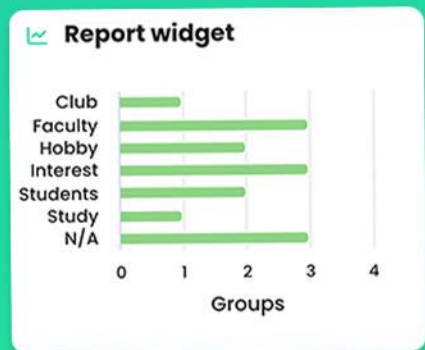


# Reporting and insights for business



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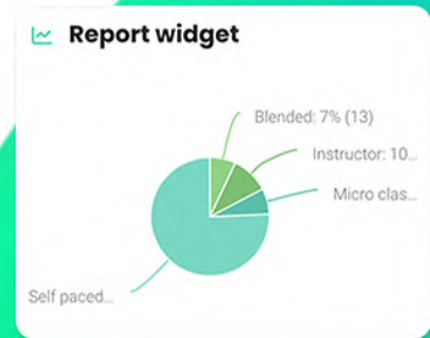
CYPHER makes it easy to gain insight into different areas such as the portal, courses and paths, learning paths, groups, users, and more.



# Using reporting and insights in CYPHER

CYPHER provides a **comprehensive set of reporting tools** that businesses can use to retrieve valuable data about multiple areas of the platform.

**Users have access to different reporting functionality** that offers relevant information about the company's training activities. Our tools ensure the **continuous monitoring of training and learning activities**, as well as pinpointing problematic areas that need to be addressed.



# Insights

CYPHER makes it easy to gain insight into different areas such as the portal, courses, learning paths, groups, users, and more. You can **generate instant and up-to-date**

**information on learners' progress** and identify the learners that are doing well and the ones that might need some extra help.

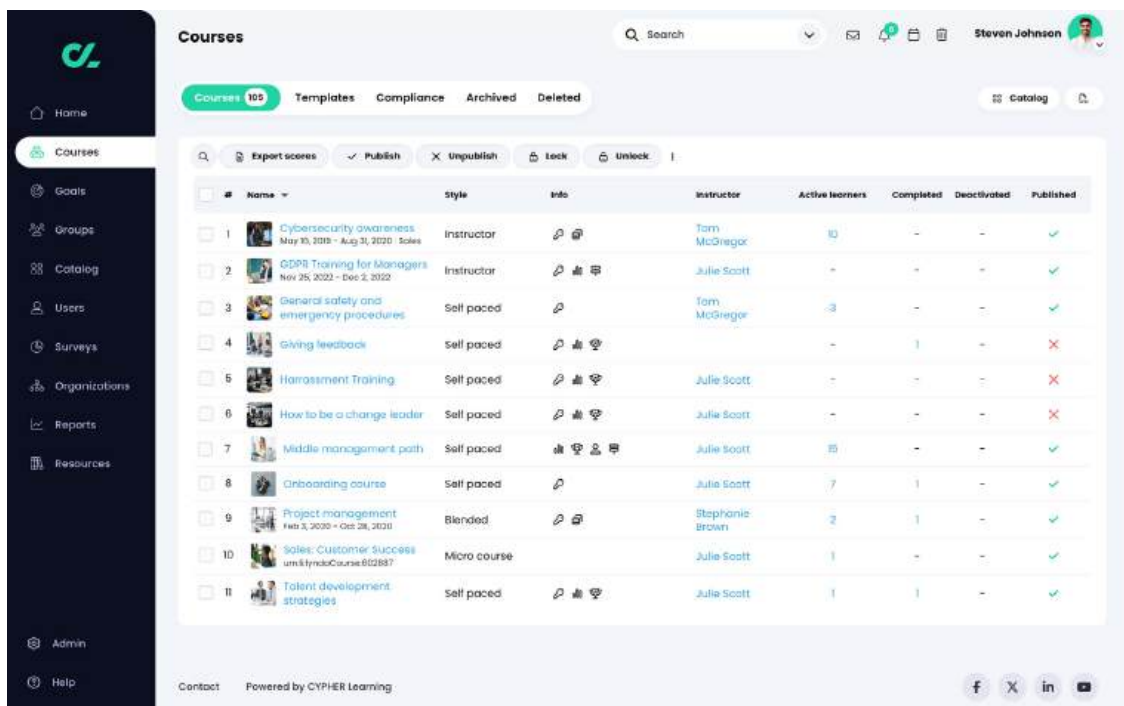
## Site-wide insights

Administrators have access to a great variety of site-wide insights for areas such as **courses, users, organizations**, and more.

## Courses and paths

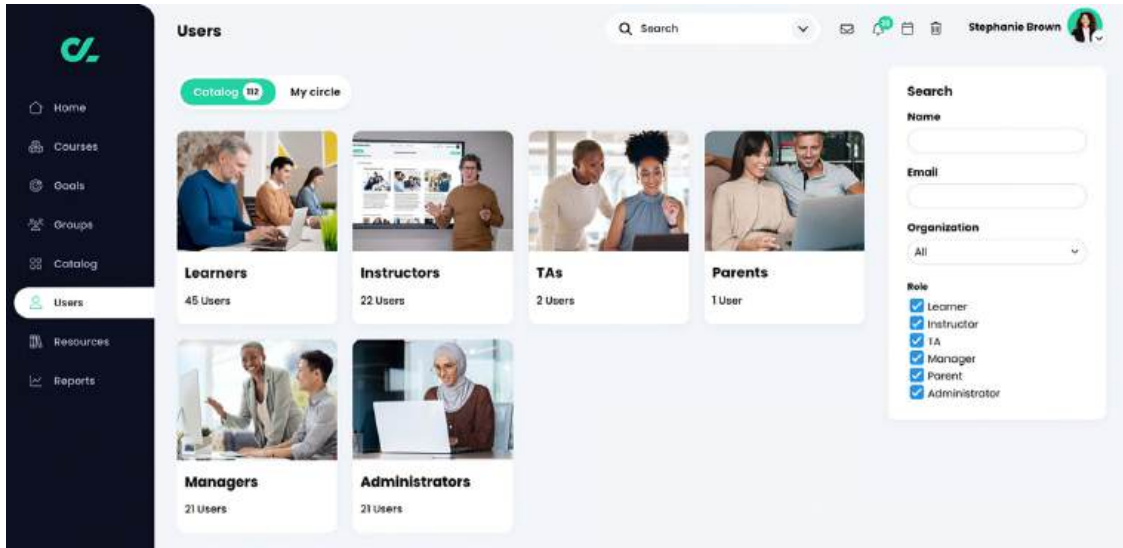
In the Courses area, **administrators can see all the courses in the platform** and information about active, deleted, and

archived courses, including data regarding the number of active learners, completed learners, and more.



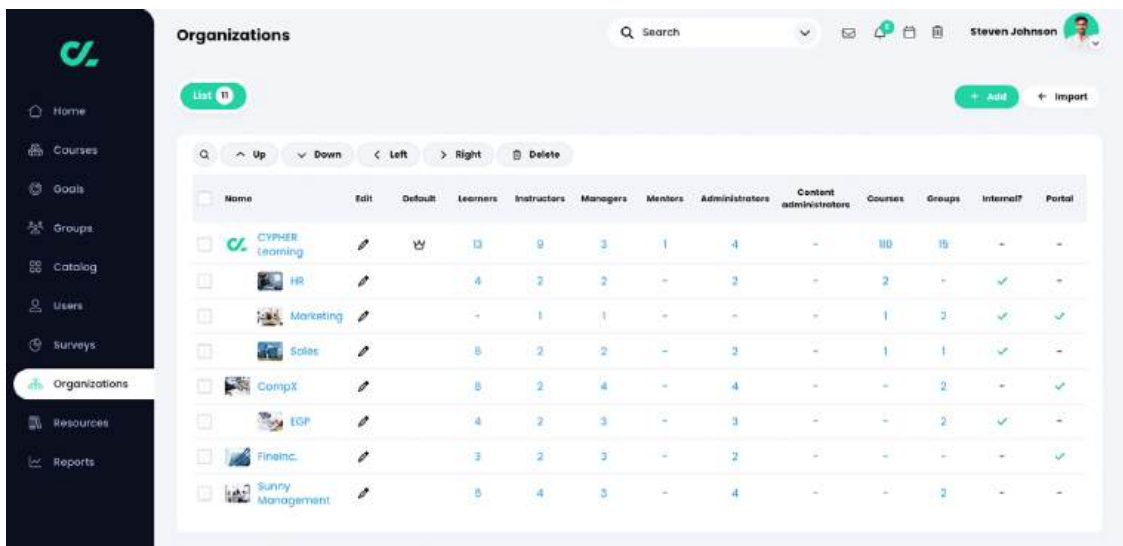
## Users catalog

The Users catalog **lists users by account type** with a set of relevant information for each category.



