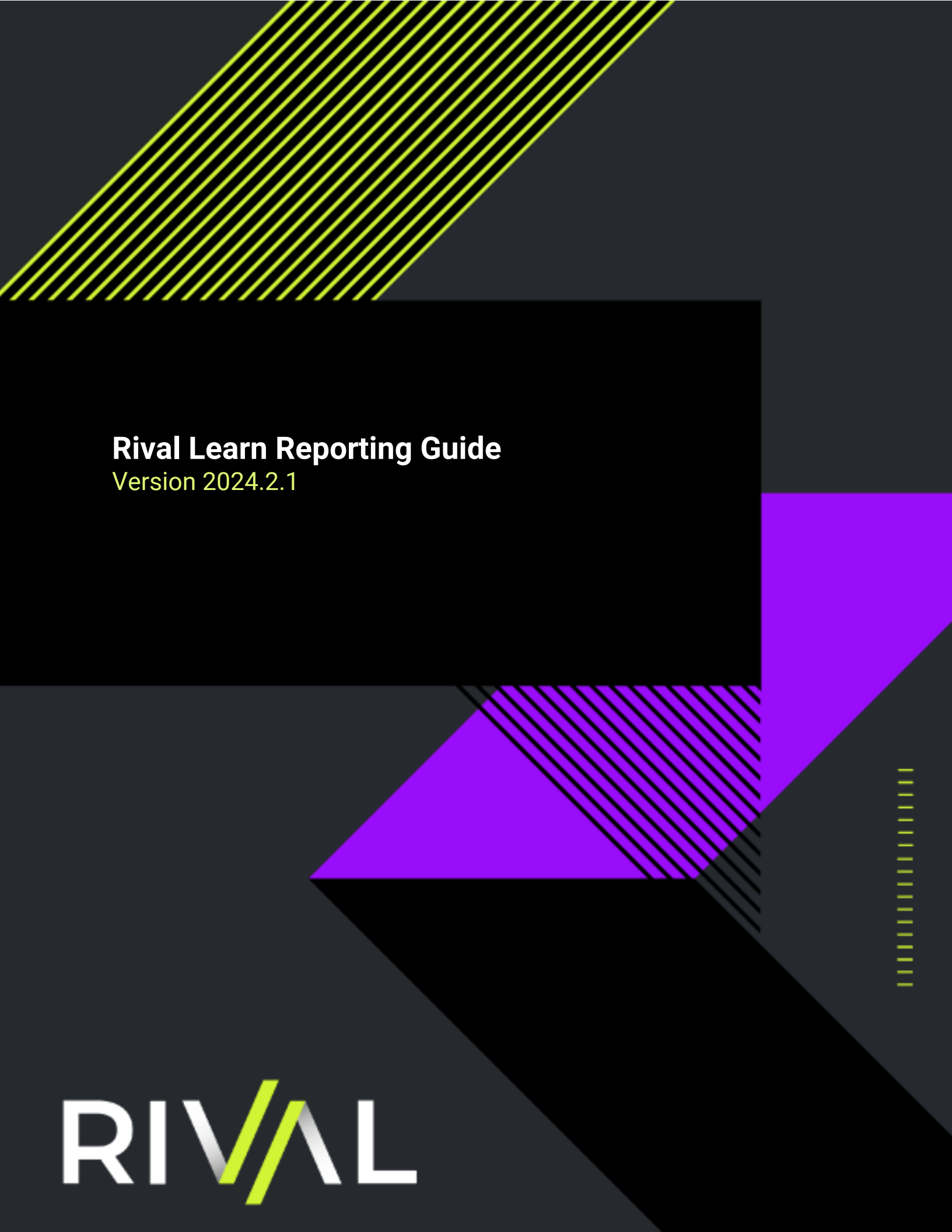




Rival Learn Reporting Guide

Version 2024.2.1

RIVAL

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Introduction

This guide provides step-by-step instructions for creating reports using SQL Server Business Intelligence Development Studio (for RDL reports).

Rival Learn provides you with many default system reports to view your data. Many clients use the default reports as they are. Others modify them to display their corporate logo or make extensive modifications to display the data they require. Rival Learn provides report filters so you can control the amount of data that appears in your reports. Reports can also be generated in several formats, depending on your needs. See **Standard reports** (on page 8) for a listing of available standard reports.

Rival Learn supports the open source RDL report design format.

RDL default system reports have been created with SQL Server Business Intelligence Development Studio and SQL Server 2005 Reporting Services is used for runtime report generation. Reporting Services and the RAS server also provide most of the format options for the report output; one exception is the XMLData (Zipped) format, which is generated by Rival Learn directly.

Using SQL Server Business Intelligence Development Studio (for RDL reports), you can also customize Rival Learn reports to suit your needs. Customized reports are uploaded into Rival Learn and appear on your report list just as default reports.

