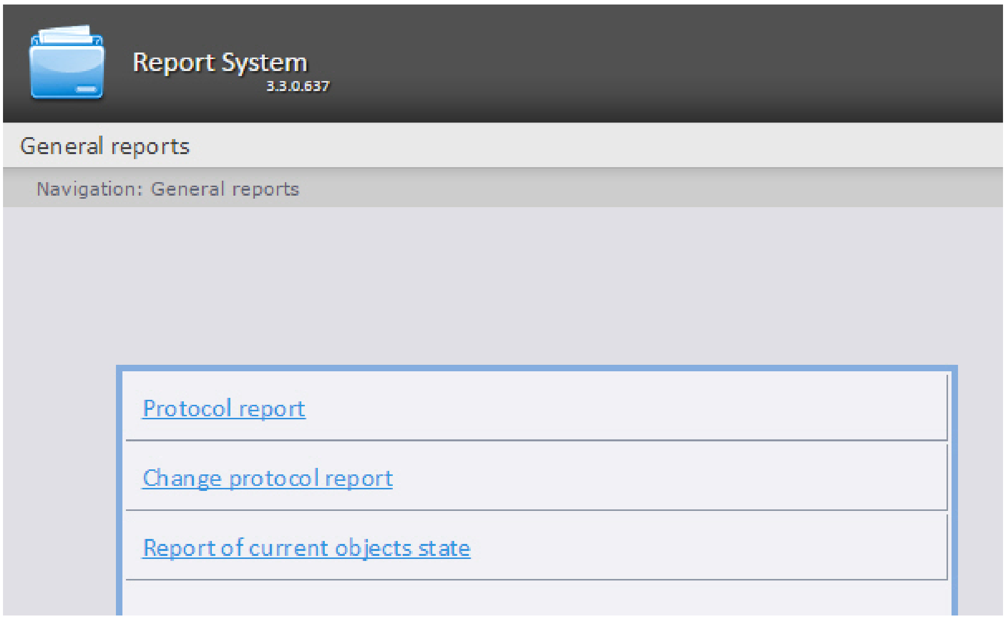
1. Protocol report. This report allows getting information on events presence from specified objects during the determined time period.

2. Change protocol report. This report allows getting information on performed object changes.
3. Report of current objects state. This report allows getting information about current status of objects.

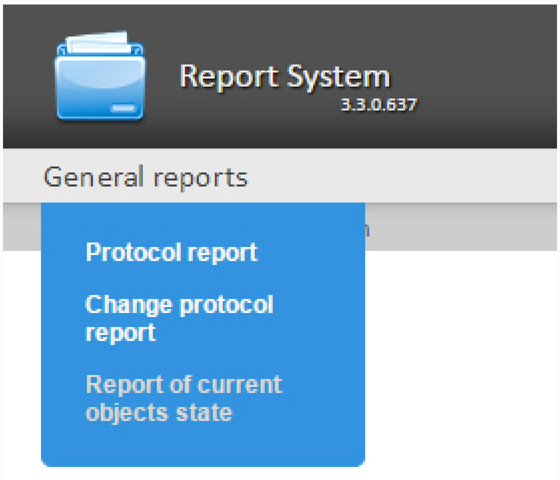
To select a type of general report click **General reports** link in the report menu of *Intellect Web Report System.*



As a result the list of available general reports is displayed. For switching to the required report click the corresponding link.



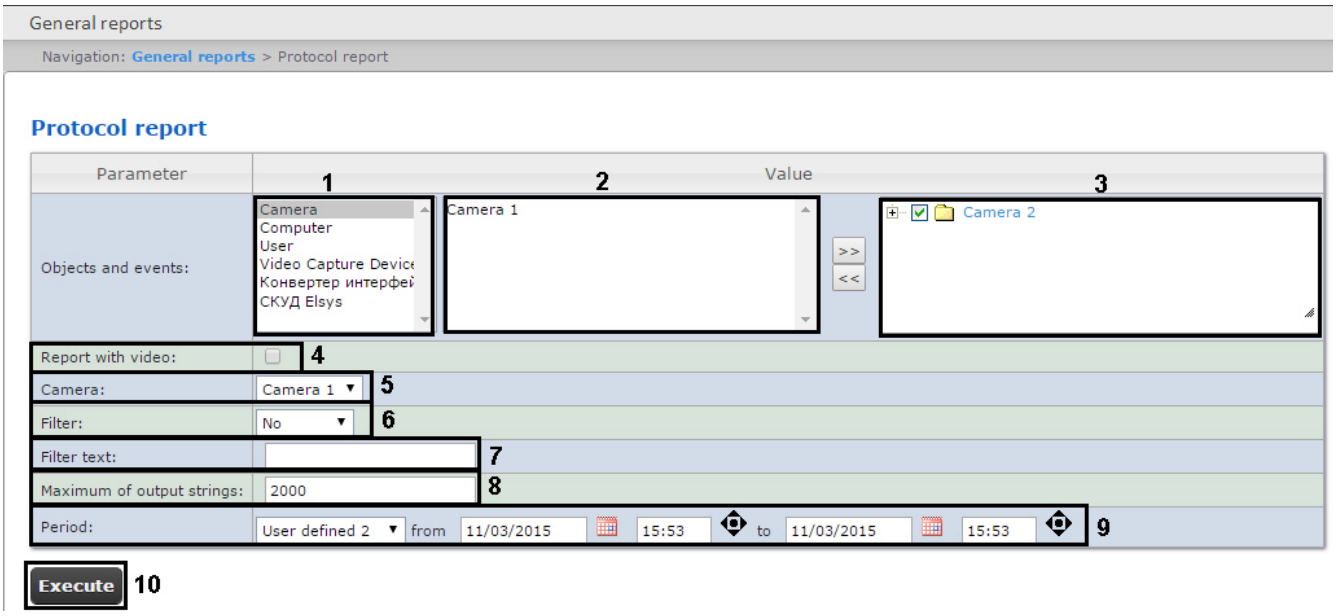
Note.
List of links for switching to General reports is available when hovering over the **General reports** link in the report menu.



Creating a Protocol report

In order to create a protocol report, do the following:

1. Select the **Protocol report** type (see Selecting a type of general report section).
2. As a result the dialog box for specifying the report parameters will be displayed.



