

Dashboard

The **dashboard** is an **overview** of the system. It is split up into 2-3 sections

- **Alerts**(This section will only show if you enable Alerts in Report settings).
- **Assessments Performance.**
- **Non-Conformances.**

At the **top** of the **dashboard** there are **three options**:

- Download a **roll-up report.**
- **Schedule New Assessment.**
- Date picker.

Alerts

This section will display the **Alert name**, **color**, the **status** along with **how many** there are in the system.



PLEASE NOTE:

The next two sections **Assessments Performance** and **Non-Conformance** have their own independent **Filters** but will still use the **Date Selector** at the top of the page. To learn more about these *click here* .

Assessments Performance



- **Submitted** Audits (Made up from Pending and In Progress assessments).
- **Pending** Audits.
- **InProgress** Audits.
- **Overdue** Audits.
- **Active Assessments** Overview (Made up from Ready To Close and In Review assessments).
- **Scheduled Assessments** Overview (Made up from Pending and In Progress assessments).
- Top **Assessments Grades**.
- Completed **Assessments by Status**.
- Submitted Assessments **OnTime Vs. Late**.

Non-Conformances



- **Open** Ncs.
- **InProgress** Ncs.
- **InReview** Ncs.
- **Reopened** Ncs.
- **Closed** Ncs.
- **Non-Conformances by Status** Bar Chart.
- **Non-Conformances by Status** Pie Chart.
- **Active Non-Conformances Overview** thermometer chart.
- Active Non-Conformances **Trend Over Time**.
- **Non-Conformances by Score**.
- **Active Non-Conformances Overview** Pie Chart.
- **Non-Conformance Categories**.

- **Top 10 Non-Conformance Categories.**
- Non-Conformance **Word Cloud.**
- Non-Conformances **Per User.**
- Closed Non-Conformances **On-Time Vs. Late.**