

EUCARIS WebClient Statistics Manual CBE

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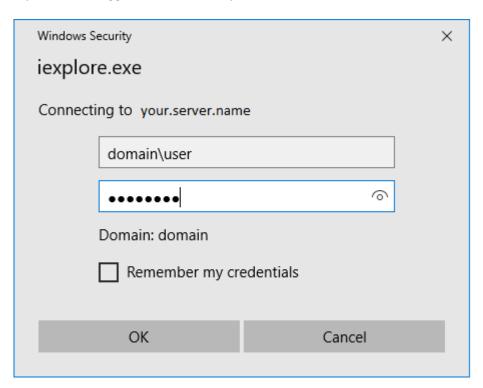


1. Starting the WebClient

Open a browser and browse to the URL given by your administrator.

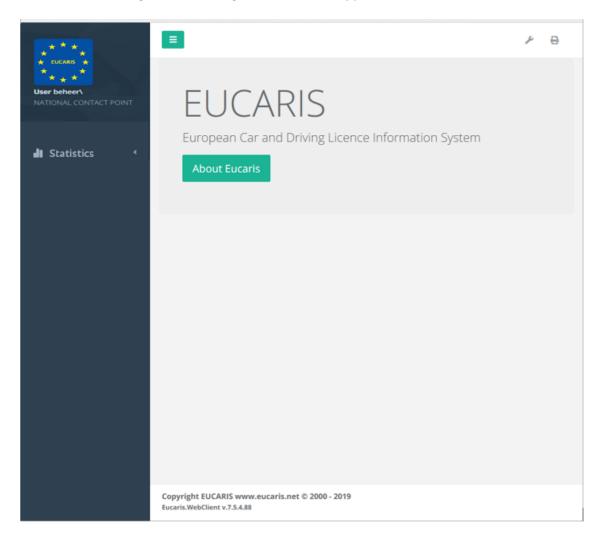


If you are not logged in automatically, the WebClient will ask for a username and password.

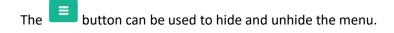




After a successful login the following start screen will appear:



On the left side a menu is shown with all the functions the user is authorized for.



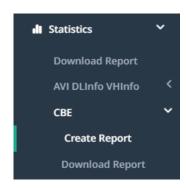
2. Create Report

2.1 Introduction

Before a CBE statistics report can be downloaded, the report needs to be created via menu 'Create Report'. This chapter describes how reports are created. The downloading of the reports is described in chapter 3.

2.2 Search for Statistics Reports

Choose 'Create Report' in the Statistics menu under menu item 'CBE':



The following screen is initially shown:



On this screen, the start and end date of the statistics period needs to be filled in. By default, the last passed month is selected.

2.3 Viewing completeness of statistics data

After submitting the search criteria via the 'Search' button, an overview is shown with information on completeness of the statistics data:

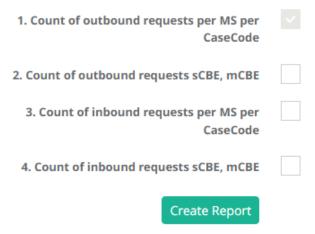


In the example above the completeness status of country the Netherlands is 'Complete'. Countries with this 'Complete' and status 'Incomplete' are automatically selected.

When the status of a country is 'Unavailable', it is not possible to generate a report for this country.

2.4 Choosing the types of reports

The final step before statistics reports are created, is to select the types of the reports that should be generated. There are 4 types to choose from:



The 'counts of outbound requests' are selected by default.

When the 'Create Report' button is pressed, the selected reports are created. The following message is displayed:



3. Download Report

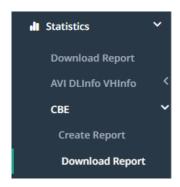
3.1 Introduction

When a report is created (see chapter 2), a background process is started which generates the reports. This may take some time.

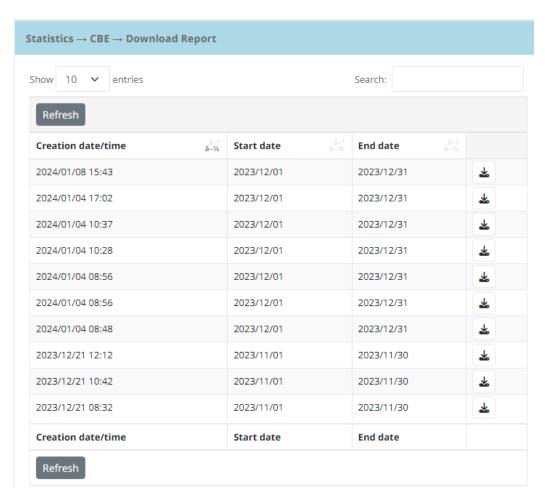
Via the 'Download Report' menu, one can check whether the creation of report has finished. If it has finished, the reports can be downloaded.

3.2 Download Statistics Reports

Choose 'Download Report' in the Statistics menu under menu item 'CBE'.



The following screen is shown:





The screenshot above shows an overview of the reports which are ready to be downloaded. In this overview, the creation date and the statistics period of the report are shown.

Each report can be downloaded via the download button: Depending on the type of browser, a zip file is stored on a default location or a file dialog windows appears in which a location can be selected.

The zip file contains a set of csv files:

- 11-CBEListOfCountriesReport-20231201-20231231-20240108161201.csv
- 02-OutboundRequestByCaseCodeReport-20231201-20231231-20240108161201.csv
- 03-InboundResponsesByResultReport-20231201-20231231-20240108161201.csv
- 4 04-OutboundRequestSingleOrBatchReport-20231201-20231231-20240108161201.csv
- 🕼 05-InboundRequestByCaseCodeReport-20231201-20231231-20240108161201.csv
- 06-OutboundResponsesByResultReport-20231201-20231231-20240108161201.csv
- 4 07-OutboundNoInfoResponsesByMessageCode -20231201-20231231-20240108161201.csv
- 08-InboundRequestSingleOrBatchReport-20231201-20231231-20240108161201.csv