



inTime[®]

INTIME REPORTING

Reference Manual

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Table of Contents

Quick Reference	6
Introduction	1
Who this Reports Guide is For	1
How This Reports Guide is Organized.....	1
About InTime Built-In Reports.....	2
Accessing InTime Reports.....	2
Accessing Desktop Reports	2
Accessing Employee Portal Reports	6
Schedule Reports.....	8
Activity Detail by Activity (CSV Optimized)	8
Activity Detail by Employee (CSV Optimized).....	9
Activity HM (Hours Modifier) Detail by Employee	11
Activity HM Details by Hours Modifier	12
Activity HM Summary by Employee	14
Activity HM Summary by Hours Modifier	15
Activity Request by Activity	16
Activity Request by Employee.....	16
Activity Request by Hours Modifier	17
Activity Summary by Activity	18
Activity Summary by Employee.....	19
Assignment Detail by Location	20
Assignment Summary by Employee	21
Assignment Summary by Location (CSV optimized)	22
Court Request by Employee (Additional Module).....	24
Employee Last Date Scheduled (CSV optimized).....	25
Employee Schedule by Week.....	26
Employee Utilization (CSV optimized).....	27

Find Usage by Location.....	28
Find Usage Calculator Detail by Employee	29
Find Usage Declines by Reason	30
Find Usage Details by Employee	31
Hours Alert by Employee.....	32
Hours Detail by Activity (CSV Optimized)	33
Hours Detail by Employee (CSV Optimized).....	34
Hours Detail by Location (CSV Optimized)	36
Hours Detail Employee by Location	37
Hours Summary by Employee	38
Leave Hours Detail by Employee	39
Leave Hours Detail by Leave.....	40
Leave Hours Summary by Employee	41
Leave Hours Summary by Leave.....	41
Leave Request by Rejection Reason.....	42
Leave Request Detail by Employee	43
Leave Request Detail by Leave	44
Open Hours by Location	45
Position Schedule Sign-Ups.....	46
Position Schedule Sign-Ups by Employee.....	47
Post Sign-Ups by Employee.....	48
Post Sign-Ups by Location	49
Time Bank Detail by Employee	50
Time Bank Detail by Time Bank	52
Time Bank Summary by Employee	53
Time Bank Summary by Time Bank.....	54
Timesheet Alerts by Employee.....	55
Timesheet by Employee.....	56
Employee Reports	57

Attribute Value by Employee	57
Attribute Value by Value	58
Employee Contact List.....	59
Employee List	60
Attendance Reports.....	61
Punch Status.....	61
Punch Status by Employee.....	62
Punch Status by Location.....	63
Payroll Reports (Additional Module).....	64
Payroll Alerts by Employee	64
Payroll Code by Unit	65
Payroll Detail by Employee	66
Payroll Detail by Hours Modifier	67
Payroll Detail by Location	68
Billing Reports.....	69
Billing Alert by Location	69
Billing Detail by Location	70
Billing Summary by Customer	71
Margin Detail by Customer	72
Margin Summary by Customer	73
Notification Reports	74
Notification Detail.....	74
Notification Detail by Employee.....	75
Notification Summary.....	76
Reminder Acknowledgement by Customer	77
Reminder Acknowledgement by Employee	77
Asset Reports (Additional Module)	78
Asset Alerts by Asset	78

Asset Assignment Detail by Asset	79
Asset Assignment Details by Employee	80
Asset Expiration by Asset Type.....	81
Asset Availability by Asset Type	82
Employee Asset Detail by Employee.....	83
Training Reports (Additional Module).....	84
Certificate Expiration by Date Range	84
Certificate Summary by Certificate	85
Certificate Summary by Employee	86
Certified Course Hours	87
Course Category by Category	88
Course Category by Employee	89
Course Detail by Course.....	90
Course Detail by Employee	91
Course List.....	92
Course Roster.....	93
Training Level Alerts by Employee Worked Hours.....	94
Training Level Alerts by Training Level	95
Training Level Expiration by Date Range	96
Training Level List.....	97
Training Level Non-Compliance	98
Training Level Summary by Employee.....	99
Unassigned Training Level.....	100
System Reports	101
Employee Licensing.....	101
SMS Usage.....	102
User Login.....	102
Web Service Activity.....	103
Daily Roster	103