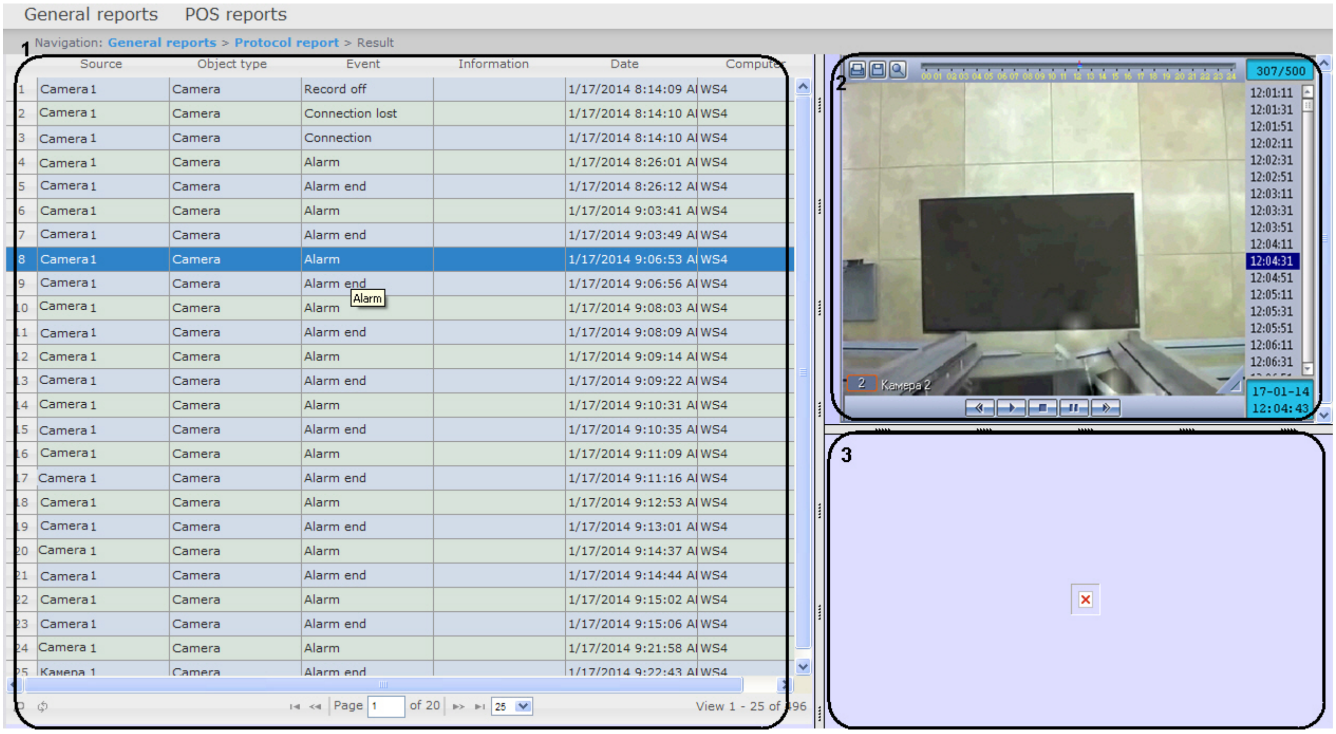
Set the following report parameters:

1. Select the needed object type from the objects list (**1**).
2. Select objects on which the report is to be created from the objects list of corresponding type (**2**).
3. Click the  button to display events corresponding to the selected object.
4. Set the checkboxes in those events of the selected object on which information is to be displayed in the report (**3**).
5. Set the **Report with video:** checkbox to create the report which will be contain video image from the camera (**4**).
6. From the **Camera:** drop-down list select the camera from which the video will be displayed in the report (**5**).
7. From the **Filter:** drop-down list select filter which will be applied to the report (**6**).
8. In the **Filter text:** enter a condition by which filter will be performed in the report (**7**).
9. In the **Maximum of output strings:** field enter the number of output strings in the protocol report (**8**).
10. Specify the period in the following way:
    a. From the **Period:** drop-down list select the time period for which the report is to be created (**9**).
    b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the  button near the corresponding field to use the **Calendar** tool.

    If another period type is selected, specifying the date of start and end periods is not needed.
11. To create a report click **Execute** (**10**).

As a result the **Protocol report** with specified parameters is displayed.



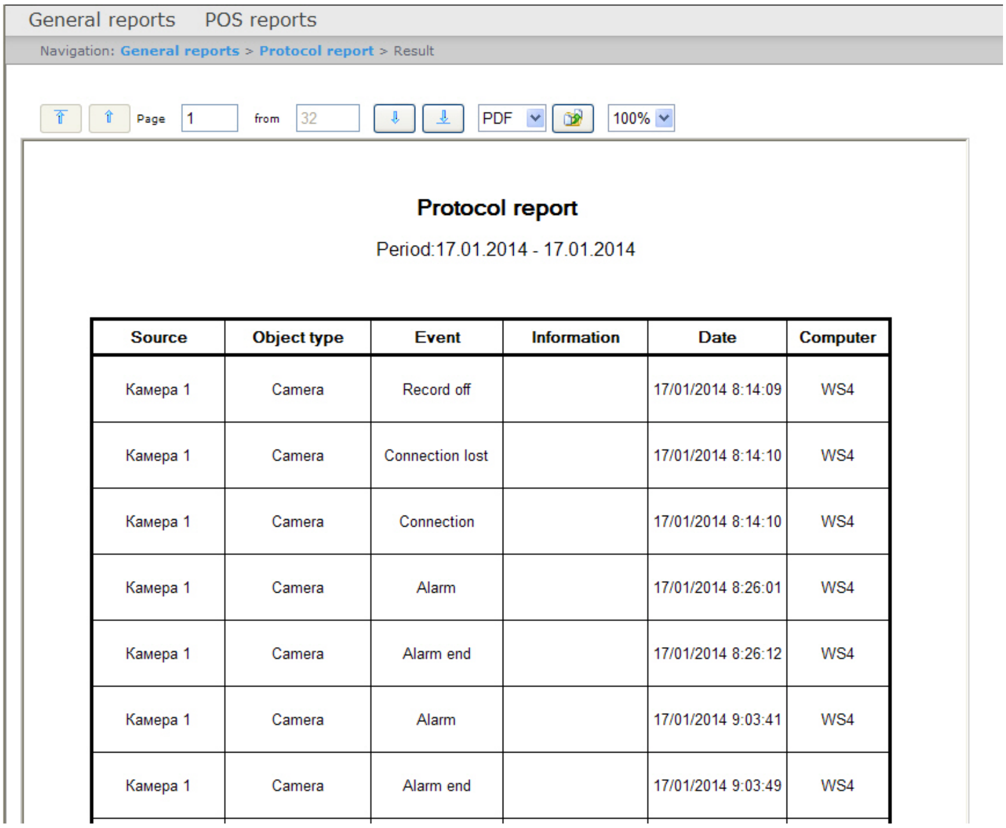
A form of the **Protocol report** with video displaying consists of three parts. Part **1** is equal to the print form of protocol reports without video displaying. Part **2** displays video from the selected camera. Part **3** displays image.

Video is displayed in case of the video archive for the specified period is existed. Otherwise, the last frame from archive is displayed.

Images corresponding to events of employee passes will be displayed while using the FSA/ACS module. Specify the path to the folder with images in the <add key="PathToPhotos" value ="" /> parameter in the web.config file to display images. On default, the "/BMP/Person/" path is specified.

Names of files should correspond to ID of emloyees whose passes are displayed in report.

