

## Glidepath Custom Report Samples

A Custom Glidepath Report has been prepared for distribution and use by users of e-ISuite Custom Reports.

This custom report can be downloaded and imported into e-ISuite Site installations by any user with the appropriate access. However, only users with access to the appropriate functional area will be able to see and run reports for that functional area.

After a user has downloaded, extracted, and imported this sample, the user may modify and save the sample reports in any way that meets their needs. Users should exercise caution when modifying this report because it was specifically designed to address the needs of the Glidepath process.

The report is documented as follows:

Sample Report Output and Report Builder Screens are shown for each of the reports for each of the four Report Builder sections in the Custom Reports Builder module of e-ISuite.

Note that this report can only be used to Download Data as Excel because it is designed to produce the customreport.xls file that will be used by the Glidepath spreadsheet (distributed separately) as the input file for generation of the Glidepath Custom Report. This report automatically includes selected data for all resources that are checked in or pending demob (Status C or P).

The user should select the Glidepath Report from the Manage Reports screen and then should click on Download Data as Excel. Depending on the browser used, the system will either prompt the user for the location to save the file, or the file will be automatically saved to the user's default download location for that browser. Either way, the user will then need to rename the file customreport.xls and move it to the Glidepath directory on the C:\ Drive of the machine being used to generate the Glidepath Report.

Feedback and or questions on this report can be sent to [billdamon@me.com](mailto:billdamon@me.com).