Wellness Reports (Additional Module)..... 104

 Fatigue Details by Employee 104

 Fatigue Summary by Unit 105

 Resource Contact List..... 106

 Resource Engagement by Resource 107

Export Reports 108

 Time Card Report (CSV Optimized)..... 108

Appendix A: Report Catalog 109

Quick Reference

This table lists the 12 most frequently used reports. For the complete list of every report, see the Appendix A: Report Catalog.

Module	Report	What It Tells You
Schedule Reports	Activity Detail by Activity (CSV Optimized)	Detailed breakdown of activities on the schedule, with a total for the time period you select.
Schedule Reports	Activity Detail by Employee	Detailed list of assignments or activities for each employee.
Schedule Reports	Activity HM (Hours Modifier) Detail by Employee	Detailed breakdown of activities that have an Hours Modifier (HM) attached, worked by employees on the schedule.
Schedule Reports	Activity Summary by Employee	Gives a summary of activities on the schedule, with a total for the time period you select.
Schedule Reports	Hours Detail by Employee (CSV Optimized)	Scheduled hours by employee, broken into Regular, Overtime, Comp Time, Holiday, and Other (Leave) hours.
Schedule Reports	Hours Summary by Employee	A high-level summary of hours worked by an employee: total Scheduled, Actual, Leave, Unpaid, Standby, Regular, Extra, Premium, and Banked.
Schedule Reports	Leave Hours Detail by Employee	A list of leave taken by an employee: Date, Time, Leave Type, and the type of leave hours (for example, Unpaid).

Schedule Reports	Leave Hours Summary by Employee	A summary of leave and leave hours an employee took over a date range, sorted by Employee, with totals.
Schedule Reports	Time Bank Detail by Employee	A detailed, entry-level list of each employee's time bank activity – type, debits, credits, resets, and running balances – sorted by Employee.
Schedule Reports	Time Bank Summary by Employee	A detailed list of time bank type, debits, credits (accruals), and total balances, sorted by Employee.
Schedule Reports	Timesheet by Employee	A detailed breakdown of all hours an employee worked for a pay period, the status (submitted, approved, or rejected), and any notes.
Employee Reports	Employee List	A list of employees, employment dates, and other basic information, all pulled from the employee's profile.

Introduction

This guide explains the reports built into InTime: what each one shows, how to run it, how to read its output.

Who this Reports Guide is For

This reference guide is written for schedulers, supervisors, payroll and billing staff, as well as InTime Administrators who have access to and use these reports for their day-to-day operations. Access to report is based on the capabilities of your user role.

This document assumes basic familiarity with InTime and does not cover system setup or configuration.

How This Reports Guide is Organized

This guide is organized by report category. The categories are structured to match the report organization within the InTime system. There are twelve (12) reporting categories. Each category has a set of reports that are listed alphabetically both in the system and in this guide. Depending upon your agency's subscription, there may be categories that are not available for your use.

There is a quick reference section before this Introduction that lists the twelve (12) most used reports, a short description of each, and the export options.

This introductory section explains how to view, export, and define the parameters for the reports.

The remaining sections each provide a detailed description of the reports, how they are used, and their export options. The main reporting categories covered are:

- Schedule Reports
- Employee Reports
- Attendance Reports
- Payroll Reports (Additional Module)
- Billing Reports (Additional Module)
- Notification Reports
- Assets Reports (Additional Module)
- Training Reports (Additional Module)
- System Reports
- Daily Roster Reports
- Wellness Reports (Additional Module)
- Export Reports

NOTE: Not all reporting categories are available to all agencies. The reports available to your agency will depend on which InTime modules your agency has licensed.

