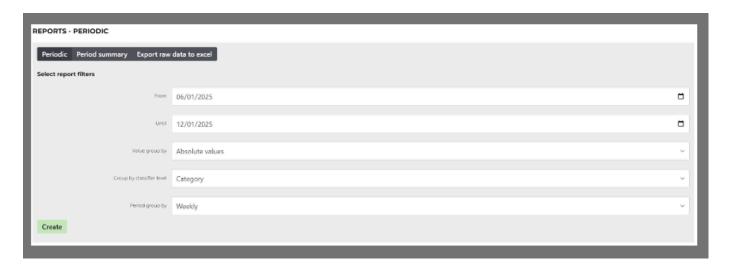
Reports



Generate periodic reports to analyze waste data over a selected time frame:

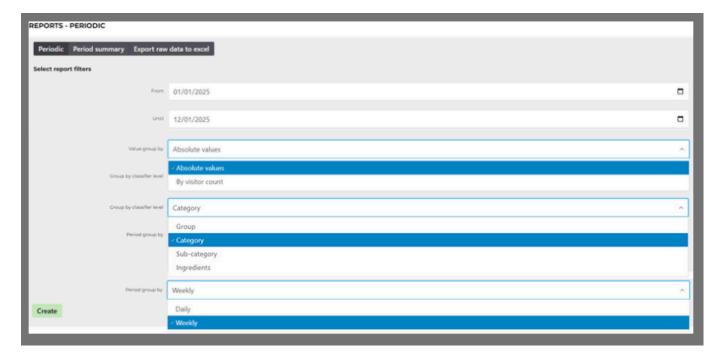
Select date range - set the From and Until dates to define the reporting period.

Choose value grouping - select how values are grouped (e.g., Absolute values, Per visitor).

Group by Classifier Level - choose a classifier level (e.g., Category, Sub-category, Ingredients) to organize the data.

Set Period Grouping - define how data is grouped by time (e.g., Weekly, Daily).

Create Report - click the green **Create** button to generate the report based on the selected filters.



Generating Period Summary Reports

Generate a summary report for waste data over a selected period:

Select Date Range - set the From and Until dates to define the reporting period.

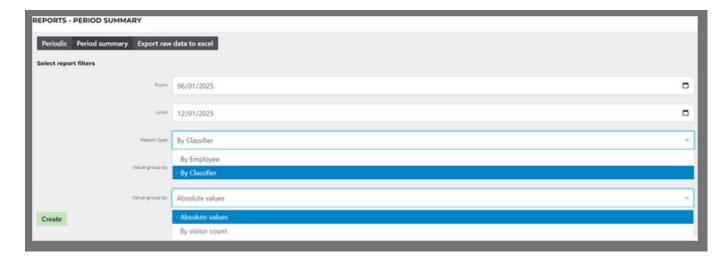
Choose Report Type:

- By classifier: generates a report grouped by waste classifications.
- By employee: generates a report based on individual employees' waste data.

Choose Value Grouping:

- Absolute values: shows total waste values.
- By visitor count: calculates waste values per visitor.

Create Report - click the green **Create** button to generate the summary report based on your selections.



Exporting Raw Data to Excel

Select the "Export raw data to excel" tab.

Click "Export to Excel" - Press the green Export to excel button to generate an Excel file.

Report delivery - The exported report will be sent to the admin email provided in the restaurant information.

Confirm or Cancel - Confirm the export by clicking the green **Export to excel** button, or click **Cancel** to exit without exporting.

