Sort Categories

Most of the Sort Category reports described below can be run with the following parameters:

- Reports Only, Graph Only or Reports And Graph
- Grouped by Accounting Code, Agency, Payment Agency, Cost Group, Unit ID or Incident.
- Selected Date Range.
- Additional filters that are specific by report.

Group Category Summary
This option creates a report and/or graph by day including all days from the start date of the incident. Each day is a separate column in the report and is summarized by item codes, with a total at the bottom of each day.

Summary by Resource
This option creates a report similar to the group category summary, but with more detail. Instead of being summarized by item code, this report breaks out each resource into a separate line, with a summary total by item code.

Summary for Current Day
This option creates a report with two columns containing a summary of the costs for the current system date and the costs to date.

Detail by Resource Report
This option creates a report, grouped by Item code, with a section for each resource. The resource section includes a detailed cost record for each day the resource has generated costs on the incident. The report can be run for all non-overhead resources or for all overhead resources.

Group Category Total
This option creates a summary report and/or graph by group Category. The report will contain a column for each item in the group category. For example, if Agency is selected as the group category, there would be a summary column for each agency.
Aircraft

- **Aircraft Detail Report** - This report identifies the aircraft costs based on those resources that were assigned Aircraft item codes (i.e. AT).

Other Categories

Analysis:

- **Resource Cost** - This report identifies the average cost by Item Code or by resource that exceeds a preset standard cost.

- **Exception** – This set of reports includes five specific exception reports for use in analyzing cost data, and improving the accuracy of costs.
  - Resources with no actual time posted.
  - Resources daily cost exceeds $10,000. The user can also specify a different amount.
  - Resources with actual time postings, but 3 or more days of unposted time. The user can also specify any number of days.
  - Resources with no agency assigned.
  - Resources with missing assign dates or status is F.

- **Resource/Item Code by Cost**—Report grouped by Item Code including all resources sorted by highest to lowest cost.

- **Resource/Item Code by Cost Overhead**—Overhead only report grouped by Item Code including all resources sorted by highest to lowest cost.

Cost Share:

- **Cost Share Summary** - This report identifies the Daily Cost for the Shift on the listed dates. It also identifies, by Agency, the percentage of the cost obligations for the Shift on the listed dates.

- **Cost Share by Shift and Item Code** - This report identifies the Daily Cost for the Shift and Item Code on the listed dates. It also identifies the Agency percentage of the cost obligations for the Shift and Item Code on the listed dates.

- **Cost Share Detail** - This report contains detailed Cost Share information for listed Shifts and Resources. This information includes Daily Cost by Agency.

- **Cost Share Resource Worksheet** - This report contains Cost Share information for listed Resources. This information includes Daily Cost, by Agency.