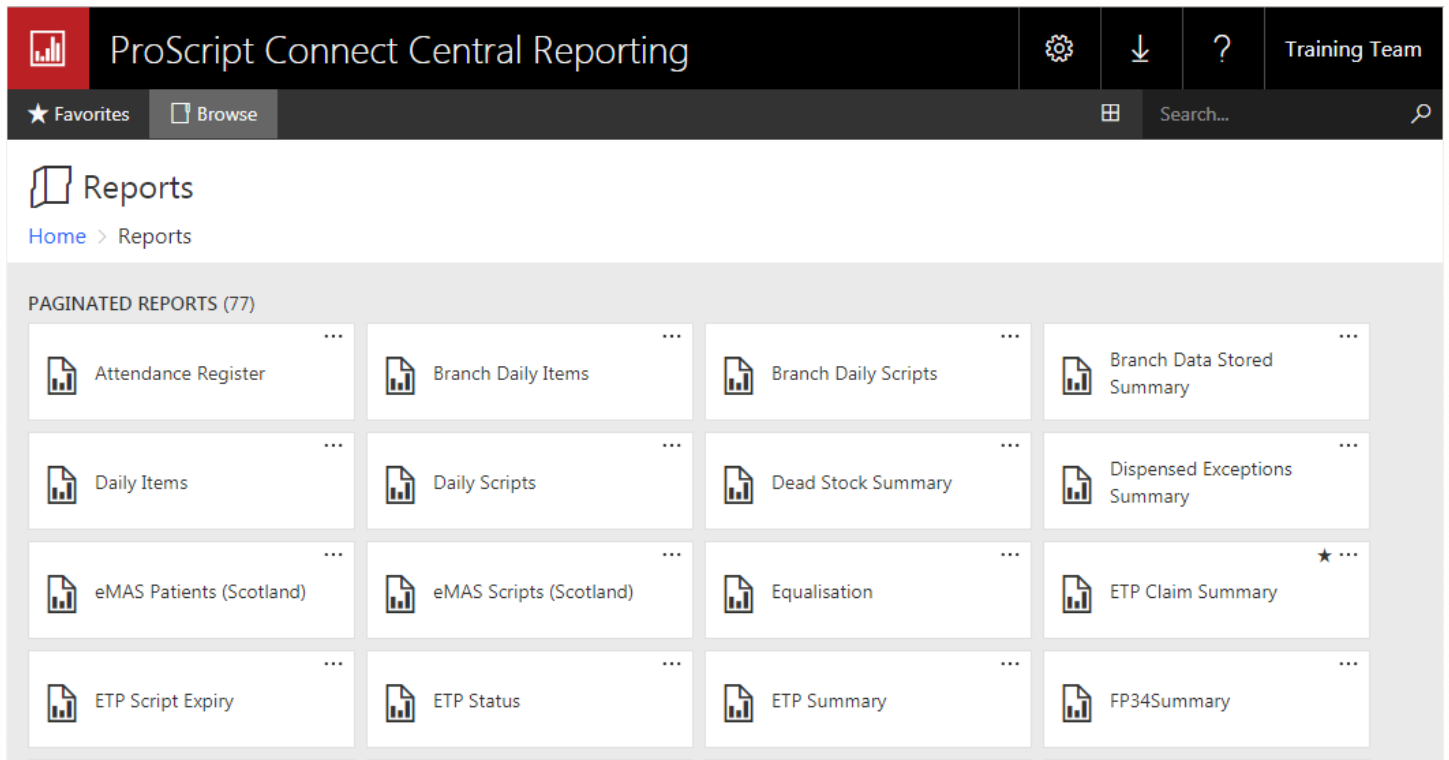


Generating a Central Reporting Report

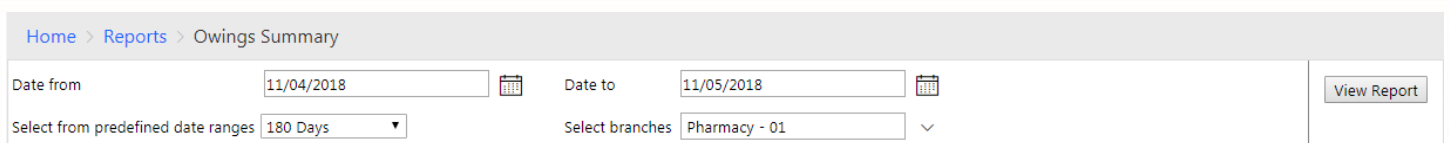
1. From the Central Reporting Main Screen, click one of the report links in the grid.