> **Attention!**
> It is impossible to print the form of **Protocol report** with video displaying. If it is needed to get the pint form of the **Protocol report** create the report without video, i.e. the **Report with video:** checkbox should be deselect.



Protocol report

Period:17.01.2014 - 17.01.2014

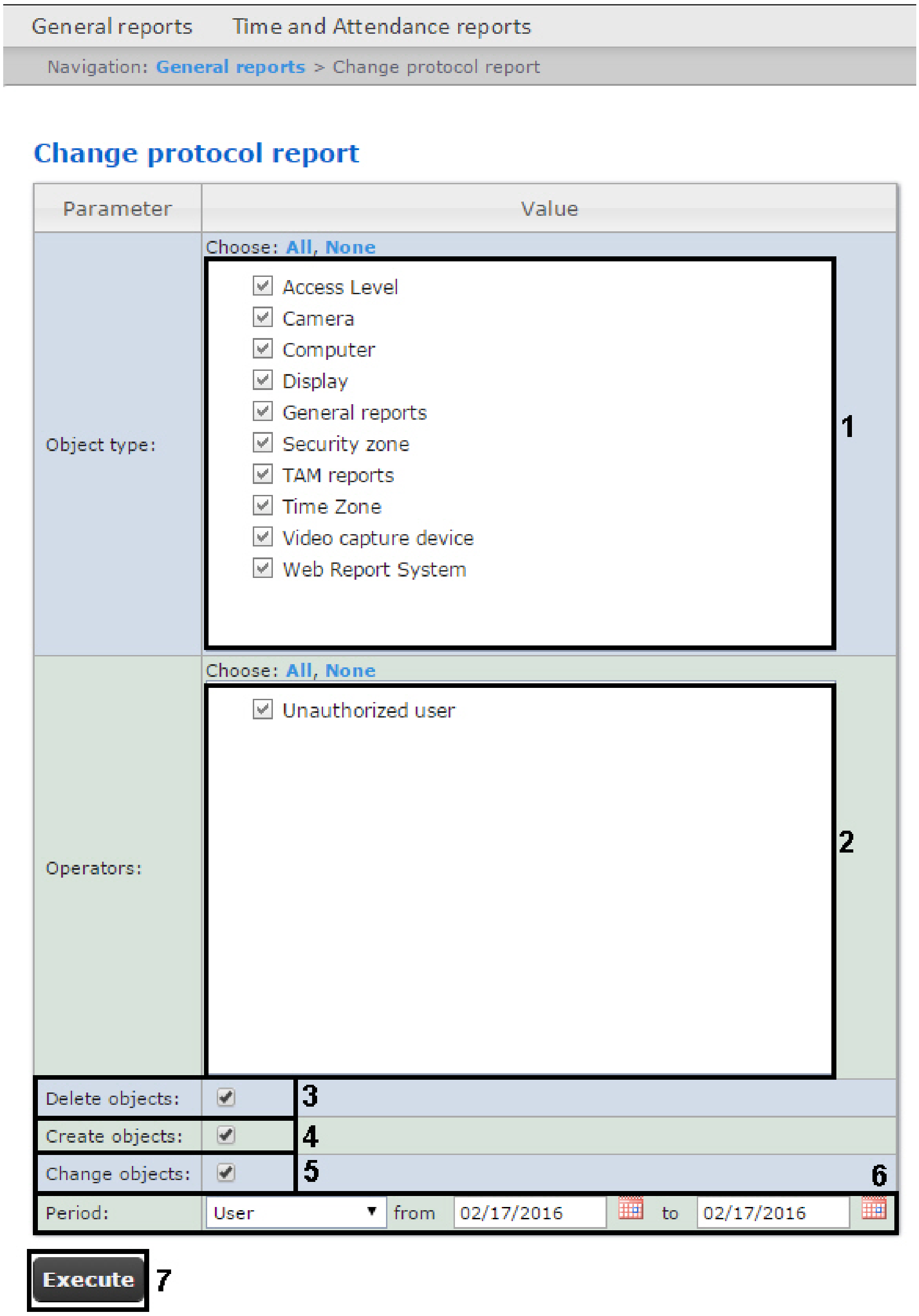
Source	Object type	Event	Information	Date	Computer
Камера 1	Camera	Record off		17/01/2014 8:14:09	WS4
Камера 1	Camera	Connection lost		17/01/2014 8:14:10	WS4
Камера 1	Camera	Connection		17/01/2014 8:14:10	WS4
Камера 1	Camera	Alarm		17/01/2014 8:26:01	WS4
Камера 1	Camera	Alarm end		17/01/2014 8:26:12	WS4
Камера 1	Camera	Alarm		17/01/2014 9:03:41	WS4
Камера 1	Camera	Alarm end		17/01/2014 9:03:49	WS4

Attention!
To create the auto generated protocol report you should select the report without video displaying.

Creating a Change protocol report

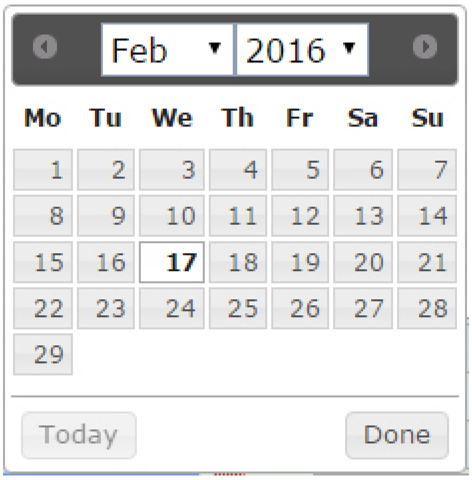
In order to create a protocol report, do the following:

1. Select the **Change protocol report** type (see Selecting a type of general report section).
2. As a result the dialog box for specifying the report parameters will be displayed.



