TNSP CUSTOM REPORT TABLE
Revised May 10, 2017

Report #	REPORT PURPOSE	CUSTOM REPORT NAME	REPORT VIEW AND CRITERIA
1	List of all Trainees who have checked in with the TNSP	TRAINEE - ASSIGNMENT LIST	Report View: Trainee Data Criteria: None: This report includes all Trainee records that have been entered by the TNSP
2	List of all Trainees and all their Evaluators	TRAINEE - ASSIGNMENT - EVALUATOR LIST	Report View: Trainee Data Criteria: None: This report includes all Trainee records that have been entered by the TNSP
3	List of all Trainees and their Home Unit Data	TRAINEE - HOME UNIT LIST	Report View: Trainee Data Criteria: None: This report includes all Trainee records that have been entered by the TNSP
4	List active trainees as of today	TRAINEES ACTIVE AS OF TODAY	Report View: Trainee Data Criteria: Assignment End Date is either NULL or >= TODAY and resource has not demobed (Actual Release Date is NULL)
5	How many and who are the trainees who checked into the incident while this IMT was on the incident and who had the TRAINEE Checkbox checked by Plans when they checked it (They may or may not have checked in with the TNSP)	TRAINEES CHECKED IN BY PLANS DURING IMT ASGMT	Report View: PERSONS – PLANS Criteria: TRAINEE is true and Check-in Date is within the range of the IMT assignment.

6	How many and who are the trainees who checked into the incident while this IMT was on the incident and who checked in with the TNSP and started a taskbook.	TRAINEES WHO CHECKED IN DURING <IMT> ASGMT	Report View: Trainee Data Criteria: Check-in Date is in the range of dates for the IMT's assignment
7	How many and who are the trainees on the incident that are still working on trainee assignments when this IMT took over the incident.	TRAINEES NOT CLOSED OUT BEFORE IMT TOOK OVER	Report View: Trainee Data Criteria: Assignment End Date is either NULL or >= the date IMT took over and resource has not demobed (Actual Release Date is NULL)
8	How many and who are the trainees who closed out their assignment(s) while this IMT was on the incident.	TRAINEES WHO CLOSED OUT DURING IMT ASSIGNMENT	Report View: Trainee Data Criteria: Assignment End Date is in the range of the IMT Assignment and the Trainee did not demob before the IMT arrived (actual release date is null or >= the start date of the IMT's assignment.
9	How many and who are the "not closed out" trainees who are staying on the incident after this IMT leaves the incident.	TRAINEES NOT CLOSED OUT AT END OF IMT ASGMT	Report View: Trainee Data Criteria: Assignment End Date is either NULL or >= the day the IMT left and resource has not demobed (Actual Release Date is NULL)
10	How many and who are the trainees which were processed by the first IMT while the IMT was assigned to the incident.	TRAINEES PROCESSED BY FIRST IMT	Report View: Trainee Data Criteria: Either the assignment start date or the assignment end date is in the date range of the IMT's assignment (for the 1st IMT these are the only criteria).
11	How many and who are the trainees which were processed by the 2nd or subsequent IMTs while the	TRAINEES PROCESSED BY 2ND IMT	Report View: Trainee Data Criteria: Either the assignment start date or the assignment end date is in the date range of the IMT's assignment or the Assignment End Date is null AND the resource has not demobed (Actual Release Date is

	IMT was assigned to the incident.		null or greater than the start date of the IMT's assignment)
12	List of all Trainees who have checked in with the TNSP but were not ordered as a Trainee	TRAINEE CHECKBOX FALSE AND STATUS C ONLY	Report View: Trainee Data Criteria: Trainee is checked in but Trainee Checkbox is NOT checked in the Check-in Module.
13	List and count of all Trainees who checked in with the TNSP and did not have the Trainee Checkbox checked during Check-in.	TRAINEE CHECKBOX FALSE TOTAL	Report View: Trainee Data Criteria: Trainee Checkbox is False
14	List of all Trainees who were ordered as Trainees and the Trainee Checkbox was checked as they checked in.	TRAINEE CHECKBOX TRUE AND STATUS C ONLY	Report View: Persons – Plans Criteria: Criteria: Trainee is checked in and the Trainee Checkbox was checked in the Check-in Module.
15	List and count of all Trainees who had the Trainee Checkbox checked during Check-in. Includes all Trainees regardless of their status.	TRAINEE CHECKBOX TRUE TOTAL	Report View: Persons – Plans Criteria: Trainee Checkbox is checked in the Check-in Module.
16	Download Trainee and Evaluator Data to Excel	TRAINEE AND EVALUATOR EXCEL FILE	Report View: Trainee Data Criteria: None: This report includes all Trainee records that have been entered by the TNSP
17	Download Trainee and Home Unit Data to Excel	TRAINEE AND HOME UNIT EXCEL FILE	Report View: Trainee Data Criteria: None: This report includes all Trainee records that have been entered by the TNSP
18	Download Trainee and Home Unit Label Data to Excel	TRAINEE HOME UNIT LABEL EXCEL FILE	Report View: Trainee Data Criteria: None: This report includes all Trainee records that have been entered by the TNSP

19	List of Trainees with a Priority Program selected. "Shop" for positions and evaluators at meetings.	TRAINEES – PRIORITY TRAINEE LIST	Report View: Trainee Data Criteria: Priority Description selected and Status is "C" or "P"
20	List of Trainees and their 3 Objectives. List can be used to "shop" for opportunities to meet these.	TRAINEES – TRAINEE OBJECTIVES	Report View: Trainee Data Criteria: Status is "C" or "P"
21	List of all Trainees and their % of PTB Progress sorted by Agency and grouped by %.	TRAINEES – PERCENTAGE OF PTB	Report View: Trainee Data Criteria: None
22	Count of all Trainees by Agency in each Section	TRAINEES – TRAINEE AGENCIES	Report View: Trainee Data Criteria: None
23	Count of Trainees by each type of Complexity	TRAINEES – COMPLEXITY COUNT	Report View: Trainee Data Criteria: None