

Good evening, Shashank Pathak!

Me My Team My Client Groups Payroll Contract Management Projects General Account

QUICK ACTIONS

APPS

- My Public Info
- Change Photo
- Document Delivery Preferences
- Eligible Jobs
- Onboarding Tasks
- Current Tasks
- In-Progress Checklists
- Completed Checklists

Directory	Onboarding	Checklist Tasks	Pay
Time and Absences	Career and Performance	Personal Information	Learning
Benefits	Current Staff Jobs	Web Clock	Roles and Delegations

How to Navigate to Reports

BlueSky Help

Good evening, Shashank Pathak!

1/6 ×
Click Arrow to Navigate to **Tools**
Or, Click **Next** to Continue.

- Me
- My Team
- My Client Groups
- Payroll
- Contract Management
- Projects
- General Account >

QUICK ACTIONS

- My Public Info
- Change Photo
- Document Delivery Preferences
- Eligible Jobs
- Onboarding Tasks
- Current Tasks
- In-Progress Checklists
- Completed Checklists

APPS









 Directory	 Onboarding	 Checklist Tasks	 Pay
 Time and Absences	 Career and Performance	 Personal Information	 Learning
 Benefits	 Current Staff Jobs	 Web Clock	 Roles and Delegations

Good evening, Shash













2/6 ×
Click Tools

Fixed Assets Procurement My Enterprise **Tools** Others

QUICK ACTIONS

-  My Public Info
-  Change Photo
-  Document Delivery Preferences
-  Eligible Jobs
-  Onboarding Tasks
-  Current Tasks
-  In-Progress Checklists
-  Completed Checklists

APPS

 Directory	 Onboarding	 Checklist Tasks	 Pay
 Time and Absences	 Career and Performance	 Personal Information	 Learning
 Benefits	 Current Staff Jobs	 Web Clock	 Roles and Delegations

Good evening, Shashank Pathak!

Fixed Assets Procurement 3/6

Click Reports and Analytics

APPS

Set Preferences Approvals Reports and Analytics Scheduled Processes

Things to Finish

Assigned to Me

0

Created by Me



You have no open notifications.

BlueSky Help

Reports and Analytics ?

[Browse Catalog](#)

All Folders >>

Filter All types Favorites



No results found.

Search for analysis, report, or dashboard. Click the star icon to favorite an object.

4/6 ×
Click Browse Catalog

Catalog

Location /My Folders 5/6 Show Hidden Items

Folders

- My Folders
- Shared Folders

Type All Sort Name A-Z Show More Details

Click Dashboards

- Cost Center Owner Landing Page
- Human Capital Management
 - Line Manager Dashboard
 - Recruit to Hire Dashboard

Tasks

- My Folders
- Expand
 - RSS
 - Delete
 - Copy
 - Rename
 - Create Shortcut
 - Upload
 - Properties
 - Permissions

Preview

Catalog

Folders

- My Folders
- Shared Folders

Tasks

- My Folders**
- Expand
 - RSS
 - Delete
 - Copy
 - Rename
 - Create Shortcut
 - Upload
 - Properties
 - Permissions

Type All Sort Name A-Z

6/6
Click Cost Center Owner Landing Page

- My Dashboard
- Common Content
 - Test Dashboard
- Custom
 - Cost Center Owner Landing Page**
- Human Capital Management
 - Line Manager Dashboard
 - Recruit to Hire Dashboard

Preview

Catalog

Location /My Folders

Folders

- My Folders
- Shared Folders

Type All Sort Name A-Z Show More Details

- My Dashboard
- Common Content
 - Test Dashboard
- Custom
 - Cost Center Owner Landing Page
- Human Capital Management
 - Line Manager Dashboard
 - Recruit to Hire Dashboard

You have completed this task.

Tasks

My Folders

- Expand Create Shortcut
- RSS Upload
- Delete Properties
- Copy Permissions
- Rename

Preview