SWS - Forms in the Report Menu - System Reports - Activity Reports - Alarm Detail

Last Modified on 07/30/2024 11:41 am EDT

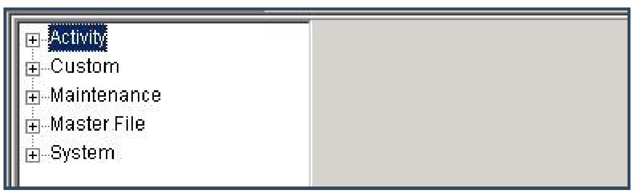
The Alarm Detail report contains the alarm activity details for a single or several Customer records. When this report is run with the defaults, the report groups by Customer and lists each alarm in sequential order.

Generating an Alarm Detail Report

Perform the following steps to generate an Alarm Detail Report:

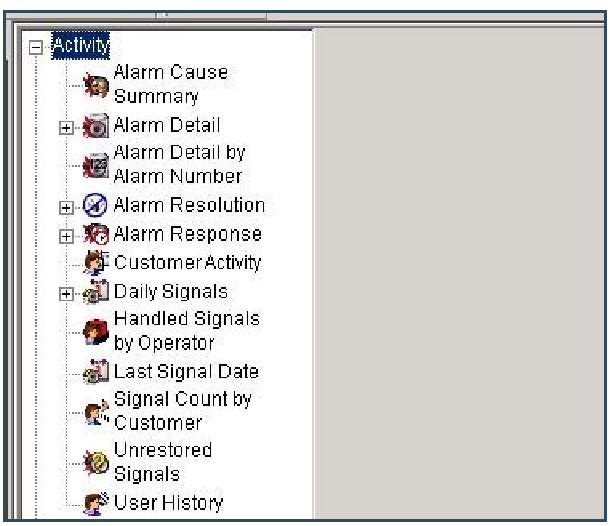
1. Navigate to the Reports menu, and select "System Reports".

   Result: The "System Reports" Navigation Tree displays as shown in the following screenshot:

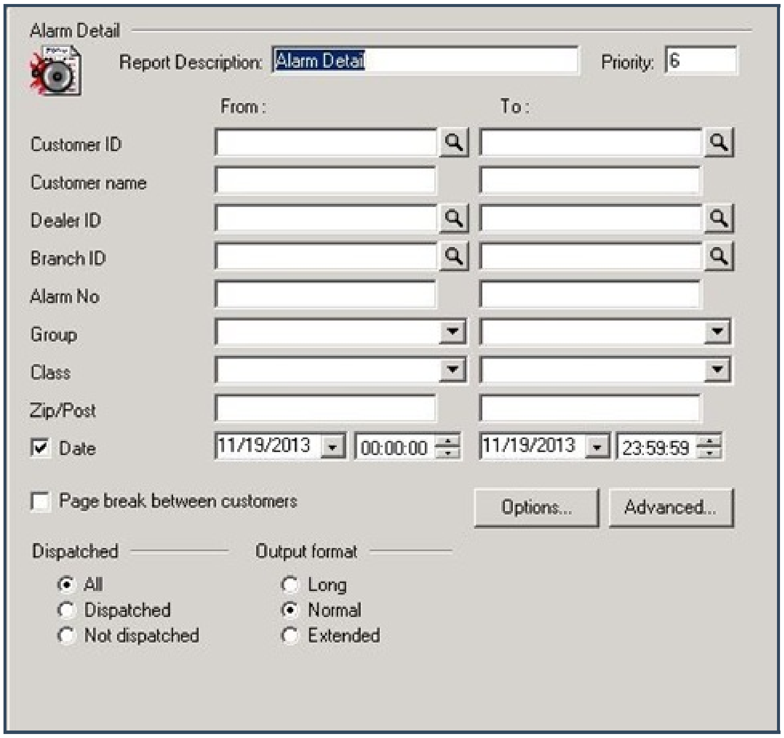
2. Click the "Activity" Navigation Tree Node.