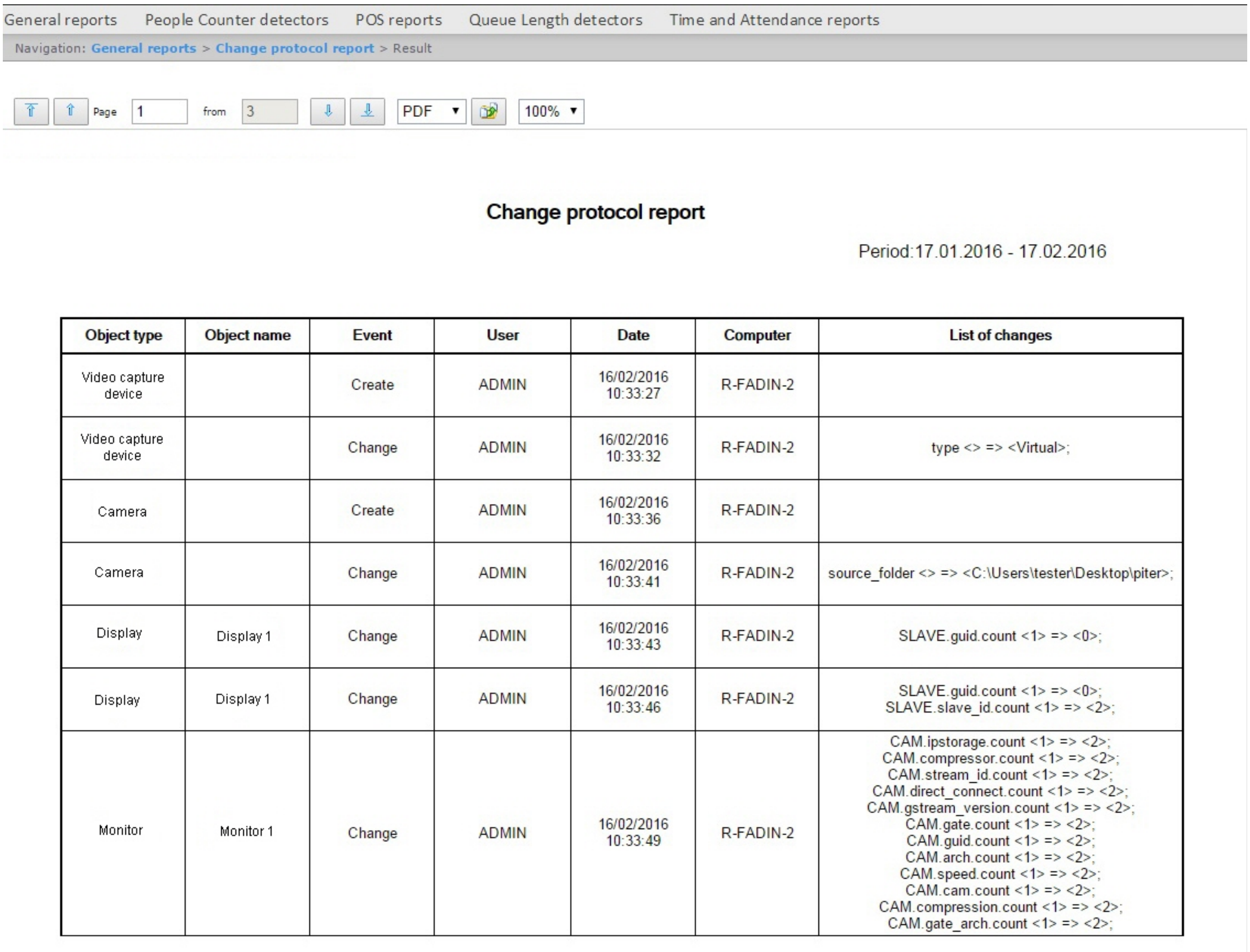
Set the following report parameters:

1. In the **Object type:** field set checkboxes in those types of objects to which the changed, created or removed object belongs (**1**).
2. In the **Operators:** field set checkboxes in those users who have rights to change objects (**2**). The **Unathorized user** value means change of system by unathorized user, deleted user and/or user with deleted rights.
3. To display deleted objects in the report set the corresponding checkbox (**3**).
4. To display created objects in the report set the corresponding checkbox (**4**).
5. To display objects which have been changed set the **Change objects** checkbox (**5**).
6. Specify the period in the following way:
    a. From the **Period:** drop-down list select the time period for which the report is to be created (**6**).
    b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the  button near the corresponding field to use the **Calendar** tool.



7. To create a report click **Execute** (**7**).

As a result a change protocol report with specified parameters is displayed.