About InTime Built-In Reports

InTime includes many built-in reports, and you can set date ranges, filters, units for each one to fit your needs. Reports open as a PDF by default. Some reports can be downloaded as: comma-separated value (CSV), Excel Spreadsheet (single-sheet XLSX), Excel Workbook (multi-sheet XLSX), rich text format (RTF), hypertext markup language (HTML), open document text (ODT), Word document (DOCX), or extensible markup language (XML). Reports saved in these additional formats serve a wide variety of functions and data transfer capabilities. It is important to check/test that the data export format meets your agency's data transfer needs.

Accessing InTime Reports

InTime reports can be run from two places: the Desktop application and InTime Web. Desktop gives full access to all reports, across all licensed reporting categories. InTime Web is the employee-facing portal, offering a smaller set of reports scoped entirely to the person logged in.

Accessing Desktop Reports

The Desktop application gives full access to all reports, across all reporting categories, for any employee, unit, or location you're authorized to see. This is where schedulers, supervisors, payroll and billing staff, and administrators will do most of their reporting.

NOTE: The instruction set below describes all available configurations for all reports. NOT ALL REPORTS WILL REQUIRE ALL CONFIGURATION STEPS LISTED HERE.

To Access InTime Reports:

1. Open the **Desktop Application** and click the **Reports Icon**  from the **Navigation bar** along the top of the screen. The **Reports** window will display.

The screenshot shows the 'Reports' window with the 'Reports' category selected. The 'Time Bank Detail By Employee' report is highlighted in the list. The main area shows filters for Branch, Start Date, End Date, Filter, and Unit. The 'Time Bank Detail By Employee' report is selected, and the 'Available' list is empty. The 'Selected' list is also empty. The 'View' button is visible.

Report Name	Start Date	End Date	Started	Duration
Activity Summary B...	Aug 10, 2026	Aug 13, 2026	Aug 13, 2026 10:10	00:00:02
Activity Summary B...	Aug 10, 2026	Aug 13, 2026	Aug 13, 2026 10:09	00:00:02
Activity Summary B...	Aug 12, 2026	Aug 13, 2026	Aug 13, 2026 10:08	00:00:03
Assignment Detail ...	Aug 12, 2026	Aug 13, 2026	Aug 13, 2026 10:01	00:00:03
Assignment Detail ...	Aug 3, 2026	Aug 12, 2026	Aug 13, 2026 10:00	00:00:03
Assignment Detail ...	Jun 1, 2026	Aug 12, 2026	Aug 13, 2026 09:59	00:00:18

2. Select the **Reports Category** from the tabs along the top of the window. The reports in that category will display in the **Reports List** pane along the right. Some categories may not be visible to you, based on your agency's subscription.
3. Click on the report you want to view.
4. From the **Branch** dropdown list, confirm that you are in the correct Branch.
5. Set the **Date Range** for the report in the **Start Date** and **End Date** fields.
6. If available, you may select a **predefined filter** from the **Filter** dropdown list (For example, a supervisor may want to use a filter that show only his/her direct reports.).
7. If you would like to run the report for a specific **Unit**, select the **Unit** from the **Unit** dropdown list.
8. If your agency uses multiple branches and you want to **include sub branches** to a parent branch, click the **Include Sub-branches** checkbox.
9. If you would like to **select a set of employees** ad hoc, uncheck the **Select All** checkbox, then:
 - a. Click on the employee(s) you want to select
 - b. Click on the ">>" to move them to the **Selected** list

10. Click **View**. The report will be generated and added to the list of reports in the table at the bottom of the window.
11. Once the report is generated in the list, click on the report to view the PDF.