The screenshot shows the ProScript Connect Central Reporting interface. The top navigation bar includes a gear icon, a download icon, a question mark icon, and the text "Training Team". Below the navigation bar, there are tabs for "Favorites" and "Browse", and a search bar with the text "Search...". The main content area is titled "Reports" and shows a breadcrumb "Home > Reports". Below this, there is a section labeled "PAGINATED REPORTS (77)" containing a grid of 16 report links, each with a document icon and a title:

Attendance Register	Branch Daily Items	Branch Daily Scripts	Branch Data Stored Summary
Daily Items	Daily Scripts	Dead Stock Summary	Dispensed Exceptions Summary
eMAS Patients (Scotland)	eMAS Scripts (Scotland)	Equalisation	ETP Claim Summary
ETP Script Expiry	ETP Status	ETP Summary	FP34Summary

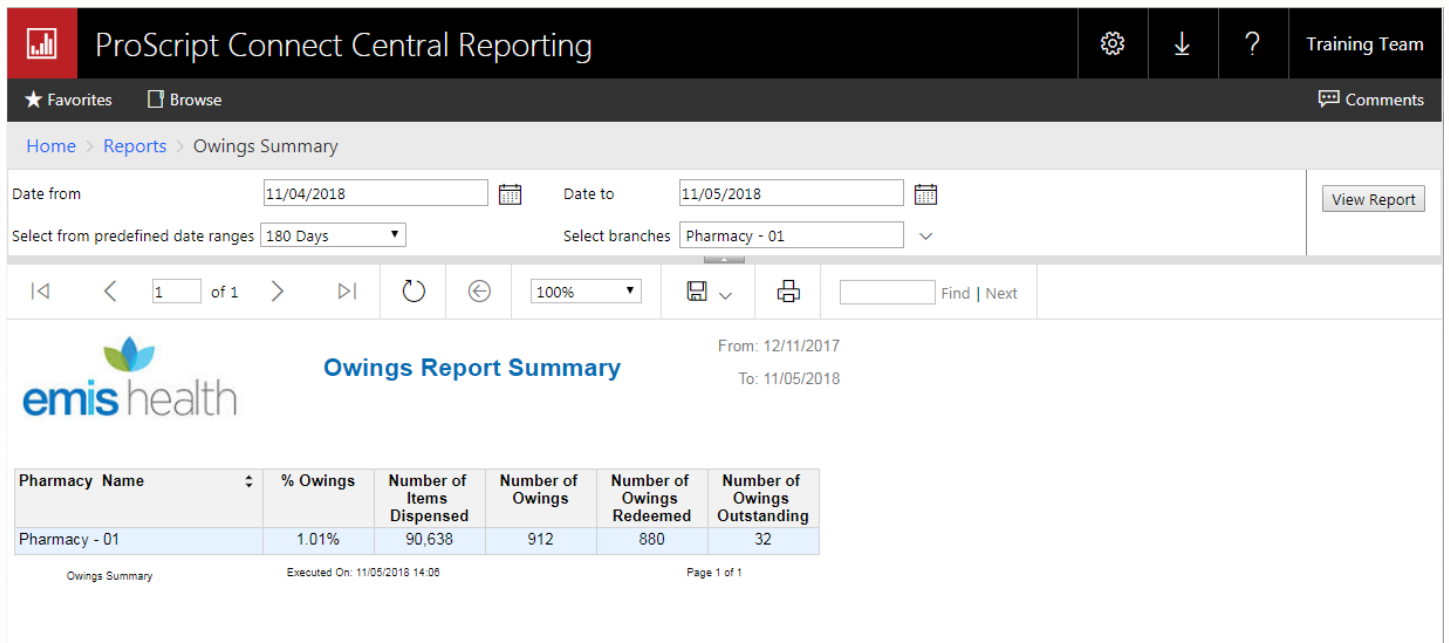
2. Most reports will require you to apply a filter before running the data, such as filtering by a date range, or by branch. Edit the filters for your chosen report and press **[View Report]**



The screenshot shows the filter options for the "Owings Summary" report. The breadcrumb is "Home > Reports > Owings Summary". The filter section includes:

- Date from: 11/04/2018
- Date to: 11/05/2018
- Select from predefined date ranges: 180 Days
- Select branches: Pharmacy - 01
- View Report button

3. The report loads.



ProScript Connect Central Reporting

Home > Reports > Owings Summary

Date from: 11/04/2018 Date to: 11/05/2018

Select from predefined date ranges: 180 Days Select branches: Pharmacy - 01

View Report




1 of 1 100% Find | Next

emis health Owings Report Summary

From: 12/11/2017 To: 11/05/2018

Pharmacy Name	% Owings	Number of Items Dispensed	Number of Owings	Number of Owings Redeemed	Number of Owings Outstanding
Pharmacy - 01	1.01%	90,638	912	880	32

Owings Summary Executed On: 11/05/2018 14:08 Page 1 of 1

- Some reports have  icons which you can click to expand the view within, other reports have branch links, identified by the hand cursor, which you can click to display the specific sub-report for that branch.
- You can export the report by clicking the floppy disk  icon or print it by clicking the printer  icon.

Revision History

Version Number	Date	Revision Details	Author(s)
1.0	27 September 2021		Joanne Hibbert-Gorst

Contact us

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