Change protocol report

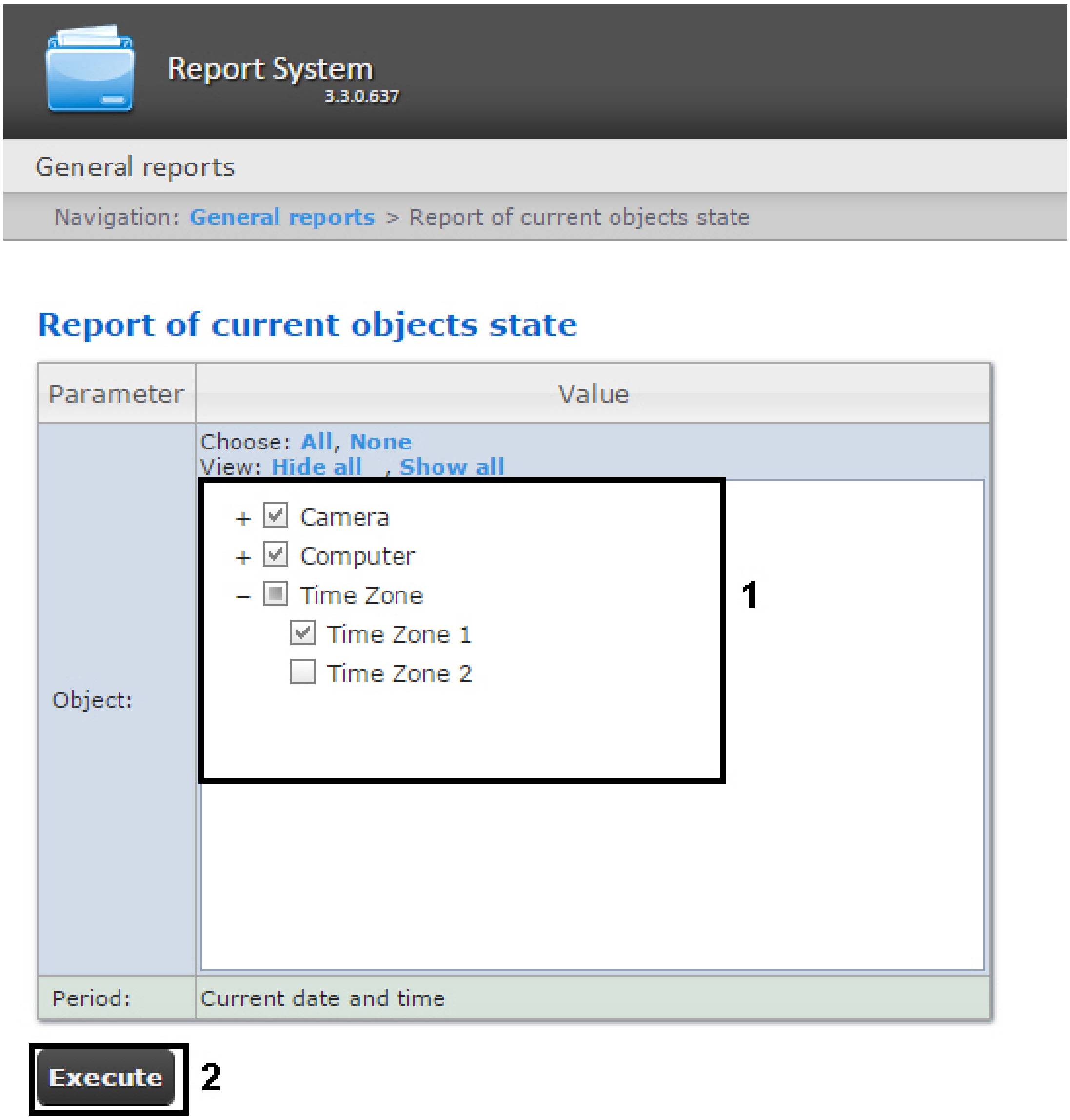
Period:17.01.2016 - 17.02.2016

Object type	Object name	Event	User	Date	Computer	List of changes
Video capture device		Create	ADMIN	16/02/2016 10:33:27	R-FADIN-2	
Video capture device		Change	ADMIN	16/02/2016 10:33:32	R-FADIN-2	type <> => <Virtual>;
Camera		Create	ADMIN	16/02/2016 10:33:36	R-FADIN-2	
Camera		Change	ADMIN	16/02/2016 10:33:41	R-FADIN-2	source_folder <> => <C:\Users\tester\Desktop\piter>;
Display	Display 1	Change	ADMIN	16/02/2016 10:33:43	R-FADIN-2	SLAVE.guid.count <1> => <0>;
Display	Display 1	Change	ADMIN	16/02/2016 10:33:46	R-FADIN-2	SLAVE.guid.count <1> => <0>; SLAVE.slave_id.count <1> => <2>;
Monitor	Monitor 1	Change	ADMIN	16/02/2016 10:33:49	R-FADIN-2	CAM.ipstorage.count <1> => <2>; CAM.compressor.count <1> => <2>; CAM.stream_id.count <1> => <2>; CAM.direct_connect.count <1> => <2>; CAM.gstream_version.count <1> => <2>; CAM.gate.count <1> => <2>; CAM.guid.count <1> => <2>; CAM.arch.count <1> => <2>; CAM.speed.count <1> => <2>; CAM.cam.count <1> => <2>; CAM.compression.count <1> => <2>; CAM.gate_arch.count <1> => <2>;

Creating a report of current objects state

In order to create a report of current objects state, do the following:

1. Select the **Report of current objects state** type (see Selecting a type of general report section).
2. As a result the dialog box for specifying the report parameters will be displayed.



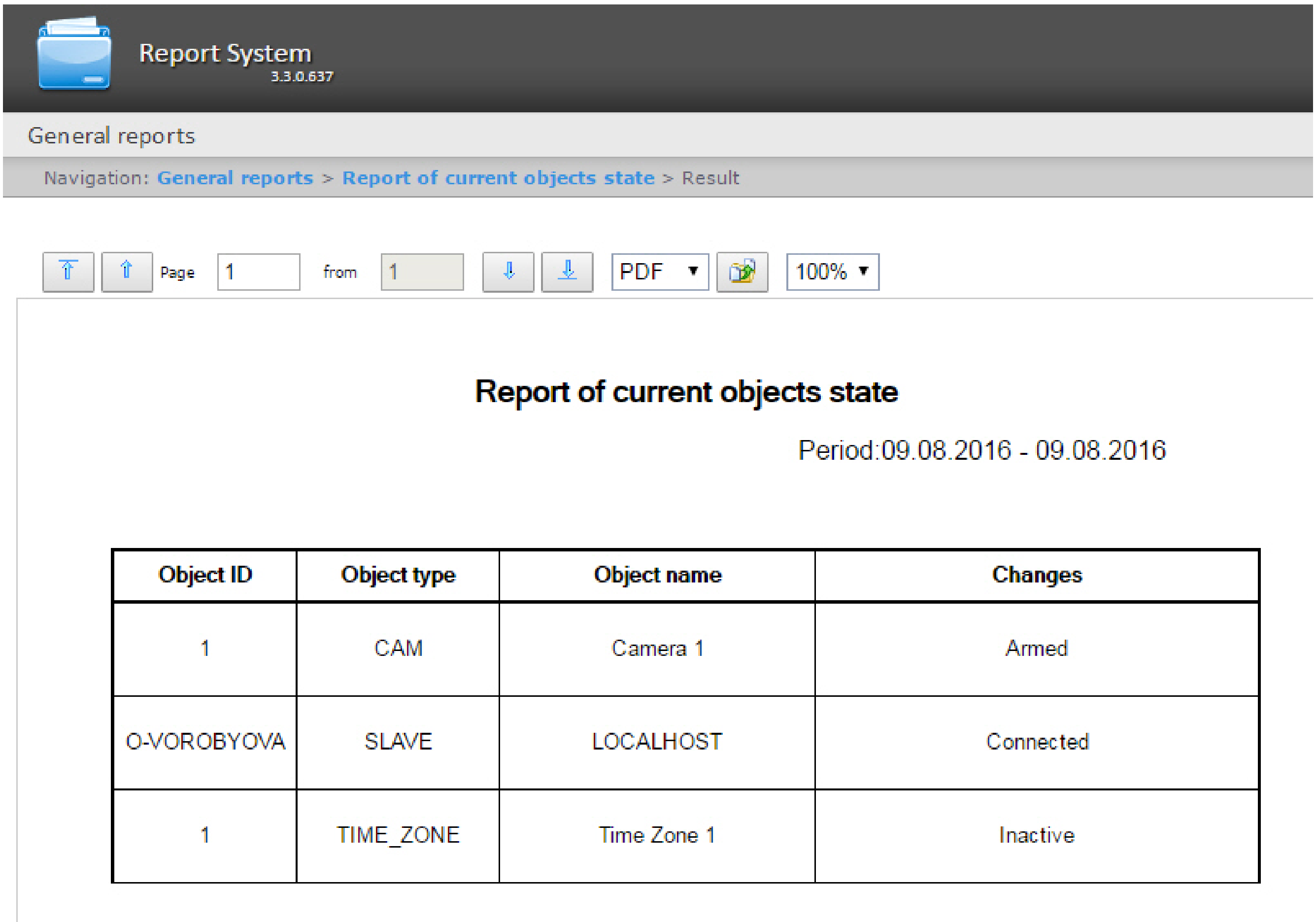
Set the following report parameters:

1. In the **Object:** field set checkboxes in those objects which current state is to be displayed in the report (**1**).

   > **Note.**
   > Only objects with status displayed on the map are given in the **Object** field.

2. Click the **Execute** button (**2**).

As a result a report of current objects state with specified parameters is displayed.



