

# User Login History Report

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## Overview

The User Login History report can be used by administrators to see which users they will be billed for in a given time frame.

**\*Note\*** By default, this report is available in Beyond in the "Log Information" report group. All users who have access to that report group will be able to access this report.

The screenshot displays the TempWorks Reports interface. On the left is an 'ACTIVITY PANEL' with 'Reports' selected. The main area shows a search bar for report names and a filter dropdown set to 'Log Information' and 'All Record Types'. Below this, a list of reports is shown, with 'User Login History' highlighted by a red box. The report description states: 'Report returns list of reps during a billing cycle based off of the end date. Shows active, new and # of logins of reps.'

Report Name	Description	Category	Group	Star
Assignment Change Log	Displays a list of changes made to assignment records between a given date range.	Assignment	Log Information	☆
Current Timecard Change Log	Displays a list of changes made to current timecard records between a given date range.	Employee	Log Information	☆
Customer Change Log	Displays a list of changes made to customer records between a given date range.	Customer	Log Information	☆
Employee Adjustment Setup Change Log	Displays a list of changes made to employee adjustment setup records between a given date range.	Employee	Log Information	☆
Employee Change Log	Displays a list of changes made to employee records between a given date range.	Employee	Log Information	☆
Employee Electronic Pay Setup Change Log	Displays a list of changes made to employee electronic pay setup records between a given date range.	Employee	Log Information	☆
Employee Tax Setup Change Log	Displays a list of changes made to employee tax setup records between a given date range.	Employee	Log Information	☆
Order Change Log	Displays a list of changes made to order records between a given date range.	Job Order	Log Information	☆
<b>User Login History</b>	<b>Report returns list of reps during a billing cycle based off of the end date. Shows active, new and # of logins of reps.</b>		Log Information	☆

If you would like this report to be available in Enterprise, or to make changes to who has access to the report, please contact [TempWorks Support](#).

## Parameters

There are two parameters for this report, "Start Date" and "End Date". The report pulls users that logged in between the "Start Date" and "End Date" that will count toward the "Monthly Hosted User" line item on your TempWorks invoice.

Each TempWorks billing period ends on the last Sunday of the month for that month.

To run this report for a given billing period, you will need to enter the "Start Date" as the Monday following the last Sunday of the previous month and the "End Date" would be the last Sunday of the month for the billing period you would like to review.

**\*Note\*** For example, the July 2022 billing period ran from Monday 6/27/2022 (because the June billing period ended on 6/26/2022) to Sunday 7/31/2022.

To view this report for the July 2022 billing period, you would enter "6/27/2022" as the "Start Date" and "7/31/2022" as the "End Date".

**\*Note\*** This report is only designed to be up to a two-month lookback. Please run the report for each billing period and save a copy for your records.

## Information on the Report

### Columns

- User Name: The username of the rep that will be billed
- Active: Indicates whether the user is currently active
- New User: Indicates whether this user was created during the billing period
- Logins during billing period: How many times the user logged in during the billing period

Start Date\* 6/27/2022 End Date\* 7/31/2022

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VIEW REPORT

User name	Active	New User	Logins during billing period
Billing period: 6/27/2022 through 7/31/2022 (34 days)			

### Statistics

The bottom of the report will display aggregated statistics for your reference:

- New users this period: The total number of new user accounts created during the billing period that are billed

- Users on report this period: The total number of users that will be billed on your TempWorks invoice
- Total logins this period: The total number of times users logged in to your system in the billing period
- Avg logins per user: The average number of times each user logged in to TempWorks in the billing period

Statistics	
New users this period	4
Users on report this period	34
Total logins this period	5132
Avg logins per user	150.9

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