## Organizations

Administrators can see **details about each organization** within the platform in the Organizations area of the portal.



For each organization, you can see the **list of users by type, the number of courses, groups, awards, and more.**

Name	Courses	Completed	Deactivated	Groups	Awards	Parents	Last visited
Ahmed, Alex	9	2	1	5	86	-	3 days ago
Black, Albert CampX	4	-	-	2	13	-	10 days ago

## E-commerce

If e-commerce is enabled, administrators can see the **purchases made by users.** They can access the Summary page of the purchases

that **lists completed and incomplete orders, prices, and purchase details** for each item.

Status	Orders	Quantity	Organizations	Currency	Minimum	Maximum	Average	Total
Completed	11	15	1	USD	\$0.00	\$100.00	\$46.73	\$514.00
Incomplete	5	7	1	USD	\$14.00	\$135.00	\$57.80	\$289.00
Abandoned	5	9	2	USD	\$0.00	\$170.10	\$56.82	\$284.10

Item	For sale	Sold	Currency	Total	Average
Courses	12	15	USD	\$525	\$35
Bundles	1	-	USD	\$0	-
Digital media	1	-	USD	\$0	-
Subscriptions	2	-	USD	\$0	-

## Compliance

In the Compliance tab, administrators can see the **courses required for compliance,**

the **number of users who are compliant, in progress or non-compliant.**

Name	Style	Info	Instructor	✓ Compliant	~ In progress	✗ Non-compliant	Published
Team Leadership and Collaboration Jun 2, 2024 - Nov 20, 2024	Instructor		Stephanie Brown	2	14	1	✓
Work safety	Self paced		Julie Scott	-	13	1	✓

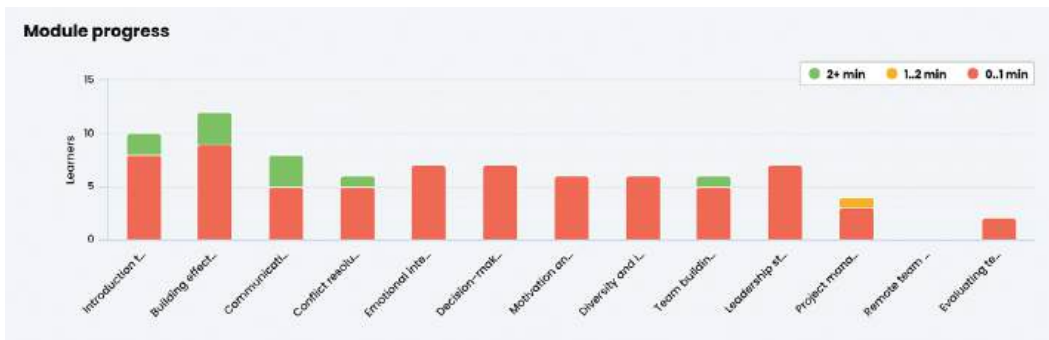
## Courses and paths

Instructors have access to a wide range of insights that offer an instant overview on different areas of the course such as

its modules, assessments, and information about learners' progress and mastery.

### Modules

In the Modules tab, instructors can see the **modules progress** and **how much time learners spent in each module**.



### Assessments

In the Assessments tab, instructors can see all the assessments with **details such as the scores, submissions due**, and more.



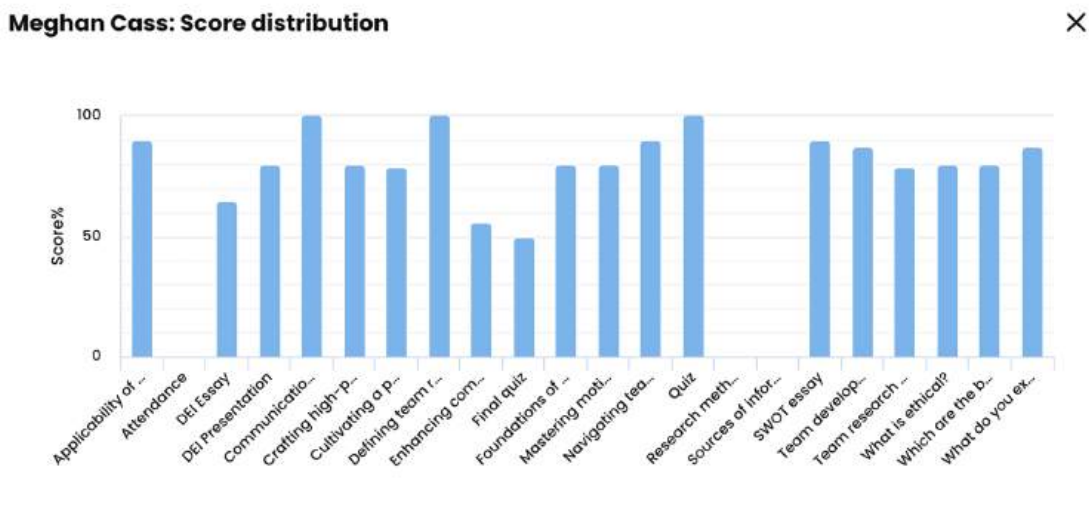
## Scores

In the Scores tab, instructors can see the **scores of all learners in the course for all the course assessments**.

Assessments		Crafting high-	Cultivating a	Defining team	Effective	Enhancing	Final quiz	Foundations
Category	-	None	None	None	None	None	-	None
Due	Nov 20	Nov 20	Nov 20	Nov 20	Nov 20	Nov 20	Nov 20	Nov 20
Score release	Instant	Instant	Instant	Instant	Instant	Instant	Instant	Instant
<b>Learners</b>	Overall	100	100	3	100	100	10	100
Ahmed, Alex	94% A	90	100	3	88	85	8	100
Cass, Meghan	83% B+	80	79	3	90	56	5	80
Chen, Jordan	94% A	100		2	85	100	8	87
Dussay, Spike	84% B+	90		3	85	87	8	88
Garcia, Taylor	84% B+	90	100	3	95	-	9	100
Johnson, Aaliyah	90% A	98	100	3	98	100	8	100
Kim, Ji-hoon	85% A-	90	100	3		0	8	98
McGregor, Tom	88% A-	90	85	3	40	-	10	89

Instructors can **generate more in depth insights for each user and assessment**. For example, they can generate a grade

report that lists all the grades for a learner and a corresponding chart.