Object ID	Object type	Object name	Changes
1	CAM	Camera 1	Armed
O-VOROBYOVA	SLAVE	LOCALHOST	Connected
1	TIME_ZONE	Time Zone 1	Inactive

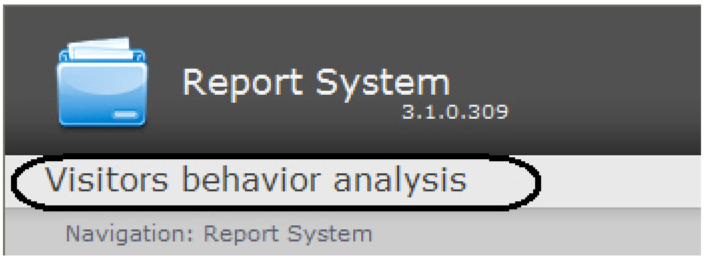
Working with Customer behavior reports

Selecting a type of Visitors behavior analysis reports

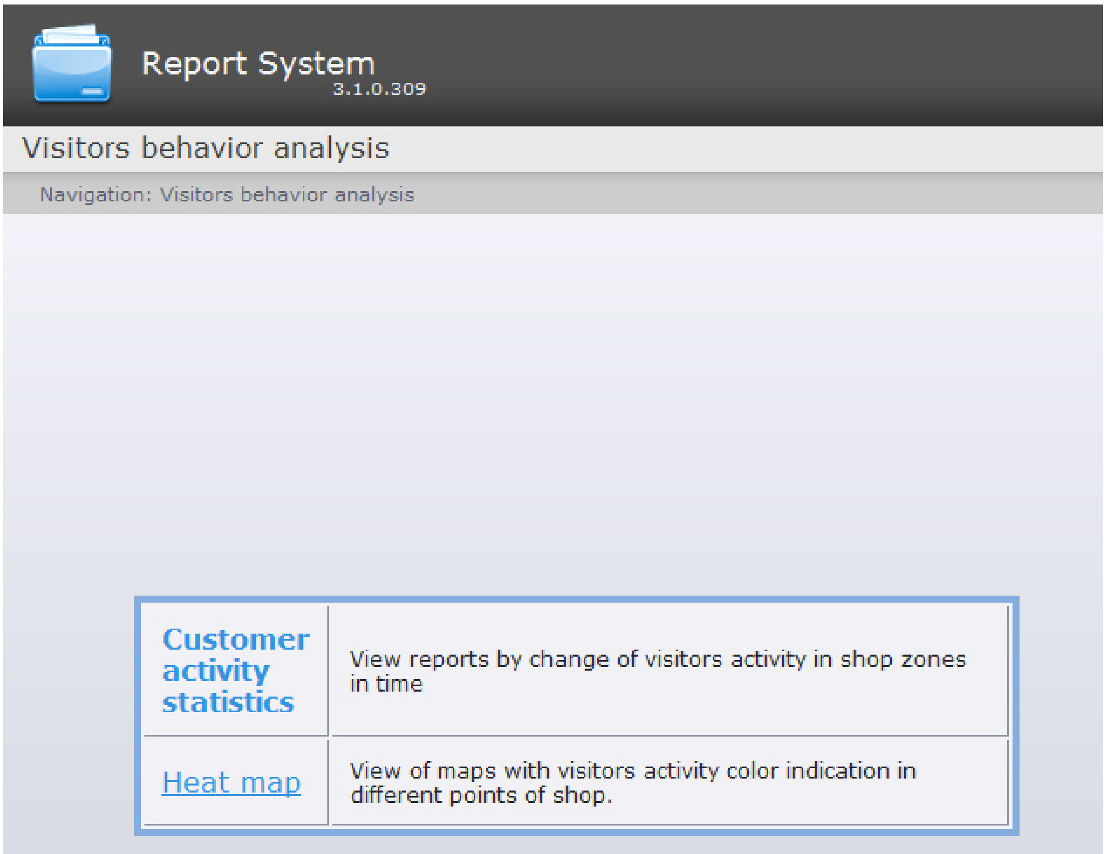
It is possible to create the following visitors behavior analysis reports:

1. Customer activity statistics report is used to inspect the chabge of customer activity over time and quantitavely estimate activity in different zones of monitored area.
2. Heat map report decides the issue of quick and auality comparison of customer activity in different zones of monitored area.

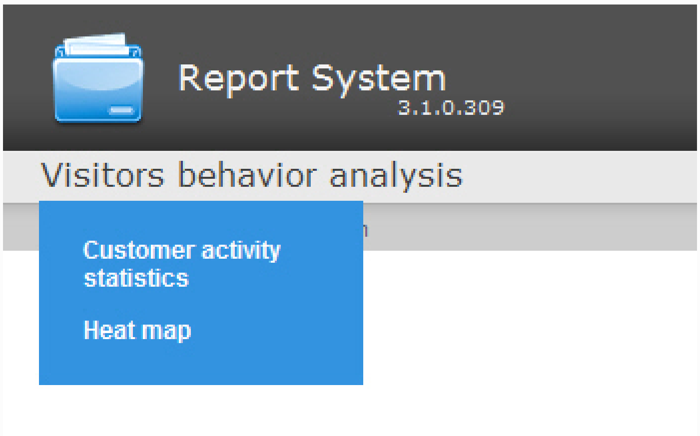
To select a type of visitors behavior analysis report click **Visitors behavior analysis** link in the report menu of *Intellect Web Report System*.



As a result the list of available visitors behavior analysis reports is displayed. For switching to the required report click the corresponding link.



Note.
List of links for switching to visitors behavior analysis reports is available when hovering the **Visitors behavior analysis** link in the report menu.



Creating the Customer activity statistics report

To create the customer activity statistics report, do the following:

1. Select the **Customer activity statistics** type (see Selecting a type of Visitors behavior analysis reports section).
2. As a result the dialog box for specifying the report parameters will be displayed.

Set the following report parameters:

1. Specify the period in the following way:
    a. From the **Receiving data period:** drop-down list select the time period for which the report is to be created (**1**).
    b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the button near the corresponding field to use the **Calendar** tool.
    c. If the **User defined 2** period is selected, enter additionally the time of start and end periods for which the report is to be created using the button.

    If another period type is selected, specifying the date of start and end periods is not needed.

1. From the **Included week days:** drop-down list select days when most customers work (or conversely, not work) to consider in statistics (**2**).
2. From the **Chart step:** drop-down list select the time interval in which data will be averaged (**3**).

> **Note.**
> If receiving data period and specified included week days are not crossed the empty report will be created and message with proposal to change the **Included week days** parameter or specify another **Receiving data period** parameter.

3. In the **Detectors:** field set checkboxes in those zones information on which should be displayed in the report (**4**).
4. Set the **Show in one axis:** checkbox to display data from different areas in one chart (**5**).
5. To create a report click **Execute** (**6**).

As a result a **Customer activity statistics** report with specified parameters is displayed. The report displays average results for whole period and detailed statistics for each time interval.