The following generation formats are currently supported for RDL reports:

- Adobe Portable Document Format (PDF)
- Comma Separated Value (CSV)
- SQL Server Report (RDL) – includes embedded xml report data
- Microsoft Excel (XLS)
- XML Data (Zipped)
- HTML

Reporting basics

Some quick list basics:

- SQL Server Business Intelligence Development Studio is used to create RDL reports and can be used for customizing reports. Experience with RDL formats (xml elements, etc.) or experience using BI Studio will be necessary to customize these reports.
- Reports connect to the database using Report Queries. The Report Queries compile data from tables in the database make a single data table which is used as the datasource for reports. Each query includes a full listing of the exposed fields and their datatypes.
- Rival's policy with Rival Learn prevents the database from being exposed externally and thus prevents any external direct connection to the database. To account for this and understanding that a data source may be required for customizing reports, we utilize XML files as local datasources for customized reporting.
- Rival tries to ensure there is a default RDL report for each Report Query, but some older infrequently used queries may not have a default report. Please contact Rival if you have any questions regarding these Report Queries.

Report queries

Data fields available to external reports are determined based on a number of report queries developed that compile data from tables in the database and make this data available to an RDL report.

Access report query definitions

Report query definitions are available online in the Administration Portal.

1. From the navigation bar, click **Help**.
2. From the Help window, click **Report Queries**.

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[\(Details...\)](#)

[Click here to view Rival Learn Help](#)

Additional Reference

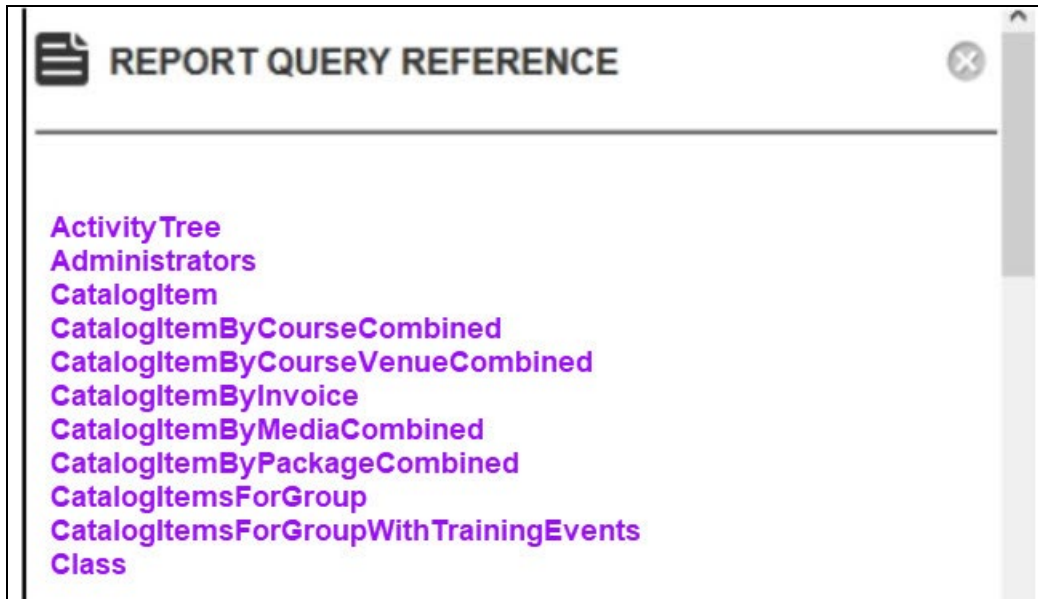
[Rival Learn Administrator Guide](#)
[Rival Learn eBusiness Guide](#)
[Rival Learn Supported Import Fields](#)
[Report Queries](#)

Technical Support

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A list of currently available report queries for your database opens:

Note: The following is a sample screenshot. Your list may be different.



- Click a report query to view available fields and data types in the queries.

Here is a sample screenshot:

Report Query Details		
CatalogItem		
Column	Data Type	Notes
CatalogItemID	Int32	
Name	String	
CatalogCode	String	
Description	String	
BasePrice	Decimal	
ProductRef	Int32	
ProductRefID	Int32	
Active	Boolean	
GLID	Int32	
SyllabusURL	String	
DemoURL	String	
AvailableReview	String	

RDL reports

When using the XML data embedded directly in the RDL reports the data type for each field is explicitly written to the xml data set by Rival Learn.

Customized reporting

RDL reports

Computer setup

You can edit RDL reports with Microsoft Business Intelligence Design Studio, which is available as a free download from Microsoft. Go to Microsoft's Download Center to download it.