Exporting InTime Reports

Every report exports to PDF by default. Reports can also be exported in other formats:

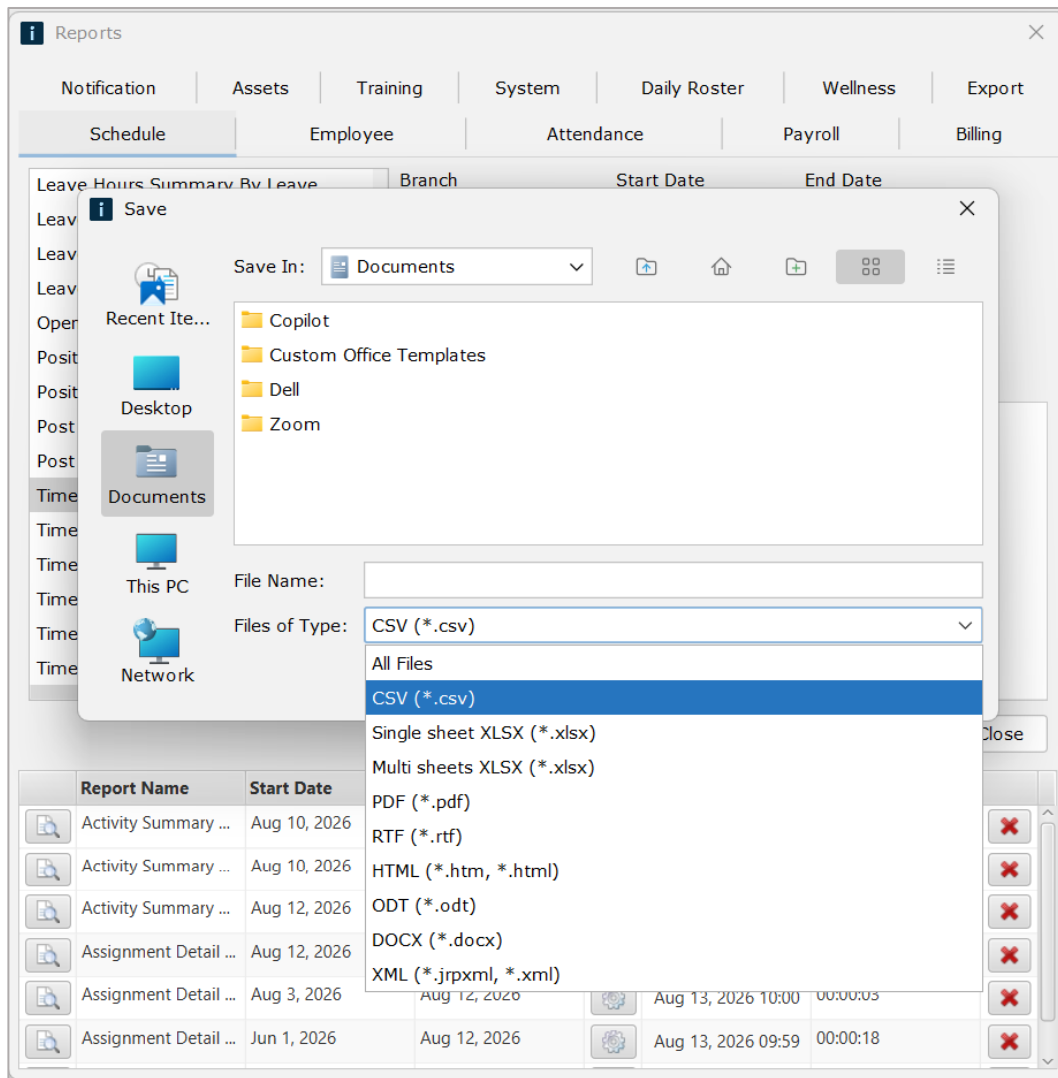
- comma-separated values (CSV)
- Excel Spreadsheet (single-sheet XLSX)
- Excel Workbook (multi-sheet XLSX)
- rich text format (RTF)
- hypertext markup language (HTML)
- open document text (ODT)
- Word document (DOCX)
- extensible markup language (XML)

IMPORTANT NOTE: The RTF, HTML, ODT, HTML, and XML formats are used by web services, imports or integrated systems. These formats are considered **OUT OF SCOPE** for this guide. If your organization has a need for any of the OUT OF SCOPE report formats, let your Implementation Specialist or Project Manager know as soon as possible.