'isitors behavior analysis

Navigation: **Visitors behavior analysis** > **Customer activity statistics** > Result

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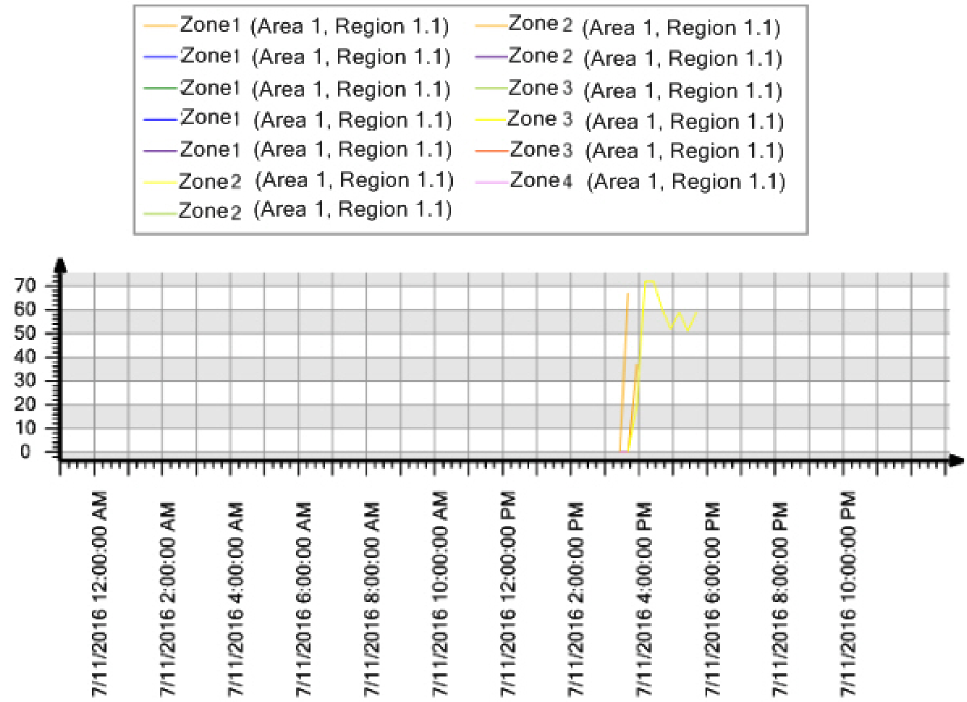
Customer activity statistics

Period:	7/11/2016 12:00:00 AM	7/11/2016 11:59:59 PM
Included weekdays	Mon - Sun	
Chart step:	15 minutes	
Data source:		

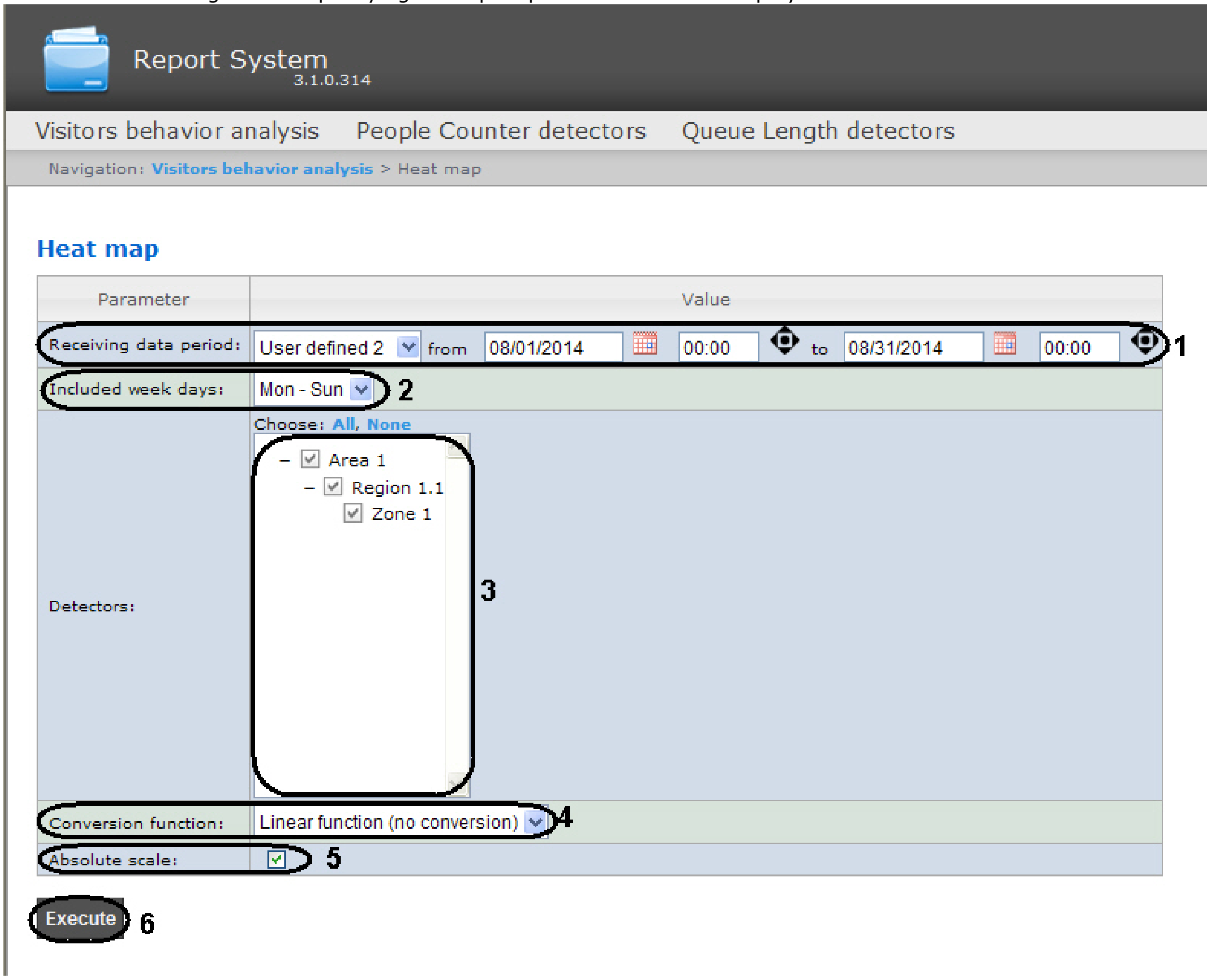


Detection	Period of data receiving	People
Average results for whole period		
Zone 1	7/11/2016 12:00:00 AM 7/11/2016 11:59:59 PM	19%
Zone 1	7/11/2016 12:00:00 AM 7/11/2016 11:59:59 PM	0%
Zone 1	7/11/2016 12:00:00 AM 7/11/2016 11:59:59 PM	0%
Zone 2	7/11/2016 12:00:00 AM 7/11/2016 11:59:59 PM	49%
Zone 2	7/11/2016 12:00:00 AM 7/11/2016 11:59:59 PM	0%
Zone 2	7/11/2016 12:00:00 AM 7/11/2016 11:59:59 PM	34%
Detailed statistics by points		
Zone 1	7/11/2016 3:30:00 PM 7/11/2016 3:44:59 PM	0%
Zone 1	7/11/2016 3:45:00 PM 7/11/2016 3:59:59 PM	37%
Zone 1	7/11/2016 3:30:00 PM 7/11/2016 3:44:59 PM	0%
Zone 1	7/11/2016 3:15:00 PM 7/11/2016 3:29:59 PM	0%
Zone 2	7/11/2016 3:30:00 PM 7/11/2016 3:44:59 PM	0%
Zone 2	7/11/2016 3:45:00 PM 7/11/2016 3:59:59 PM	20%
Zone 2	7/11/2016 4:00:00 PM 7/11/2016 4:14:59 PM	72%

Creating a Heat map report

To create the heat map report, do the following:

1. Select the **Heat map** type (see the Selecting a type of Visitors behavior analysis reports section).
2. As a result the dialog box for specifying the report parameters will be displayed.