Modify a Rival Learn system report

1. Download the report from Rival Learn in RDL format:
 - a. Log into the Administration Portal.
2. From the navigation bar, click **Learning**.
 - a. Under Monitor, click **Reports**.
 - b. Search and select a report, then preview it.
 - c. Select appropriate filter values and in the report format drop-down, select **SQL Server Report (RDL)**, also select the **Open Report In New Window** check box.
 - d. Click **Preview** and save the report to a location on your local hard drive.
3. Open Business Intelligence Design Studio, and create a new project of type Report Server Project.
4. Add the downloaded report with the Project | Add Existing Item command.

There are three tabs for the report:

- **Data:** This tab should not be modified. It contains the Rival Learn data downloaded with the report in an xml format
 - **Layout:** This tab allows you to edit and change the report
 - **Preview:** This tab allows a preview of the report
Tip: Data used here is from the static xml data when the report was originally run, altering parameters will not affect this preview.
5. Once the report has been edited, it can be saved and uploaded as a new custom report to Rival Learn.

Note: The report moves to the directory of the report server project to which the report was added.

Standard reports

Rival Learn includes the standard reports shown below. This list is current as of the date of this publication.

Title	Description
Administrators	Names, login codes and workgroup membership for Administrators.
Billable Transactional Count	Count of billable users within the nominated reporting period.
Billable Transactional Count Details	Detail of billable users (Login, course name and start date).
Billable User Count	Count of users active within the nominated reporting period.
Billable User Count Details	Detail of billable users (Login, course name and start date).
Catalog Items By Group	All Active Catalog Items available to selected Groups, grouped by Student Group.
Catalog Items By Group with Training Events	All Active Catalog Items available to selected Groups, including associated Training Events, grouped by Student Group.
Certification Due Dates	Shows when training was mastered compared to when it was due.
Checklist Details	Includes all data stored in a Checklist record for any student. Filters available for this report include Students, Mastery Date, Checklist, Status, Supervisor, and Language.
Competency	Competencies with associated certification type and term.
Competency Gap Analysis	Matrix report showing competency mastery for a defined set of students. Use it to predict the expected compliance timeframe for any competency that is not controlled by a qualification. The expected compliance timeframe can be estimated based on the default values for certification/recertification defined for the competency. Requires student criteria and competency filter values.
Compliance Variance Summary	Number of students who have MET, DUE, NOT MET and EXPIRED qualifications by Intervention (Training Activity, eCourse, Assignment, Exam), Competency or Requirement.
Compliance Variance Summary by Area	Number of students who have MET, DUE, NOT MET and EXPIRED qualifications grouped by Organizational Unit for each Intervention (Training Activity, eCourse, Assignment, Exam), Competency or Requirement.
Content Object Details	Content object activity details with SCORM information.
Course Certificate	Generic course completion certificate.
Course Certificate (EN)	English course completion certificate.
Course Series Grading Chart	Summary grading chart scores for each associated Training

Title	Description
	Activity in a course series.
Declined Training Event Invitations	Displays declinations via Outlook invitation and associated reasons grouped by Training Event.
Duplicate Training Records	Displays potentially duplicate training records where the course name and start date are identical. Used for data validation when manually entering Training Activity records.
ECourseActivity	Displays user activity data for eCourses, including start date, end date, time in course, and exit reason. Report is grouped by eCourse.
ECourse Cancellations	Displays eCourse cancellation records.
ECourses	Displays summary of eCourse properties grouped by eCourse.
Exam Lockouts	Displays current user exam lockouts.
Glossary Term Details	Displays detailed information for glossary terms.
Glossary Terms	Displays list of glossary items.
Group Members	List of Groups and their Student members.
Instructor Guide	Displays details of Instructor Notes grouped by Content Object and activity.
Instructor Training Event Schedule	Displays training event schedule grouped by Instructor.
Intervention Mastery Summary	Summary of number of students who completed and total hours of training grouped by Intervention.
Invoice	Generic Invoice report.
Invoice Details_1 v1.0	Invoice details for exporting.
Jobs	Jobs and associated job categories.
Media Use	Detailed summary of media relationships to Content Objects.
Metrics That Matter® Export	Supports the integration with KnowledgeAdvisors Metrics that Matter®: Starter Edition by reporting on daily student activity.
Organization Structure	Displays the Organization Unit structure.
Organizational Anomalies	Data integrity aid: lists students where their Organizational Unit does not match their supervisor's Organizational Unit.
Privileges and Data View Restrictions	Displays workgroup privilege and data view restriction settings.
Qualification Details	Displays summary of Qualification property details.
Qualifications Due By Intervention	Qualification status where status is DUE, NOT MET or EXPIRED, sorted by Training Intervention.
Qualifications Due By Student	Detailed Qualification summary displaying students whose qualification status is DUE, NOT MET or EXPIRED by Interventions, Competencies, and Requirements grouped by