This guide discusses the human readable export options: PDF, CSV, XLSX, DOCX. Some CSV/XLSX reports have been optimized so that the formatting is more useful. This optimization has been noted in the report title.

To Export a Report:

1. From the **Navigation bar**, click the **Reports Icon** . The **Reports** window will display.
2. Select the report you want to export and set the parameters.
3. Click **Save As**. The **Save** window will display.



4. Select the download format from the **Files of Type:** dropdown list.
5. Click **Save**, and a dialog box indicating that the **File Successfully saved** will display and will include the pathway to where the report is saved. For example,
C:\\Users\\UserName\\OneDrive – InTime Solutions\\Documents\\ReportName.

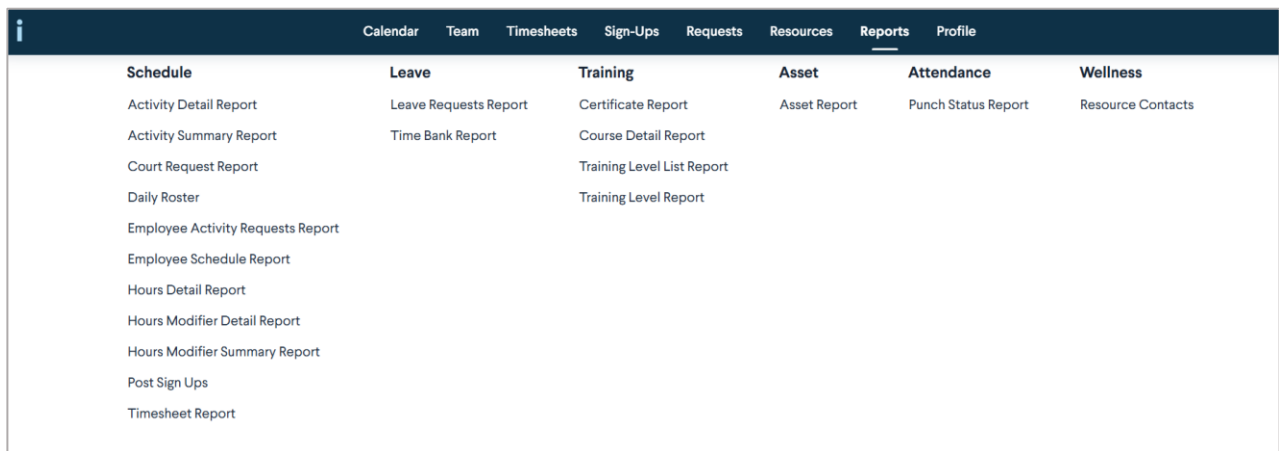
NOTE: Print reports using the native application's print function. For example, use Excel's File→Print function.

Accessing Employee Portal Reports

InTime Web is the employee-facing portal. It offers a smaller set of reports, scoped entirely to the person logged in – employees can run these reports against their own data only, not against a coworker's or the agency's. Reports are organized under the Reports menu into six categories: Schedule, Leave, Training, Asset, Attendance, and Wellness.

