

# **Reports module [rpt] - Creating a new report (identities and roles)**

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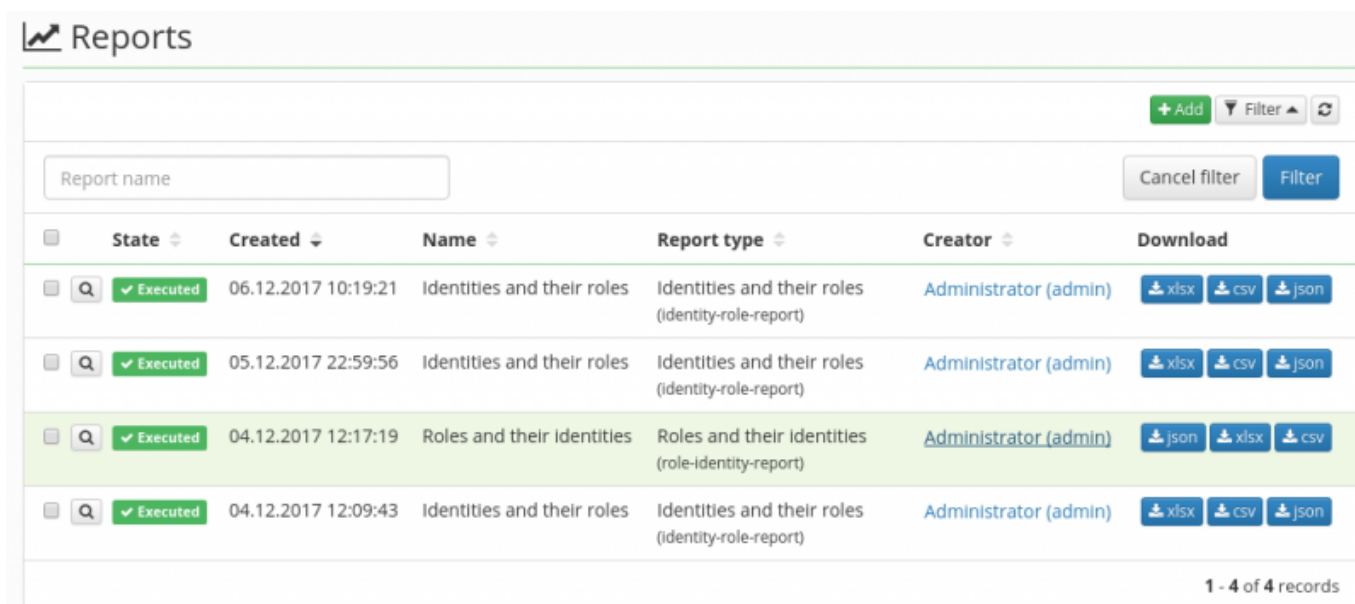


# Reports module [rpt] - Creating a new report (identities and roles)

CzechIdM gives the administrators a powerful report module to handle reports. In this tutorial we will show how to prepare a report and download a file with the report.

## Reports GUI agenda

When the reports module is active (Settings → modules), in the main menu there is a **Reports** item. The reports agenda consists of the table of all reports already generated. To prepare a new report, click on the **Add** green button.



The screenshot shows the 'Reports' interface. At the top, there is a search bar for 'Report name' and buttons for '+ Add', 'Filter', and 'Cancel filter'. Below is a table with the following data:

State	Created	Name	Report type	Creator	Download
Executed	06.12.2017 10:19:21	Identities and their roles	Identities and their roles (identity-role-report)	Administrator (admin)	xlsx, csv, json
Executed	05.12.2017 22:59:56	Identities and their roles	Identities and their roles (identity-role-report)	Administrator (admin)	xlsx, csv, json
Executed	04.12.2017 12:17:19	Roles and their identities	Roles and their identities (role-identity-report)	Administrator (admin)	json, xlsx, csv
Executed	04.12.2017 12:09:43	Identities and their roles	Identities and their roles (identity-role-report)	Administrator (admin)	xlsx, csv, json

At the bottom right of the table, it says '1 - 4 of 4 records'.

Then choose the appropriate report. In the basic implementation there is only one sample report available. Other reports you can get via [implemented reports \[reports\] module](#) or [implement yourself](#).

### Create new report ✕

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**Report**

Identities - example (example-identity-report) ✕ ▾

**Disabled identities**

No ✕ ▾

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[Close](#) [Generate report](#)

Having chosen the report, optional parameters can be specified. In our example, there is a select box "Include also invalid users" with yes/no values.

### Report detail ✕

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**Report**

Identities - example (example-identity-report) ▾

**Disabled identities**

No ▾

<b>Processed</b>	<b>Task duration</b>
52 / 52	a few seconds

**Result**

---

✓ Executed

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[Close](#) [xlsx](#) [json](#)

After a new report specification is saved, a new report is initiated as a new Scheduled task. The detail of the generation can be shown after clicking on the magnifying glass sign.

As a minimum, the following information is available:

- **Report** - its name
- **Status** - e.g. Running/Executed
- **Processed** - number of objects (e.g. lines in Excel) already processed / total objects
- **Parameters and their values** - in our example - **Disabled identities:No**

If the status is Executed, you can also download the report. The format of the download depends on the report type, usually CSV, JSON, XLSX are available.

Reports are now physically stored in the filesystem (path depends on the module configuration) in JSON format. Translation into other formats takes place when the user wants to download it - so the download preparation may take a while.

## Video Guide

[Report module](#) - czech language

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