Title	Description
	Qualifications.
Qualifications Past Due By Intervention	Qualification status where status has expired.
Qualifications Past Due By Student	Detailed Qualification summary displaying students whose qualification status is PAST DUE (EXPIRED) by Interventions, Competencies, and Requirements grouped by Qualifications.
Qualifications Status By Intervention	Qualification status, sorted by Training Intervention.
Qualifications Status By Intervention (Basic1)	Qualification status, sorted by Training Intervention. Similar to above but supports basic fields only.
Qualifications Status By Student	Detailed Qualification summary displaying students qualification status (MET, DUE, NOT MET or EXPIRED) by Interventions, Competencies, and Requirements grouped by Qualifications.
Question Bank	Question detail.
Random Order Question Exams	Generates a paper-based Exam based on the Exam rules.
Recertification Report By Intervention	Recertifications NOT MET, DUE, or EXPIRED by intervention.
Recertification Report By Student	List of students whose certifications require renewal within a selected time period grouped by Competency, Requirement, and Intervention.
Report Activity	Provides details on Report activity. The report is grouped by Report name.
Report Activity By Date	Provides details on Report activity. The report is grouped by Report generation date
Resource Schedule	Displays schedule for filtered resources.
Revenue By Course	Summary of revenue grouped by Course.
Revenue By Course Venue	Summary of revenue grouped by Course Venue.
Revenue By Media	Summary of revenue grouped by Media.
Revenue By Package	Summary of revenue grouped by Package.
SCORM Interactions	Displays interaction data for imported SCORM objects that pass interaction data to Rival Learn.
Student Course Grading Chart	Displays course grading chart for a series of sessions that contain Training Activities with associated grading charts.
Student Exam Failures	Displays questions answered incorrectly for a single exam attempt grouped by exam.
Student Exam With Answers	Displays exam results, as well as the correct responses for each question.
Student Exam Results	Generic test results grouped by Exam.

Title	Description
Student Group	Listing of Students and the Groups in which they are members.
Student History	Detailed summary of ALL COMPLETED training grouped by Competency, Requirement, and Intervention type.
Student History - All Exams	Show Student Training History, including Exams contained within eCourses.
Student History (Recent) by Intervention	Detailed summary of LAST COMPLETED training grouped by Intervention type.
Student History By Intervention	Detailed summary of training grouped by Intervention type.
Student History By Intervention (Basic 1)	Detailed summary of training grouped by Intervention type. Similar to above, but with basic data fields only.
Student Qualifications	Qualification and associated interventions.
Student SCORM Activity	Displays student progress, score, and attempt data for a content object structure.
Student Sign-In Roster	Displays list of enrolled and waitlisted students by Training Event.
Student Training Combined	Detail of all training intervention records, including qualification status.
Student Training Event Registrations	Displays enrolled /waitlisted students for Training Events.
Student Training History By Group - with Default CEUs	Shows Student Training History grouped by Student Group. Includes Student Group Membership data and default CEU data.
Student Training History with Default CEUs	Shows Student Training History grouped by Student. Includes default CEU data.
Students	Data integrity aid: list of student properties grouped by students.
Students By Area	Data integrity aid: list of student properties grouped by Organizational Unit.
Students by Job	Data integrity aid: list of student properties grouped by Job.
Subordinates by Supervisor	Displays list of subordinates grouped by supervisor.
Subscription Activity	Summary of subscription activity.
Survey Results Detail	Detailed survey responses for specific users.
Survey Results Summary	Summary of survey responses with percentage summary of user responses grouped by survey.
Test Item Analysis	Detailed summary of test items providing # student responses and percentage of responses for each question item choice.
Test Item Analysis (2)	Includes Matching & Fill-in-the-Blank.
Token Activation Code Details	Detail listing of activation codes grouped by invoice transaction.

Title	Description
Tokens By Group	Summary of number of tokens and status grouped by Student Group.
Tokens By Student	Summary of number of tokens and status grouped by Student.
Training Activities	Data integrity aid: Training Activity properties grouped by training activity.
Training Analysis	Reports on daily student activity for use in integrations.
Training Event Summary	Data integrity aid: Training event properties grouped by training event.
Training Locations	Displays list of training location details.
Training Summary by Area (cross tabbed)	Cross tabulated Training Intervention completions grouped by Organizational Unit.
User Course Audit	Summary of User Name, Course Title, Action (Add, Update, or Delete) and a list of fields changed for updated records.
User Course Audit Details	Detailed list of User Name, Course Title, Action (Add, Update, or Delete) and the detailed field values changed for all updated fields.
User Profile Details	System users.
User Profiles	Summary of number of system users grouped by type.
Weekly Roster	Summary of training event schedules grouped by time.