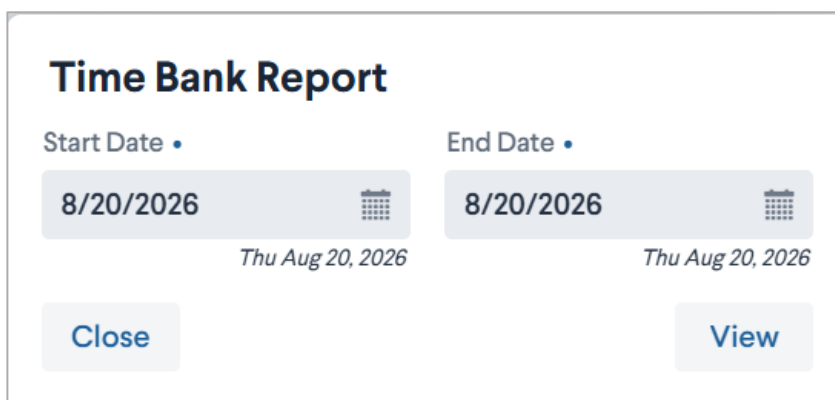
To View and Access Employee Web Portal Reports:

1. Login to you InTime Web Portal and click **Reports** on the web portal navigation bar. The **Reports** window will display.



Schedule	Leave	Training	Asset	Attendance	Wellness
Activity Detail Report	Leave Requests Report	Certificate Report	Asset Report	Punch Status Report	Resource Contacts
Activity Summary Report	Time Bank Report	Course Detail Report			
Court Request Report		Training Level List Report			
Daily Roster		Training Level Report			
Employee Activity Requests Report					
Employee Schedule Report					
Hours Detail Report					
Hours Modifier Detail Report					
Hours Modifier Summary Report					
Post Sign Ups					
Timesheet Report					

2. Click on a report to select. The **Date Select** dialog box will display.



Time Bank Report

Start Date •

8/20/2026

Thu Aug 20, 2026

End Date •

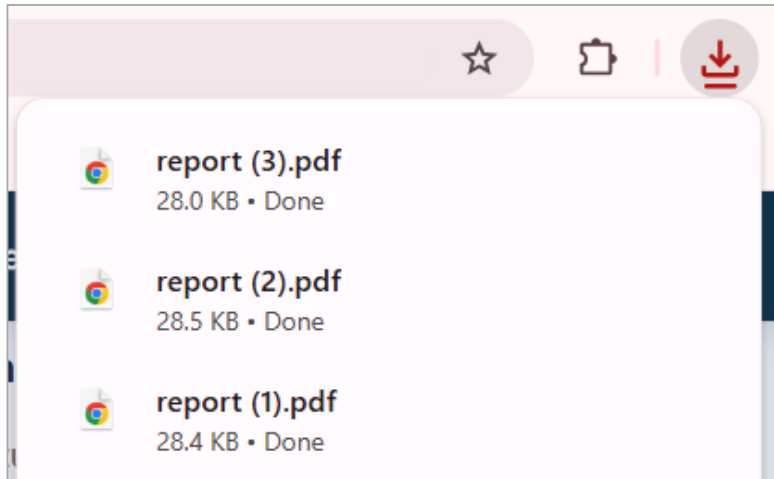
8/20/2026

Thu Aug 20, 2026

Close

View

3. Select the **date range** you want the report to cover from the **Start Date** and **End Date** selection fields.
4. Click **View**. The report will download to your Downloads folder.



5. Navigate to your downloads folder and double-click on the file to open it. The report will display as a PDF. Use your **print and download** functions to save or print the report.

Schedule Reports

Schedule reports in InTime are a set of reports that provide detailed and summary information about work schedules, activities, and hours worked. Schedule reports are used to analyze scheduling data, track employee assignments, monitor overtime, and support operational planning and audits.

Activity Detail by Activity (CSV Optimized)

The Activity Detail by Activity report gives a detailed, entry-level breakdown of activities worked, sorted by Activity, with a total for the period you select. It shows each individual work entry, so you can see exactly who worked on what, when, and for how long – useful for auditing, tracking resource allocation, and understanding how time is distributed across activities.

This is a Resolved Hours report: it accounts for all hours on the schedule – worked, leave, assignment, overlap, and so on – and adjusts as needed so the hours shown match what an employee actually worked or actually took as leave.

