

Assignment Register Report

Last Modified on 05/22/2018 1:44 pm CDT

Assignment Register Report

Purpose:

This report is designed to show you essential assignment information and allows you to filter your results by many different variables in order for you to get a very specific set of assignments. Below are examples of beneficial uses for this report:

1. Allows you to view all active assignment for a given date range. Very useful to see what assignments are currently active for a given week. This can be used to verify who needs to fill out a timecard for a given week as well.
2. Allows you to audit Worker Comp codes for assignments.
3. Allows you to find all assignments that were ended for a customer with a specified performance code.
4. Find a list of assignments for a given customer
5. Find a list of assignments for a given order type
6. Find a list of assignments for a give performance code

| | | | | | | | | | | | | |
|---------------|-----------------------------|------------------|-----------------------------------|--|--|--|--|--|--|--|--|-------------|
| Branch Name | Canada Test, CardiffUK, Eag | Date Filter | Active Asg within specified range | | | | | | | | | View Report |
| Order Type | TE - Temp | Performance Code | EX - Excellent, F - Fair, G - G | | | | | | | | | |
| Start Date | 11/1/2017 | End Date | 11/8/2017 | | | | | | | | | |
| Customer Name | | Department Name | | | | | | | | | | |
| Employee Name | | Group By | Customer Name | | | | | | | | | |
| Sort By | Employee Name | | | | | | | | | | | |

1 of 17 | 100% | Find | Next

Assignment Register

High Tech Staffing

Entity Level (Hierid 2)

tempworks SOFTWARE

Assignments with Active Asg within specified range from 11/1/2017 through 11/8/2017 from the following branches: '(All Branches Selected)'.
grouped by customer name

| Employee | SSN | Job Title | Start Date | End Date | Pay Rate | Bill Rate | OT Pay | OT Bill | WC Code | Shift | GM % |
|---------------------|-------------|------------|------------|-----------|----------|-----------|---------|---------|---------|-------|--------|
| ABC Broom co | | | | | | | | | | | |
| Reeter, Mary | xxx-xx-5555 | Accountant | 9/8/2017 | 11/9/2017 | \$25.50 | \$50.00 | \$38.25 | \$75.00 | MN 8810 | 1 | 42.92% |
| 1 assignment | | | | | | | | | | | |
| Cotton Candy | | | | | | | | | | | |
| Aaron, Jocelyn | | Drivers | 8/1/2017 | 11/7/2017 | \$21.00 | \$27.00 | \$31.50 | \$40.50 | MN 8810 | 1 | 12.87% |
| Aaron, Jocelyn | | Welder | 10/16/2017 | 11/9/2017 | \$22.00 | \$27.00 | \$33.00 | \$40.50 | MN 8810 | 1 | 8.72% |
| Aasen, Alexander | xxx-xx-8746 | Drivers | 8/1/2017 | 11/7/2017 | \$21.00 | \$28.00 | \$31.50 | \$42.00 | MN 8810 | 1 | 15.98% |
| Aasen, Robert | | Welder | 10/16/2017 | 11/9/2017 | \$22.00 | \$27.00 | \$33.00 | \$40.50 | MN 8810 | 1 | 8.72% |
| Aaskon, Masters F | xxx-xx-2345 | Welder | 10/16/2017 | 11/9/2017 | \$22.00 | \$27.00 | \$33.00 | \$40.50 | MN 8810 | 1 | 8.72% |
| Aaskon, Masters F | xxx-xx-2345 | Welder | 10/16/2017 | 11/9/2017 | \$22.00 | \$27.00 | \$33.00 | \$40.50 | MN 8810 | 1 | 8.72% |
| Abbot, Allie | xxx-xx-6645 | Drivers | 8/1/2017 | 11/7/2017 | \$21.00 | \$30.00 | \$31.50 | \$45.00 | MN 8810 | 1 | 21.58% |
| Abinteh, Mary | xxx-xx-1489 | Welder | 10/16/2017 | 11/9/2017 | \$22.00 | \$27.00 | \$33.00 | \$40.50 | MN 8810 | 1 | 18.52% |
| Acosta, Davis | xxx-xx-4598 | Drivers | 8/1/2017 | 11/7/2017 | \$21.00 | \$27.00 | \$31.50 | \$40.50 | MN 8810 | 1 | 12.87% |
| Adam, Froehlich A | xxx-xx-2345 | Drivers | 8/1/2017 | 11/7/2017 | \$21.00 | \$27.00 | \$31.50 | \$40.50 | MN 8810 | 1 | 12.87% |

Parameters:

1. Branch: A drop down list of all branches in the user's current hierarchy. Is a multi-value parameter so they can select all branches, just one specific branch or any combination of different branches in the list.
2. Date Filter: A drop down determining what field your date range filters on.
 - a. Start Date of assignment.
 - b. End Date of assignment.
 - c. Date Created of assignment.
 - d. Active Asg with specified range.
3. Order Type: A list of all the different Order Types in the system. Can select all, one or any combination of types.
4. Performance Code: A list of all the different Performance Code in the system. Can select all, one or any combination of codes.

5. Start Date: Starting date of your desired date range.
6. End Date: Ending date of your desired date range.
7. Customer Name: The customer name on the order that the assignment is tied to.
8. Department Name: The department name on the order that the assignment is tied to.
9. Employee Name: The employee name on the assignment.
10. Group By: A list of different fields to group the data into on the report. Has the following options:
 - a. Branch
 - b. Customer Name
 - c. Customer & Department
 - d. Employee Name
 - e. Job Title
 - f. Order Type
 - g. Shift
 - h. WC Code
 - i. Performance Code
 - j. Rep Name
11. Sort By: A list of different fields to sort the data within the specified group. Has the following options:
 - a. Employee Name
 - b. SSN
 - c. Job Title
 - d. Start Date

e. End Date

f. Pay Rate

g. Bill Rate

h. WC Code

i. Shift

j. GM %

Related Articles