

Recommended Standard Reports for Managers

REPORT NAME	REPORT CATEGORY	WHY WE RECOMMEND IT
Training Progress Pie Chart	Track Employees	<ul style="list-style-type: none">○ This report allows Managers to instantly see the progress of their direct and indirect reports on specific or multiple learning objects.
Training Status Summary	Track Employees	<ul style="list-style-type: none">○ Helps to easily determine which users are overwhelmed with learning responsibilities, which are successful, and where each user stands.
Transcripts	Track Employees	<ul style="list-style-type: none">○ Managers need to be able to see the Transcripts of their direct and indirect reports and monitor their learning activities.