BHubert

Activity Detail By Activity

Aug 18, 2026

Branch: Rebel Alliance PD All Hours Modifiers Demands: All Tag: Any All Activities

Activity	Blue - Day Shift						
Date	Employee	Employee ID	Location	Extra	Hours	Hours Modifier	Tags
Aug 18, 2026 05:30-15:30	Ackbar, Admiral	InTime034	Internal • Massassi Group (Patrol) • Blue Squadron		10:00		
Aug 18, 2026 05:30-15:30	Antillies, Wedge	InTime054	Internal • Massassi Group (Patrol) • Blue Squadron		10:00		
Aug 18, 2026 05:30-15:30	Gaillia, Adi	InTime055	Internal • Massassi Group (Patrol) • Blue Squadron		10:00		
Aug 18, 2026 05:30-15:30	Solo, Han AKA - Harri	InTime017	Internal • Massassi Group (Patrol) • Blue Squadron		10:00		
Total Hours for Blue - Day Shift:					40:00		
Activity	Green - Mid Shift						
Date	Employee	Employee ID	Location	Extra	Hours	Hours Modifier	Tags
Aug 18, 2026 11:00-21:00	Amidala, Padme	InTime048	Internal • Massassi Group (Patrol) • Green Squadron		10:00		
Aug 18, 2026 11:00-21:00	Dameron, Poe	InTime030	Internal • Massassi Group (Patrol) • Green Squadron		10:00		
Aug 18, 2026 11:00-21:00	Darklighter, Biggs	InTime045	Internal • Massassi Group (Patrol) • Green Squadron		10:00		
Aug 18, 2026 11:00-21:00	Holdo, Amilyn AKA La	InTime056	Internal • Massassi Group (Patrol) • Green Squadron		10:00		
Aug 18, 2026 11:00-21:00	Windu, Mace	InTime038	Internal • Massassi Group (Patrol) • Green Squadron		10:00		
Total Hours for Green - Mid Shift:					50:00		



On the Beat - When a specific activity needs to be accounted for — a detective call-out, a SWAT deployment, or hours tied to a grant — Activity Detail by Activity pulls every entry for just that activity type and totals it up. It's an easy way to answer "how many hours did this cost us?" for budget reviews or grant reporting, without wading through the full schedule.

Activity Detail by Employee (CSV Optimized)

The Activity Detail by Employee report gives a detailed, entry-level breakdown of activities worked, sorted by Employee, with a total for the period you select. It shows each individual work entry, so you can see exactly what activities an employee performed, when, and for how long – useful for

auditing employee work, tracking participation in specific activities, and keeping accurate records for scheduling, payroll, and compliance.

This is a Resolved Hours report: it accounts for all hours – worked, leave, assignment overlap, and so on – and adjusts as needed so the hours shown match what an employee actually worked or actually took as leave.

BHubert

Activity Detail By Employee

Aug 18, 2026

Branch: Rebel Alliance PD Filter: All Unit: All All Hours Modifiers Tag: Any All Employees

Employee ID	InTime034						
Employee	Ackbar, Admiral						
Activity	Location	Date	Extra	Hours	Hours Modifier	Tags	
Blue - Day Shift	Internal • Massassi Group (Patrol) • Blue Squadron	Aug 18, 2026	05:30-15:30	10:00			
				Total Hours for Blue - Day Shift:	10:00		
				Total Hours for Ackbar, Admiral:	10:00		

Employee ID	InTime048						
Employee	Amidala, Padme						
Activity	Location	Date	Extra	Hours	Hours Modifier	Tags	
Green - Mid Shift	Internal • Massassi Group (Patrol) • Green Squadron	Aug 18, 2026	11:00-21:00	10:00			
				Total Hours for Green - Mid Shift:	10:00		
				Total Hours for Amidala, Padme:	10:00		

Employee ID	InTime054						
Employee	Antillies, Wedge						
Activity	Location	Date	Extra	Hours	Hours Modifier	Tags	
Blue - Day Shift	Internal • Massassi Group (Patrol) • Blue Squadron	Aug 18, 2026	05:30-15:30	10:00			
				Total Hours for Blue - Day Shift:	10:00		
				Total Hours for Antillies, Wedge:	10:00		

Employee ID	InTime030						
Employee	Dameron, Poe						



On the Beat – A supervisor scanning an employee's schedule notices a pattern – sick time clustered around the same point in the pay period, month after month. Running Activity Detail by Employee turns that hunch into documentation: a clear, dated record of the pattern that can support a conversation with the employee, rather than just a gut feeling.