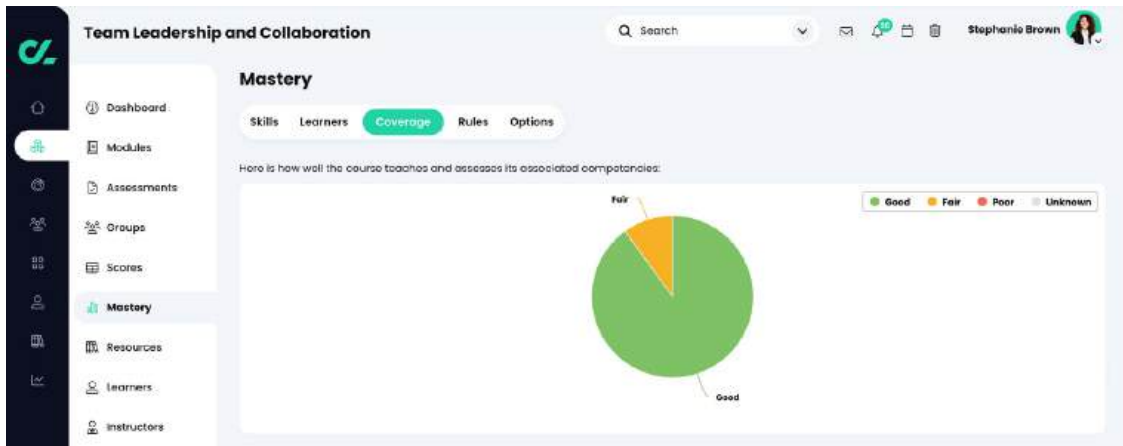
Instructors can also see insights in the Analytics tab **for each assessment**.



## Mastery

If **the course has associated competencies**, instructors can see in the Mastery tab, a **coverage analysis** of how well the course

covers the concepts that it should be teaching and assessing.



The **mastery grid** lists the learners and their mastery level for each competency.

Learner	Code	Skills									
		Average	Strategic Leadership	Vision Setting	Goal Alignment	Decision Making	Interpersonal Skills	Conflict Resolution	Communication	Empathy	Trust
Jehson, Aaliyah	85%	89%	81%	90%	85%	85%	80%	92%	89%	84%	
Ahmed, Alex	82%	89%	100%	98%	100%	91%	84%	80%	88%	92%	
Patel, Arjun	77%	88%	89%	91%	85%	88%	77%	87%	85%	84%	
Santos, Casey	90%	72%	78%	79%	85%	58%	39%	84%	63%	85%	
Smith, Emma	85%	86%	88%	88%	90%	60%	50%	80%	88%	84%	
Müller, Hans	74%	89%	94%	77%	95%	80%	83%	75%	79%	81%	
Phillips, Jack	82%	89%	99%	97%	100%	24	80%	86%	77%	81%	
Robinson, Jack	88%	97%	100%	92%	100%	23	94%	98%	95%	88%	
Kim, Ji-hoon	78%	87%	89%	72%	90%	21	79%	87%	80%	87%	
Chen, Jordan	88%	92%	83%	91%	93%	25	86%	100%	94%	84%	
Nguyen, Mai	84%	87%	80%	94%	79%	21	69%	77%	94%	83%	
Cass, Meghan	77%	87%	89%	81%	90%	22	62%	80%	77%	85%	
Dussay, Spike	80%	83%	87%	88%	78%	24	85%	69%	90%	83%	
Garcia, Taylor	84%	98%	98%	98%	100%	23	88%	100%	96%	98%	

## Games

If the course has a game, instructors can see the game leaderboard which lists all the learners and their rankings in the game.

Instructors can also see a **game overview with the levels, the badges and points that are awarded**, and the full leaderboard.

**Course game**

Add the game description here

Levels

Levels	Points	Edit	Remove
Beginner	100		
Intermediate	300		
Advanced	600		
Expert	1000		

Beginner level actions

The following actions are performed when this level is achieved

Action	Added	Edit	Remove
Send the canned message: "achieve level" (Popup)	Jun 19, 2024		
Send custom notification to user	Jun 19, 2024		
Award 11 points for game Course game (Popup)	Jun 19, 2024		

Leaderboard

Name	Level	Points	Badges
Alex Ahmed	Expert	1742	17
Meghan Cass	Expert	1091	17
Arjun Patel	Advanced	789	8
Aaliyah Johnson	Intermediate	453	5
Emma Smith	Advanced	390	4
Mai Nguyen	Advanced	303	5
Taylor Garcia	Beginner	256	6
Spike Dussay	Intermediate	174	2
Ji-hoon Kim	Intermediate	119	1
Julie Scott	Beginner	111	1

Teams

Team Name	Points	Badges
First Line Mana...	4308	57
Strategic Innov...		

## Learners

In the Learners tab, instructors can get a **detailed overview of the learners progress in the course**. Learners are organized by active, completed, unenrolled, invited,

and more. Instructors can see the score, progress, mastery, number of assessments due, number of awards, and more for each learner.

Name	Progress	Scores	Score	Due	Awards	Mastery	Time	Enrolled	Last visited	More
Ahmed, Alex			A 94%	-	31		01:14:54	May 17, 2023	2 minutes ago	
Cass, Meghan			B 78%	-	98		01:46:55	Dec 20, 2022	5 hours ago	
Chen, Jordan HR			A 90%	-	10		00:00:11	Oct 9, 2019	13 days ago	
Dussay, Spike CompX			B+ 84%	-	12			Jul 17, 2019	8 days ago	

In the **Scores section**, instructors can see the score for each learner on assessments, if there are any assessments due, and more.

Assessment	Due	% of overall	Graded	Score	Grade
Applicability of leadership principles Introduction to team leadership - None	Nov 13 2:00 am	5		80/100 80%	A
Attendance None	Nov 13 2:00 am	5	-	0/50	M
DEI Essay Diversity and inclusion - None	Nov 13 2:00 am	5		65/100 65%	C+
DEI Presentation Diversity and inclusion - None	Nov 13 2:00 am	5		80/100 80%	B+
Communication strategies Building effective teams	Nov 20 8:00 am	5		1/1 100%	A+
Crafting high-performance teams Building effective teams	Nov 20 8:00 am	5		80/100 80%	B+
Cultivating a positive team culture Communication skills for leaders - None	Nov 20 8:00 am	5		79/100 79%	B
Defining team roles Decision-making in teams - None	Nov 20 8:00 am	5		0/0 100%	A+
Enhancing communication skills for leaders Communication skills for leaders - None	Nov 20 8:00 am	5		56/100 56%	C-
Final quiz Remote team leadership	Nov 20 8:00 am	5		5/10 50%	D+

In the **Completion** section, instructors can see the learner's progress through modules and sections of the course.

The screenshot shows the 'Completion' section for the course 'Team Leadership and Collaboration' for learner 'Meghan Cass'. The interface includes a sidebar with navigation options like Dashboard, Modules, Assessments, Groups, Scores, Mastery, Resources, Learners, Instructors, Games, Forums, Automation, and Admin. The main content area displays the course title and tabs for Scores, Completion (selected), Activity, Modules, Assessments, Mastery, Awards, and Notes. A message states 'Modules and sections can be completed in any order.' Below this, two modules are listed:

- 1. Introduction to team leadership**: Overview of fundamental leadership concepts and the importance of effective leadership in team settings. Progress: 100% Resume. 4 sections.
- 2. Building effective teams**: Strategies for forming and developing high-performing teams, including team roles and dynamics. Progress: 92% Resume. 13 sections.

Each module has a table of sections with columns for Section, Submitted, Score, Due, and Status.

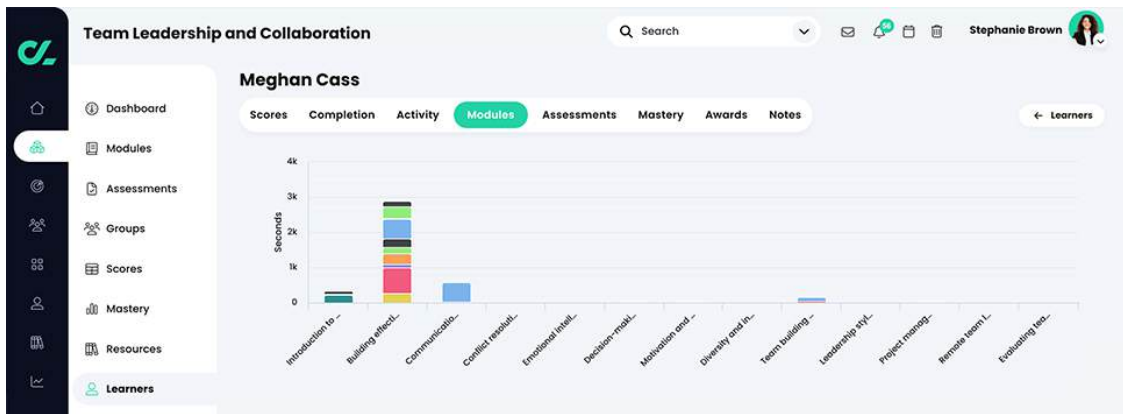
Section	Submitted	Score	Due	Status
The principles of leadership				✓
What do you expect to learn in this course?	✓	87/100	Nov 20	✓
Applicability of leadership principles	✓	90/100	Nov 13	✓
Introduction to leadership				✓

In the **Activity** section, instructors can see the learner's activity in the course.