Set the following report parameters:

1. Specify the period in the following way:
   a. From the **Receiving data period:** drop-down list select the time period for which the report is to be created (**1**).
   b. If the **User defined** period is selected, enter the date of start and end periods for which the report is to be created in the **from** and **to** fields using the **Calendar** tool. Click the button near the corresponding field to use the **Calendar** tool.
   c. If the **User defined 2** period is selected, enter additionally the time of start and end periods for which the report is to be created using the button.

   If another period type is selected, specifying the date of start and end periods is not needed.
2. From the **Included week days:** drop-down list select days when most customers work (or conversely. not work) to consider in statistics (**2**).

> **Note.**
> If receiving data period and specified included week days are not crossed the empty report will be created and message with proposal to change the **Included week days** parameter or specify another **Receiving data period** parameter.

3. In the **Detectors:** field set checkboxes in those zones information on which should be displayed in the report (**3**).
4. From the **Conversion function:** drop-down list select the function of converting initial data to relative values (**4**).

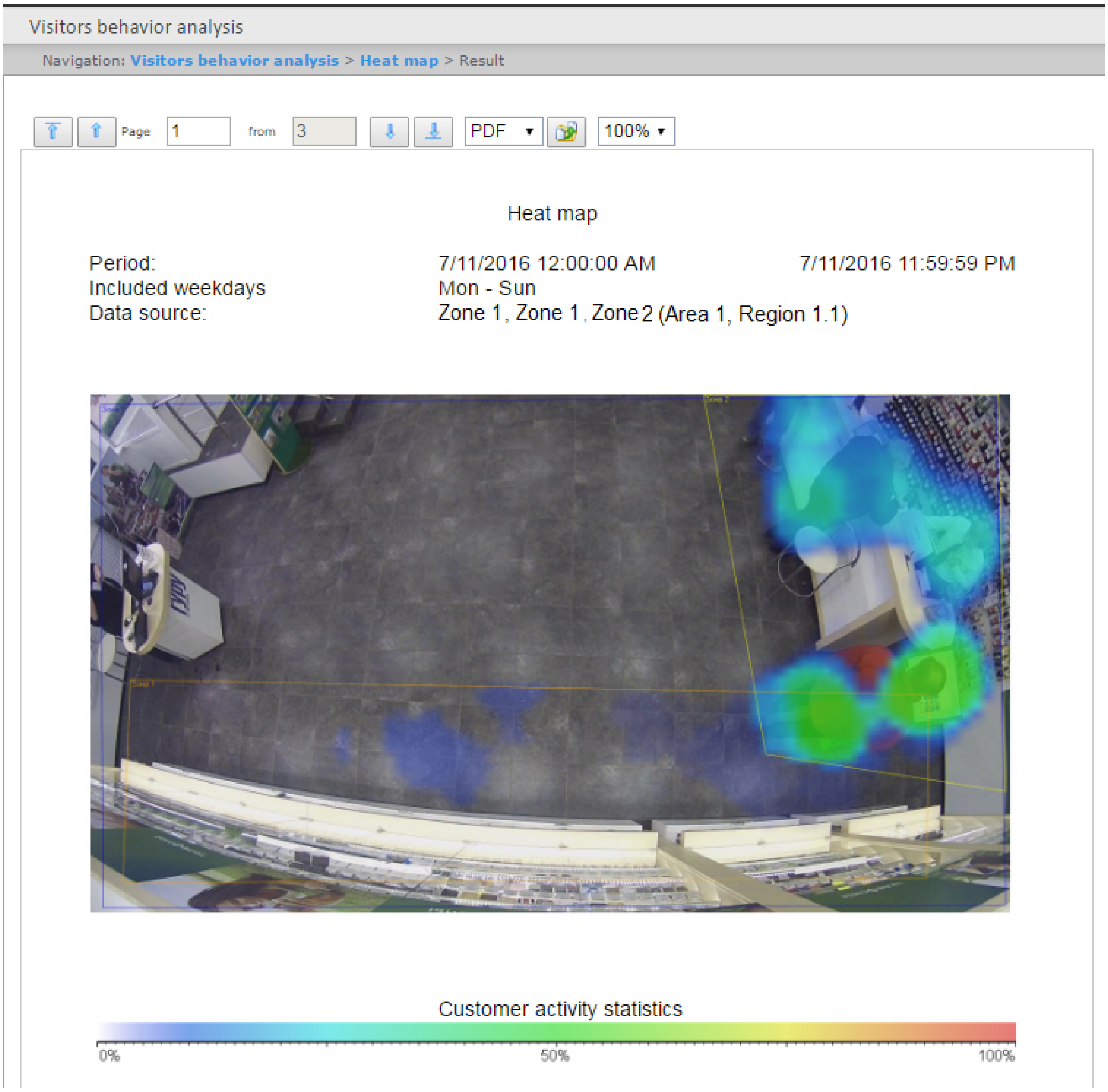
> **Note.**
> Different conversion functions are designed to pay special attention to various aspects of a store customers behavior statistics.

5. Set the **Absolute scale** checkbox if it's required to dispaly initial data without any changes (**5**).

> **Note.**
> The most toneless colour corresponds to the null customer activity and the red color corresponds to the 100% customer activity in a store zones. Often the customer activity is fluctuates, for example, in a range from 0% to 20% and for the best visual acceptability of statistics remove the **Absolute scale** checkbox, then each value of activity will be multiplied by 100 %\20%=5 (in case of linear conversion function is in use) and the activity statistics will be displayed by all range of colors.

6. To create a report click **Execute** (**6**).

As a result a Heat map report with specified parameters is displayed. Visitors activity in different points of observed area is highlighted in corresponding color.

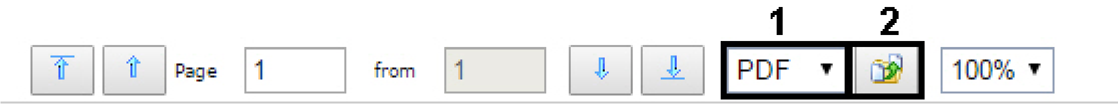


Exporting of reports

Intellect Web Report System allows exporting the created reports to computer in the following formats:

- PDF;
- RTF;
- HTML;
- Excel;
- CSV;
- Text.

From the dropdown list (**1**) select a format in which the report is exported and click the button (**2**).



Conclusion

Please send your comments or requests concerning this Guide to the AxxonSoft Training and documentation development division at documentation@itv.ru.

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