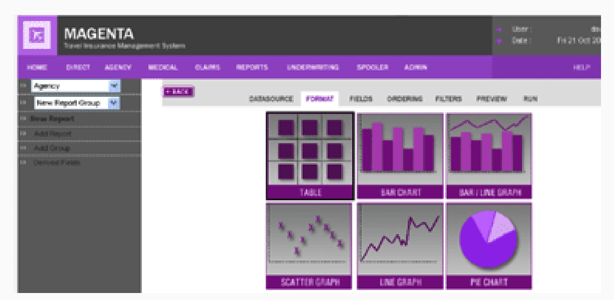
Magenta Reports

- **Magenta provides a powerful reporting tool, which allows the user to define data, and how they wish to analyse that data. Using a simple OLAP style wizard, users can select which data they wish to analyse (eg claims, sales, medical screening), and then select which fields they wish to include in the report. Reports can be saved so that once a format of a report is created then it can be run time and time again.**
- **Step 1 – Select Data Source**
  The user will select which data set they wish to report on – which could include (data sources can be tailored to meet specific client requirements) claims data, medical screening, sales / quotes etc
- **Step 2 – Select Format**
  Reports are available in a tabular, bar chart, line chart, pie chart, line/bar chart, or scatter graph
- **Step 3 – Select Fields**
  The user can select fields to include in the report. The more fields it includes in the report then the more detailed the report will become. For example if the user selects say Scheme and Number of claims – then the report will show the number of Claims by Scheme – if they then add Claim Location to this report then it will show the number of claims by Scheme by Claim Location etc
- **Step 4 – Sort Order**
  The user will select one or more fields to order the report by – eg showing the Agents in alphabetical order or showing the Operator who sold the most policies
- **Step 5 – Filter**
  The user can filter the report to include or exclude records in the report
- **Step 6 – Chart Plotting**
  If the user has set the report to produce a graphical format then the user will be required to plot which fields will appear on the X and Y axis of the graph
- **Step 7 – View Report**
  The report will appear on the screen in a printable format
- **Step 8 – Export to Excel**
  The report can be exported into Excel for further analysis or for the importing into another system



M diagram - Reports Step-by-Step Guide