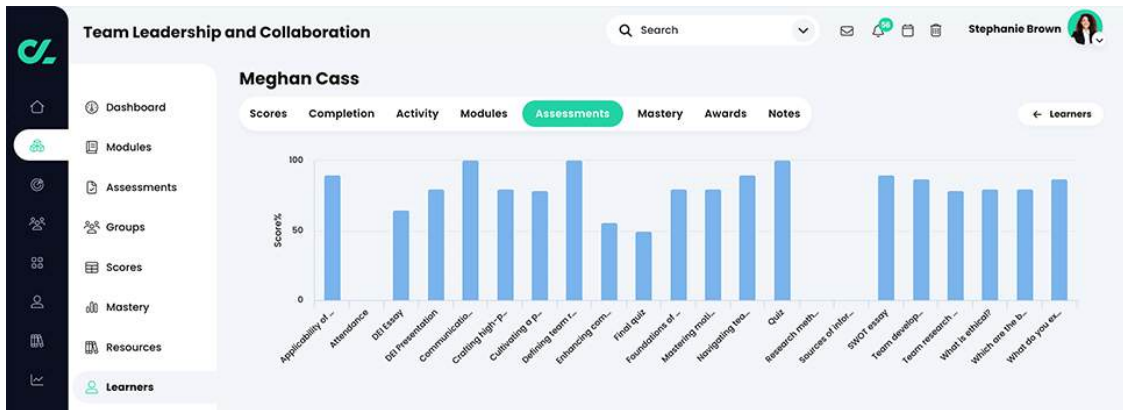
The screenshot shows the 'Activity' section for the course 'Team Leadership and Collaboration' for learner 'Meghan Cass'. The interface is similar to the previous screenshot, but the 'Activity' tab is selected. A message states 'This learner has been active on 22 days:'. Below this, a list of activities is shown, including module completions and submitted assignments with their scores and due dates.

- Tue Mar 17, 2025
- Enrolled
- Completed module 1: Introduction to team leadership
- Completed module 2: Building effective teams
- Completed module 3: Communication skills for leaders
- Completed module 4: Conflict resolution and negotiation
- Completed module 5: Emotional intelligence in leadership
- Completed module 6: Decision-making in teams
- Completed module 7: Motivation and engagement
- Completed module 8: Diversity and inclusion
- Completed module 9: Team building activities and exercises
- Completed module 10: Leadership styles and adaptability
- Completed module 11: Project management for team leaders
- Completed module 12: Remote team leadership
- Submitted, Completed Applicability of leadership principles (50%, A, 0x, 00:00:00 total)
- Submitted, Completed DB Essay (66%, C+, 00:00:00)
- Submitted, Completed DB Presentation (80%, B+, 00:00:00)
- Submitted, Completed Leadership style best practice essay (100%, A+, 00:00:00)
- Submitted, Completed Crafting high-performance teams (80%, B+, 0x, 00:00:00 total)
- Submitted, Completed Cultivating a positive team culture (78%, B, 00:00:00)
- Submitted, Completed Defining team roles (67%, C+, 0x, 00:00:00 total)
- Submitted, Completed Financing communication skills for leaders (66%, C-, 0x, 00:00:00 total)
- Submitted, Completed Final quiz (50%, D+, 00:02:43)

In the **Modules** section, instructors can see the time spent in each module by the learner.



In the **Assessments** section, instructors can see insights on the learner's assessments.



In the **Mastery** section, instructors can see the mastery progress of the learner.

**Meghan Cass**

Scores Completion Activity Modules Assessments **Mastery** Awards Notes

**Mastery**

Here are the learner's ratings for the competencies:

Legend: Good (Green), Fair (Yellow), Poor (Red), Unknown (Grey)

**Team Leadership and Collaboration**

Skill	Date points	Average%	Rating
G.1. Strategic Leadership	8	87	Good
C.1. Vision Setting	2	89	Good
C.2. Goal Alignment	5	81	Good
C.3. Decision Making	1	90	Good
G.2. Interpersonal Skills	25	88	Fair
C.4. Conflict Resolution	2	79	Fair

In the **Awards** section, instructors can see the awards that the learner received so far.

**Meghan Cass**

Scores Completion Activity Modules Assessments Mastery **Awards 99** Notes

**Awards**

Award	Awarded	Expires	Note	Edit	Print
Certificate of completion Certificate	Feb 19, 2025	-	-		
Best Learner Badge	Jan 16, 2025	-	-		
Fast Learner Badge	Oct 1, 2024	-	-		
Great Progress Badge	Jan 18, 2025	-	-		
Team Player Badge	May 24, 2025	-	-		
Problem Solver Badge	Dec 20, 2024	-	-		
First Class Badge	Dec 20, 2024	-	-		

## Instructors

The Instructors area lists all the instructors of the course, the **time since an instructor last visited** the site, and the owner of the course.

<input type="checkbox"/>	Name	Owner?	Last visited	More
<input type="checkbox"/>	Stephanie Brown	<input checked="" type="radio"/>	8 minutes ago	⋮
<input type="checkbox"/>	Aria Clark	<input type="radio"/>	5 days ago	⋮
<input type="checkbox"/>	John Fischer	<input type="radio"/>	1 day ago	⋮
<input type="checkbox"/>	Taylor Garcia	<input type="radio"/>	10 days ago	⋮

## TAs

In the TAs tab, instructors can see the **list of teaching assistants** in the course. They can also see the time since TAs last visited the site.

<input type="checkbox"/>	Name	Last visited
<input type="checkbox"/>	Fletcher, Tim Instructional Designer	Never
<input type="checkbox"/>	Frederick, Duncan Instructional Designer	Never

## Purchases

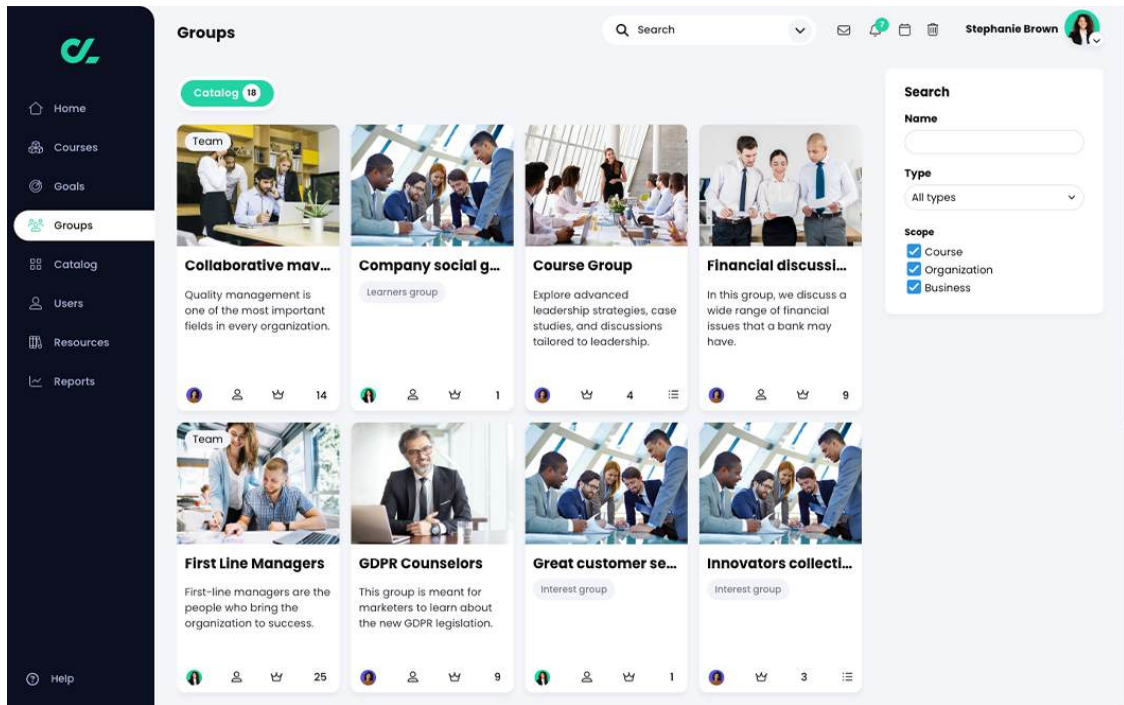
If e-commerce is enabled, In the Purchases tab instructors can see the list of **learners who purchased the course**, the number of items purchased, the total amount, and the purchase date.

