

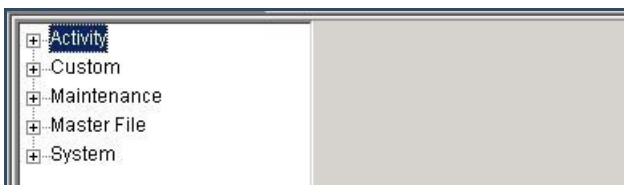
SWS - Forms in the Report Menu - System Reports - System Reports - False Alarm Summary

Last Modified on 08/05/2024 3:09 pm EDT

Perform the following steps to generate a False Alarm Summary Report:

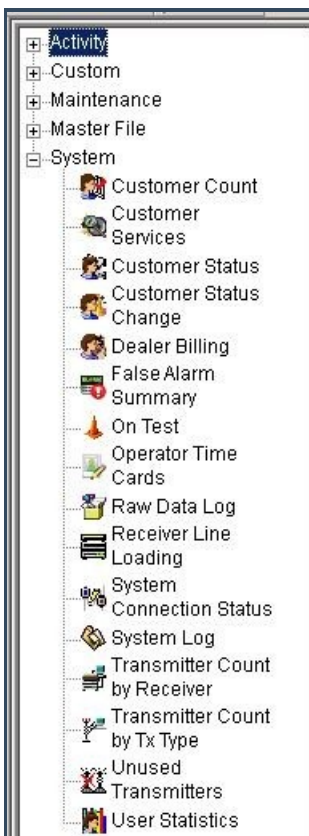
1. Navigate to the Reports menu, and select "System Reports".

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



2. Click the "System File" Navigation Tree Node.

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



3. Double-click "False Alarm Summary".

Result: The "False Alarm Summary" form displays as shown in the following screenshot:

The screenshot shows a software interface for generating a 'False Alarm Summary' report. On the left is a sidebar with a tree view containing categories like Activity, Custom, Maintenance, Master File, and System. Under the System category, 'False Alarm Summary' is selected. The main window has a title bar 'False Alarm Summary' and a toolbar with a red alarm icon. Below the toolbar, there are input fields for 'Report Description' (containing 'False Alarm Summary') and 'Priority' (containing '6'). A 'From:' and 'To:' section contains date and time pickers set to 12/21/2013 00:00:00 and 12/27/2013 23:59:59 respectively. There are also search fields for 'Dealer ID', 'Branch ID', and 'Authority ID'. At the bottom, a 'Group By:' section has radio buttons for 'None' (selected), 'Dealer', and 'Branch'.

4. If you want, apply any of the following parameters to your False Alarm Report:
 - Dealer ID
 - Branch ID
 - Authority ID
5. To run a False Alarm Report, enter a beginning value in the "From:" field and an ending value in the "To:" field. The system will report on all items that fit between the beginning and ending values.
6. The "Date" checkbox displays as preselected. If you want to run your Report by date, enter the date and time parameters.
7. If you want to group your Report by "Dealer" or "Branch", select that option in the "Group By:" area of the form.
8. Click "Next".

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

Override or unlisted destination:

Override recipient's name:

Override destination type:

Override destination address (Fax/Email):

Contact list destination:

Default printer:

Contact list type:

Customer:

Show suppressed contacts Hold for preview

Contacts

- Anytime Bill
- Mary Beth
- Pete - Non Opening user
- Same Spade
- John Doe
- Jg
- Jeff Herd
- Non Rotating user 1
- Non Rotating user #2
- Jane Doe
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20
- 21

Dealer

- Dealer GH 202 for testing

Branch

Agency

Authority

Customer

- George's testing account
- Company (printer only)

Reports Distribution

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