Report Features

Custom Report Writer is a powerful browser-based tool that can:

- Automatically email reports upon completion.
- Display reports on the screen in PDF format.
- Save time by always having accurate and up-to-date information.
- Build report content by specifying workgroup levels, time periods, fields you want included, and employees that meet a specific condition (such as employees without schedules today).

Report Security

Custom Report Writer's built-in security features provide you with the peace of mind you expect when working with sensitive employee information and critical labor data. User permission levels limit access to authorized reports. You can use these security features to:

- Create commonly used reports shared by some users or all users.
- Generate private reports by user to ensure information security.
- Maintain private reports that only specified users can change and view.

Create and Automate Reports

Track and Analyze Payroll and Labor Information

Automatically Email Reports Upon Completion

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