<input type="checkbox"/>	#	User	Date	Quantity	Amount	Details
<input type="checkbox"/>	1	Aaliyah Johnson	Feb 8, 2025 1409:41	1	\$50.00	→
<input type="checkbox"/>	2	Emma Smith	Jan 26, 2025 1444:05	1	\$50.00	→

## Groups and teams

Groups and Teams are a great way for users to **collaborate and share ideas**. Insights for

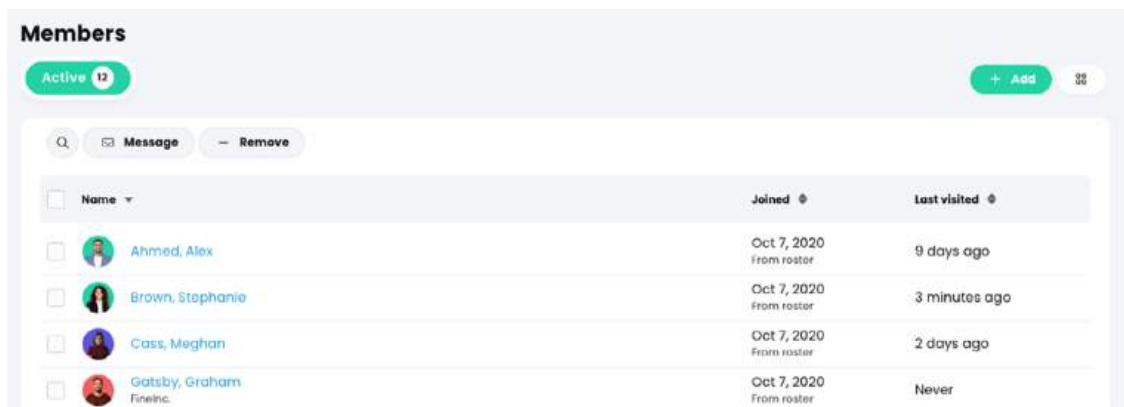
groups and teams offer information about their members, admins, leaders, and more.



## Members

The Members tab lists all the users who are members of the group or team. They can also

see **when other group members joined** the group and **when they last visited the group**.



## Admins

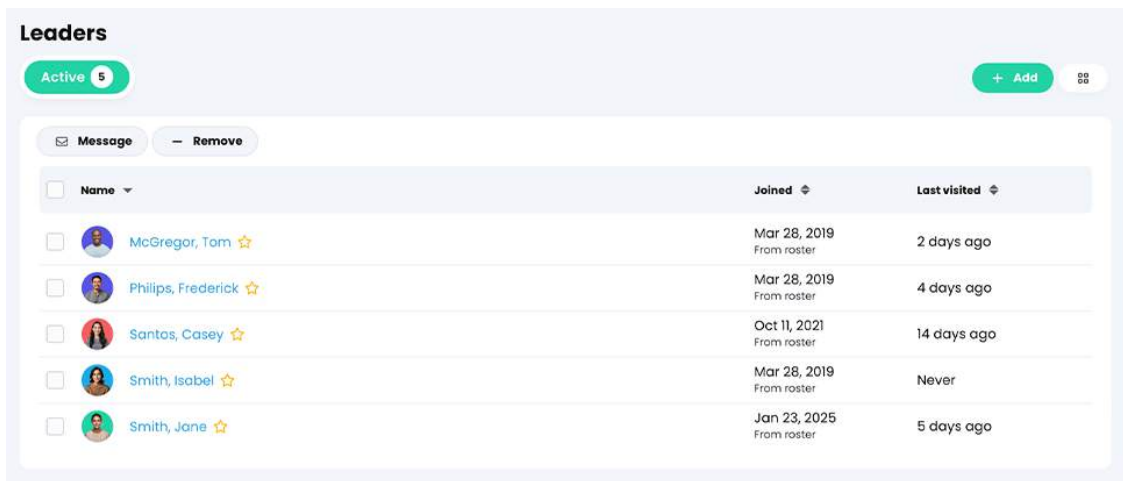
The Admins tab **lists all the users who are administrators of the group or team.** They

can also see when group admins joined the group and when they last visited the group.



## Leaders

The Leaders tab is **only available for Teams** and lists all the users who are leaders of the team.



## User profile

On the profile of a user, administrators and instructors can see **various insights for the user**.

### Enrolled

In the Enrolled tab, instructors and administrators can see the list of courses the learner is enrolled in. The available data for

each course shows information about the **learner's progress, score, due assessments, mastery level**, and more.

The screenshot shows the 'Enrolled' tab for user Meghan Cass. The interface includes a navigation sidebar on the left with options like Profile, Mastery, Awards, Blog, Portfolio, Parents, Friends, and Login history. The main content area features a header with the user's name and profile picture, followed by a list of enrolled courses. The 'Enrolled' tab is highlighted in green.

Name	Progress	Scores	Score	Due	Mastery	Time Remaining	Enrolled Last visited / Left	More
Customer Service			9+ 83%	2		00:00:48	Feb 11, 2025 3 days ago	
Cybersecurity awareness			-	-	-	-	Jan 10, 2025 3 days ago	

### Completed

In the Completed tab, instructors and administrators can see the **courses the learner completed**.

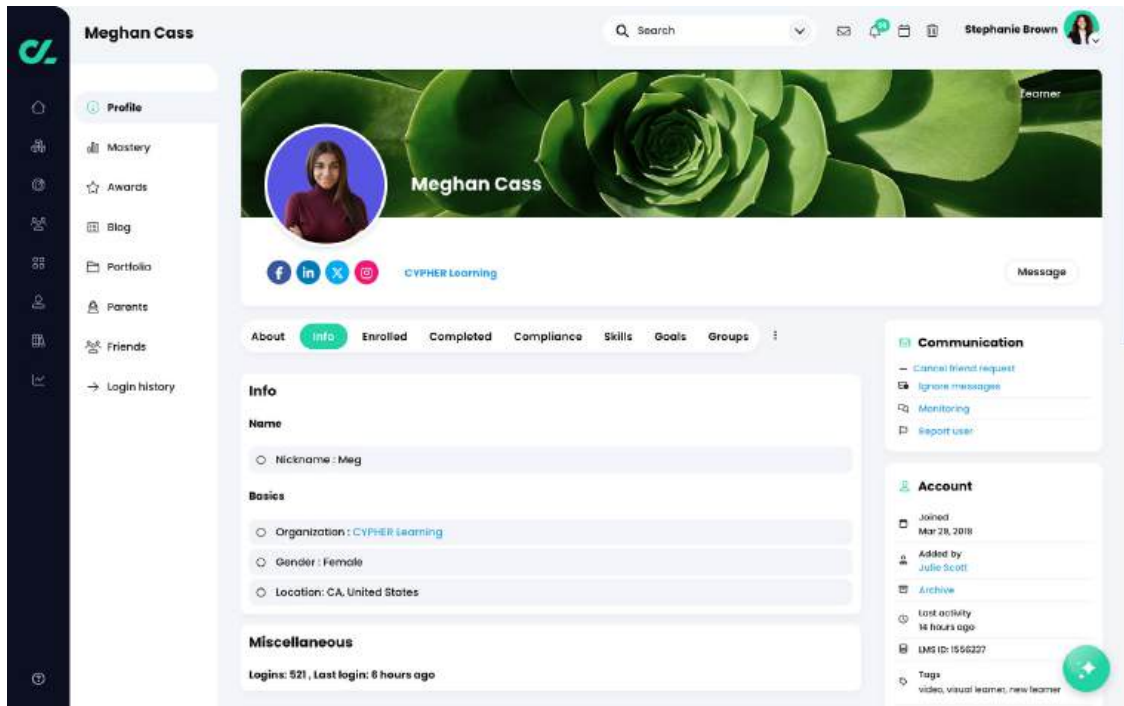
The screenshot shows the 'Completed' tab for user Meghan Cass. The interface is similar to the 'Enrolled' tab, but the 'Completed' tab is highlighted in green. The main content area displays a list of completed courses.