   Result: The Activity section of the Navigation Tree expands as displayed in the following screenshot:

3. Double-click the "Alarm Detail" Navigation Tree Node.

   Result: The Alarm Detail Report form displays as shown in the following screenshot:

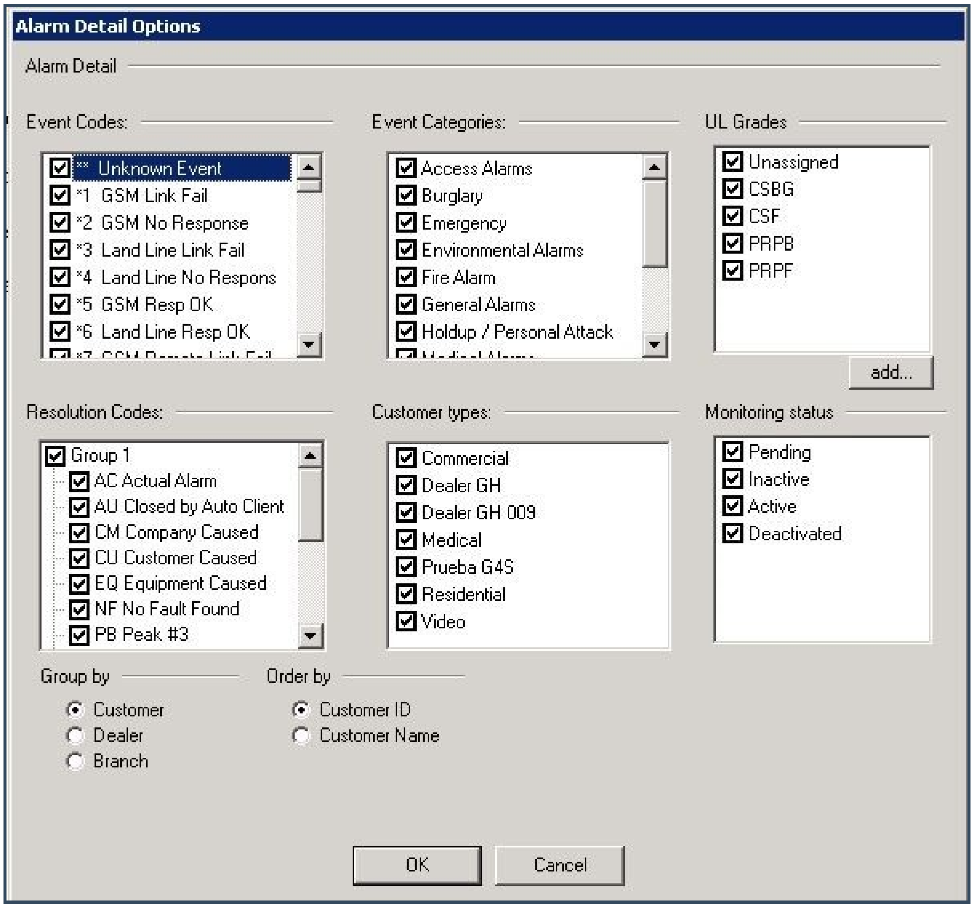


4. If you want, apply any of the following parameters to an Alarm Detail Report:

- Customer ID
- Customer Name
- Dealer ID
- Branch ID
- Alarm Number
- Group
- Class
- Zip/Post
- Date

5. To run an Alarm Detail Report, select a beginning value from the "From:" field and an ending value from the "To:" field. The system will report on all items in the selected category that fit between the beginning and ending value.
6. If you want, select options in the "Dispatched" and "Output format" areas of the screen to further narrow your Report parameters.
7. Click "Options".

   Result: The "Alarm Detail Options" window displays as shown in the following screenshot:

