

# **Digging for Data: Queries, Reports & Query Watches**

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# Agenda

- Terra Dotta Terminology
  - Queries
  - Reports
  - Query Watches
- Demonstration
  - Queries
  - Reports
  - Query Watches
  - Stock Reports
  - Sharing Queries and Reports



# Query

- Search for a specific group of site users or registrations



# Report

- Information about the group of site users or registrations returned by your query



# Query Watch

- Feature that will 'watch' your queries and send an email or create a report if something in your query changes



# Stock Reports

- Application Itineraries
- STEP Registrations
- Application and Profile Comments
- Staff Appointments
- Open Doors
- Program Date Management Utility
- Reviews and Reviewer Information



# Q & A