Name	Progress	Scores	Score	Due	Mastery	Completed Last visited	More
Best onboarding practice for managers			A+ 93.0%	-		Nov 28, 2024 8 days ago	

## About and info

In the About and Info sections, instructors and administrators can see basic information about the learners such as the

**account details, contact information, the number of logins of the learner, and the time since the last login.**



Our tools ensure the continuous monitoring of training and learning activities, as well as pinpointing problematic areas that need to be addressed.

# Reporting tools

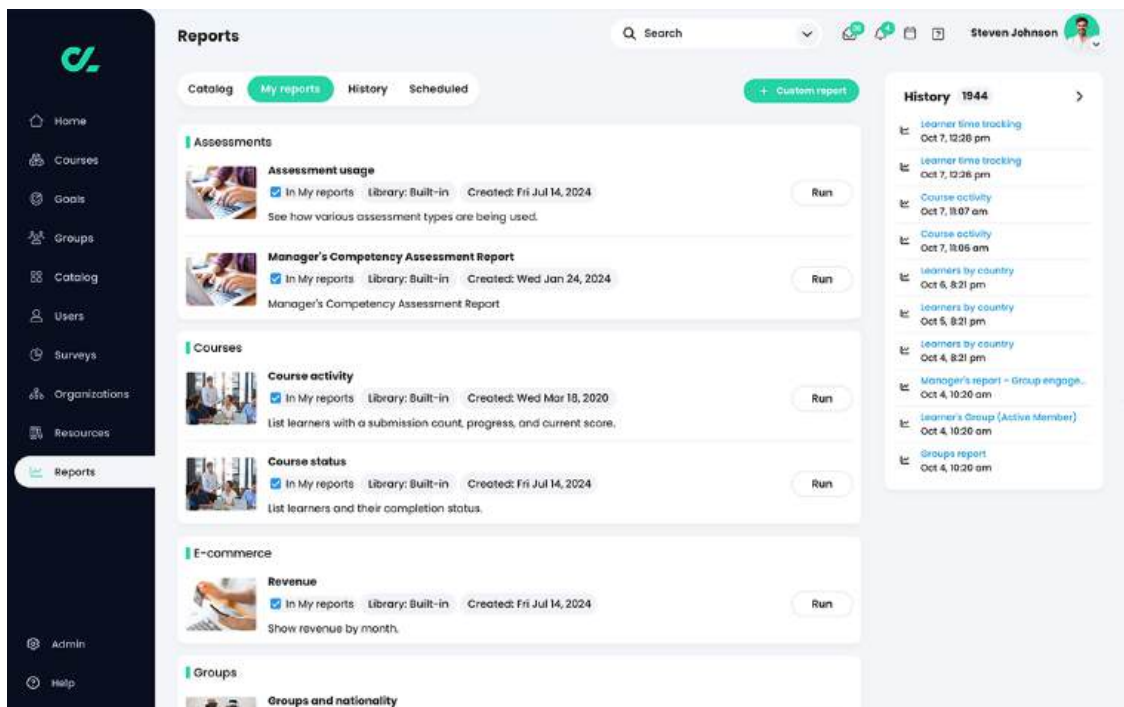
Administrators and instructors can **stay informed about various aspects of the platform** by running built-in reports or creating

custom reports. Users can save reports, see a reports history, and schedule reports to be delivered at a certain time and date.

## Built-in reports

Administrators and instructors can create **charts and reports of important data** such as assessment scores, module progress,

missing work, course status, course completion, and more.



The **Assessment usage report** shows the various assessment types in the platform and how they are used.

**Assessment usage** ← History

Run at: Mon Mar 17, 2025, 2:49 pm  
 Period: Mar 10, 2025 .. Mar 17, 2025  
 Organizations: All

Instructor	Organization	Course	Quiz	Essay	Offline assessment	Dropbox	Survey	Discussion	Debate	Team	SCORM	Attendance
Stephanie Brown	CYPHER Learning	-	12	2	-	-	2	1	1	-	1	-
Aria Clark	CYPHER Learning	-	2	2	-	-	-	1	1	-	1	-
Julie Scott	CYPHER Learning	-	268	21	153	-	4	1	1	18	3	-
Tom McGregor	CYPHER Learning	-	-	-	-	-	-	-	-	-	2	-

The **Missing work report** lists the learners of the platform and the assessments they have not yet submitted.

**Missing work** ← History

Run at: Mon Mar 17, 2025, 2:55 pm  
 Period: Mar 10, 2025 .. Mar 17, 2025  
 Organizations: All  
 Courses: Account Management, Adobe Acrobat Basics, Advanced CRM optimization and automation, Alliances and Partnerships, Basics of AI technology, Basics of marketing management Version 2, Best practices in Sustainability, Capital Investments and Capital Allocation, Coaching  
 Treat a zero score as missing:   
 Treat all un-submitted assessments as missing:   
 List all learners, not just those with missing work:   
 Exclude offline assessments:   
 Learners with missing work: 1

**Ahmed, Alex**  
 Link: [Alex Ahmed](#)  
 Missing: 5, Absent: 0

Course	Assessment	Score	Scores
<a href="#">Best practices in Sustainability</a>	Quiz	M	
<a href="#">Best practices in Sustainability</a>	Quiz	M	
<a href="#">Best practices in Sustainability</a>	Quiz	M	
<a href="#">Best practices in Sustainability</a>	Quiz	M	
<a href="#">Best practices in Sustainability</a>	Quiz	M	

The **Course attendance report** lists the attendance records of learners in a course.

**Course attendance** ← History

Run at: Tue Mar 18, 2025, 9:04 am  
 Period: Mar 11, 2020 - Mar 18, 2025  
 Organizations: CYPHER Learning  
 Courses: Account Management, Adobe Acrobat Basics, Basics of AI technology, Conflict Management, Diversity and Inclusion, First line manager training, GDPR Training for Managers, Leadership, Leadership and Collaboration, Leadership essentials, Onboarding, Talent Development Strategies, Team Leadership and Collaboration

29 matches:

Row	Name	ID	Organization	Course Code	Course Name	Date	Start	Duration	Student Attendance from	Student Attendance to	Minutes	Percentage
1	Alex Ahmed	1540297	CYPHER Learning		Team Leadership and Collaboration	2025-03-20	15:45	60	15:45	16:45	60	100%
2	Arjun Patel	1540293	CYPHER Learning		Team Leadership and Collaboration	2025-11-25	12:13	60	12:13	13:13	60	100%
3	Arjun Patel	1540293	CYPHER Learning		Team Leadership and Collaboration	2025-03-20	15:45	60	15:45	16:45	60	100%
4	Ji-hoon Kim	1540294	CYPHER Learning		Team Leadership and Collaboration	2025-11-25	12:13	60	12:13	13:13	60	100%

The **Course completion report** lists the learners that have completed a course.