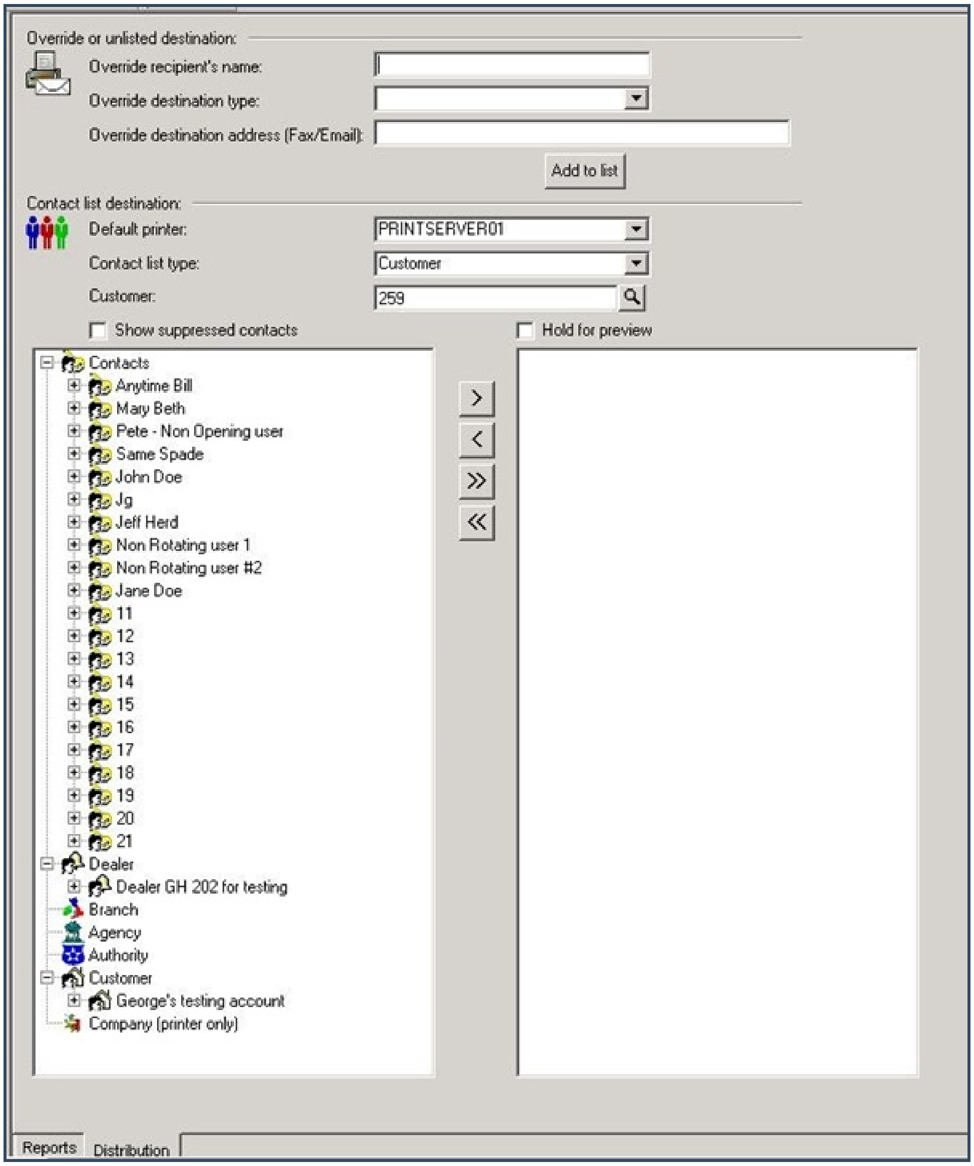


8. Deselect the Event Codes, Resolution Codes, Event Categories, Customer Types, UL Grades, and Monitoring Statuses that you want to exclude from your Alarm Detail Report.
9. The "Customer" option in the "Group by" area of the form displays as preselected. If you want to group your Report by Dealer or Branch, select that option instead.
10. The "Customer ID" option in the "Order by" area of the form displays as preselected. If you want to order your Report by Customer Name, select that option instead.
11. Click "OK".

    Result: The Alarm Cause Summary Options window closes, and the system returns you to the Alarm Cause Summary form.

12. Once you have entered all the parameters for your Report, click "Next".

    Result: The Distribution Tab displays as shown in the following screenshot:



13. For instructions on distributing your Report, refer to the "System Reports" document.

    Note: The Alarm Detail report satisfies all requirements of UL 1981 Paragraph 19.8, items a through p, which lists the requirements of an on-demand alarm report for non-certificated systems. See Section 7.02 - UL Alarm Ticket for more information. This report satisfies one of the documentation and reporting requirements of UL 1981.

    Please see Appendix section 7.02 - UL Required Reports for more information.

The Advanced Button

Some Report forms include an Advanced Settings button. Clicking this button results in the display of an Advanced Settings window. Use the "Customer user defined fields" form in the Tools menu, under Options, and Account Creation/Maintenance to customize Report fields on Advanced Settings windows.

For instructions on how to access and use the form, refer to the "System Reports" document.