The **Course enrollment report** lists the learners that have enrolled in a course.



The **Course status report** lists the learners and the completion status for the selected course.

**Course status**  
 Run at: Tue Mar 19, 2025, 9:14 am  
 Organizations: CYPHER Learning  
 Courses: Team Leadership and Collaboration

**Team Leadership and Collaboration**  
 Link: Team Leadership and Collaboration

Learner	Due	Score	Enrolled Last visited
Ahmed, Alex	1	A 84%	- 16 hours ago
Benson, Clark	22	F 0%	- 88 days ago
Cass, Meghan	1	B 78%	- 9 hours ago
Garcia, Taylor	3	B+ 84%	- 1218 days ago
Johnson, Aafiyah	-	A 90%	- 131 days ago

The **Course compliance report** lists the courses that are required for compliance and the compliance status of the enrolled users.

**Course compliance**  
 Run at: Tue Mar 19, 2025, 9:17 am  
 Organizations: CYPHER Learning  
 Courses: Team Leadership and Collaboration

**Team Leadership and Collaboration**  
 Link: Team Leadership and Collaboration

Learner	Compliant	Enrollment	Note
Ahmed, Alex	⚠️	Active	
Robinson, Jack	✅	Completed	Compliant until Thu Mar 4, 2027
Scott, Julie	⚠️	Active	

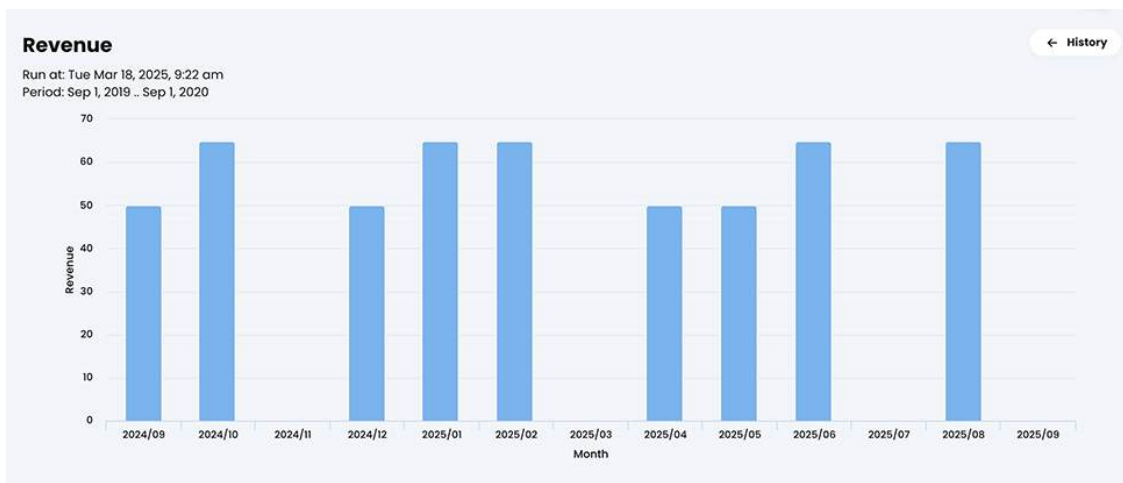
The **Compliance summary report** lists the courses that are required for compliance and their details.

**Compliance summary** ← History

Run at: Tue Mar 18, 2025, 9:19 am

Course	Organization	Compliant	In progress	Non-compliant
<a href="#">GDPR training</a>	<a href="#">Marketing</a>	-	12	-
<a href="#">Team Leadership and Collaboration</a>	<a href="#">CYPHER Learning</a>	2	14	1
<a href="#">Work safety</a>	<a href="#">CYPHER Learning</a>	-	13	1

The **Revenue report** shows the monthly revenue from selling online courses. This report can be used if e-commerce is enabled.



The **Policy documents report**, lists the policy documents of the platform and the users that accepted them.

**Reports** Search Steven Johnson

**Policy documents** ← History

Run at: Tue Mar 18, 2025, 10:40 am  
Period: Mar 11, 2025 .. Mar 18, 2025

3 matches:

Learner	Joined	Policy Document	Version	Responded at	Accepted
<a href="#">Coss, Meghan</a>	Mar 29, 2018	Policy statement	1	Mar 16, 2025	Yes
<a href="#">Chen, Jordan</a>	Mar 15, 2019	Policy statement	1	Mar 16, 2025	Yes
<a href="#">Scott, Julie</a>	Feb 6, 2023	Policy statement	1	Mar 16, 2025	Yes



The **Site statistics report** lists general insights about the platform.

### Site statistics

Run at: Tue Mar 18, 2025, 9:42 am

Item	Value
Learners	46
Instructors	22
Administrators	21
Managers	21
Organizations	11
Parents	1
Courses	105
Archived courses	31
Active enrollments	199
Inactive enrollments	4
Modules	542
Assessments	651
Assessment submissions	698
Business-scope groups	13
Files	4695

The **Organizations report** generates insights about the organizations of the platform.

### Organization statistics

Run at: Tue Mar 18, 2025, 9:45 am [← History](#)

ID	Name	Administrators	Instructors	Learners	Managers	Courses	Groups	Paths
87405	CompX	4	2	7	4	0	2	0
189855	Customers	0	0	0	0	0	0	0
87240	CYPHER Learning	4	7	16	3	101	0	8
87407	EGP	3	2	4	3	0	2	0
183083	Engineering department	0	0	0	0	0	0	0
87406	Finelnc.	2	2	3	3	0	0	0
87409	HR	2	2	4	2	2	0	0
87404	Marketing	0	1	0	1	1	0	0
115770	Sales	2	2	6	2	1	1	0
87408	Sunny Management	4	4	6	3	0	2	0
<b>Total</b>		21	22	46	21	105	7	8

## Custom reports

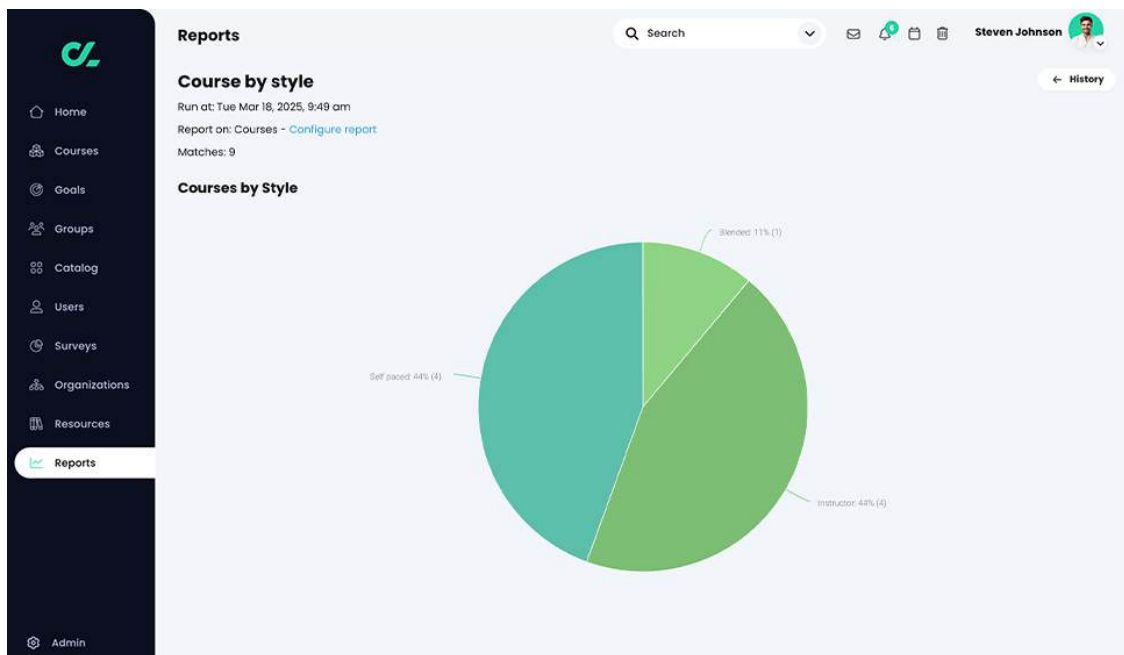
Users can create custom reports with **parameters defined by them**. Custom

reports are **easy to create** and they can be **shared** at a business or network level.

## Courses

Administrators and instructors can generate **custom reports on courses by combining data from groups, organizations, users,** and more. For example, they can generate

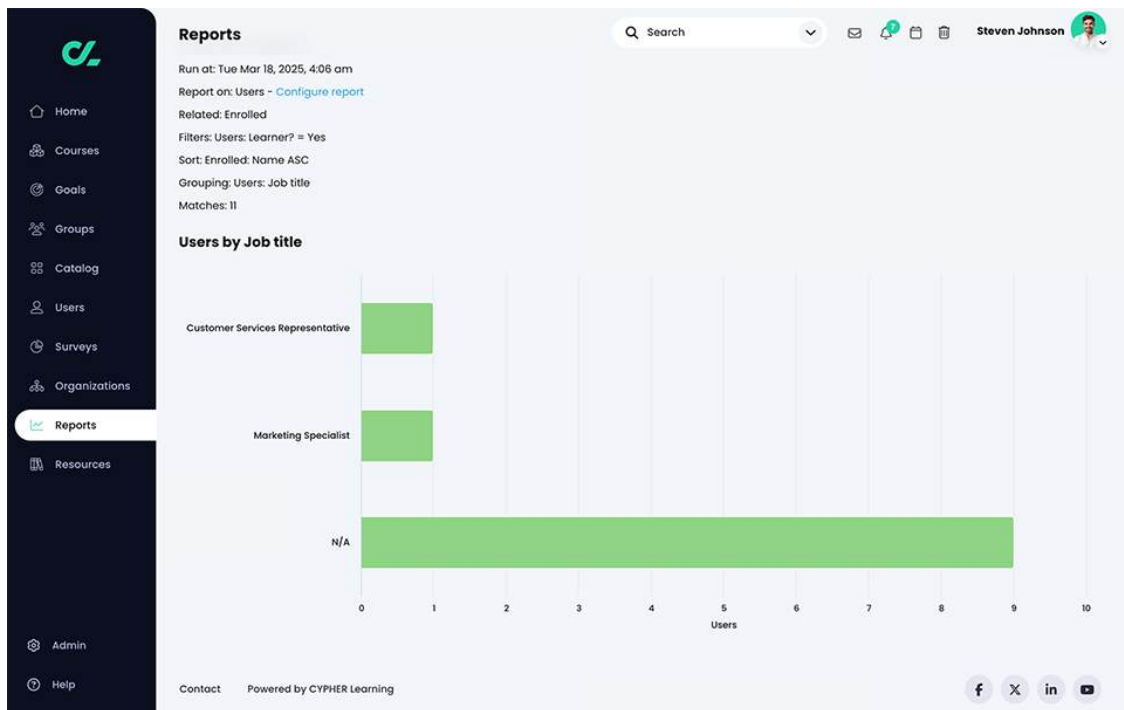
a report that displays a breakdown of how many courses in the entire platform are instructor-led, self-paced, blended, or micro courses.



## Users

Administrators can **generate reports at a business level** on all the users and they can customize the output of the report by **selecting only the needed information** about

courses, groups, organizations, and more. For example, they can create a custom report that lists all the learners from the business and their department.

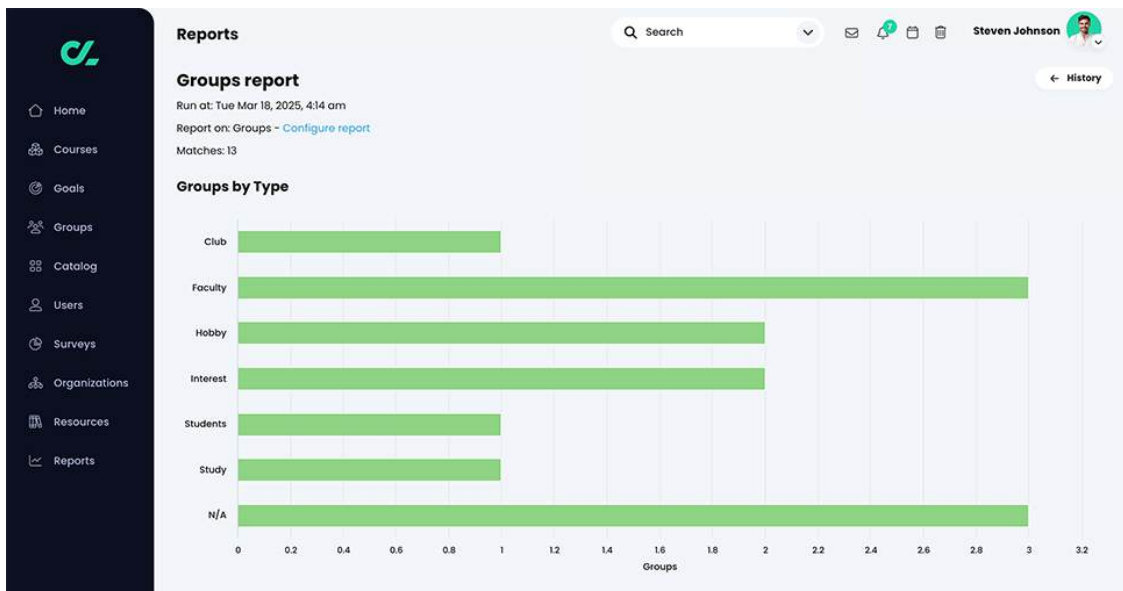


Administrators and instructors can stay informed about various aspects of the platform by running built-in reports or creating custom reports.

## Groups

Administrators can generate custom reports on all the groups and they can customize the output of the report by selecting only

the information that they need. For example, they can generate a **custom report that displays the type of group.**



## Organizations

Administrators can generate custom reports which include data from each organization combined with information about their courses, groups, orders, users, and more.

For example, they can **generate reports that display the courses from each organization with the selected details.**

Name	Course ID	Style
Conflict Management	001	Self paced
Data privacy	002	Self paced
Diversity and Inclusion	003	Self paced
GDPR training	004	Blended
Leadership and Collaboration	005	Self paced
Onboarding course	006	Self paced
Team Leadership and Collaboration	007	Instructor

## Learning paths

Administrators can generate custom reports on learning paths and they can customize the output of the report by selecting only the information that they need. For example,

they can generate a custom report that **shows information about the learning paths and the organization the learning paths belong to.**

Name	Path?	Name	LMS ID
Team Leadership and Collaboration	true	CYPHER Learning	87240
GDPR Training for Managers	true	CYPHER Learning	87240
Customer Service Rep Learning Path	true	CYPHER Learning	87240

## Orders

If the E-commerce feature is enabled, administrators can generate custom reports that displays **data about the sold items, the revenue of each organization** within the

platform, **the users who made purchases,** and more. For example, they can generate a report that lists all the orders from the platform and the items of each order.

Checkout at	Total	User name	ID
09-26-2019 14:44:05	50.0	Dennis Phillips	526032
<b>Items</b>			
Name			
Basics of marketing management			
08-19-2020 09:15:42	50.0	zsolt bertalan	1126334
<b>Items</b>			
Name			
Basics of marketing management			
08-19-2020 14:47:07	15.0	Fly Test	1126475
<b>Items</b>			



# About CYPHER Learning

CYPHER Learning is the AI-native platform built to power modern training operations. Organizations use CYPHER to rapidly create, manage, and scale commercial-grade training across employees, partners, customers, agents, franchises, and members.

By combining AI-powered content creation, orchestration, and personalization in one integrated platform, CYPHER helps organizations move faster and achieve stronger business outcomes.



To learn more about CYPHER Learning and our modern learning platform, visit us at

[cypherlearning.com](https://cypherlearning.com)