Activity HM (Hours Modifier) Detail by Employee

The Activity HM Detail by Employee report gives a detailed, entry-level breakdown of activities that have an Hours Modifier attached (such as overtime or special event pay), sorted by Employee, with totals for each activity and for the period you select. It shows which employees worked shifts under a modifier and the details of those shifts – useful for tracking and auditing hours worked under specific conditions, ensuring accurate payroll processing for modified hours, and reviewing compliance with overtime or special pay rules.

This is a Resolved Hours reports: it accounts for all hours – worked, leave, assignment overlap, and so on – and adjusts as needed so the hours shown match what an employee actually worked or actually took as leave.

BHubert

Activity HM Detail By Employee

Branch: Bob's PD Unit Based

Filter: All

Unit: All

Tag: Any

All Employees

Aug 1, 2026 - Aug 18, 2026

Employee ID

1488

Employee

Aguirre, David

Modifier Type

Date

Hours

Location

Tags

Total Hours for Hours Smoothing:

06:00

Total Hours for Aguirre, David:

06:00

Employee ID

1430

Employee

Bair, Christine

Modifier Type

Date

Hours

Location

Tags

Shift Differential Pay

Aug 2, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 3, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 4, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 9, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 10, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 11, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 15, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 16, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 17, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Total Hours for Shift Differential Pay:

112:30

Total Hours for Bair, Christine:

112:30

Employee ID

1686

Employee

Bashta, Cameron

Modifier Type

Date

Hours

Location

Tags

Shift Differential Pay

Aug 2, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 3, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 4, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 8, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 9, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 10, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 11, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 17, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Shift Differential Pay

Aug 18, 2026

17:30-06:00

12:30

Support • Comm • CommCtr

Aug 18, 2026 15:11

ISI Applications Test

Page 2

Activity HM Details by Hours Modifier

The Activity HM Detail by Hours Modifier report gives a detailed, entry-level breakdown of activities that have an Hours Modifier attached, sorted by Hours Modifier with totals for each modifier and for the period you select. It shows every activity where a specific modifier – such as overtime, special event, or other premium pay – was applied, making it easy to track and audit modified hours across the organization. It's useful for reviewing payroll accuracy, ensuring compliance with pay rules, and analyzing how different hours modifiers are being used and determining the number of hours being spent on a specific hours modifier (overtime categories, for example).

This is a Resolved Hours report: it accounts for all hours – worked, leave, assignment overlap, and so on – and adjusts as needed so the hours shown match what an employee actually worked or actually took as leave.

BHUBERT		Activity HM Detail By Hours Modifier				Jul 1, 2026 - Oct 6, 2026	
		Branch: Ryan's Disp Center Unit: All Tag: Any All Hours Modifiers					
Modifier Type	Shift Differential						
Date	Employee	Employee ID	Hours	Location	Tags		
Jul 1, 2026	18:00-06:00 Gooden, Dwight	c1135	12:00	Dispatch Center			
Jul 1, 2026	18:00-06:00 Hershisier, Orel	c1119	12:00	Dispatch Center • Supv			
Jul 1, 2026	18:00-06:00 Pujols, Albert	c1142	12:00	Dispatch Center			
Jul 1, 2026	18:00-06:00 Robinson, Brooks	c1148	12:00	Dispatch Center			
Jul 1, 2026	18:00-06:00 Salmon, Tim	c1149	12:00	Dispatch Center			
Jul 1, 2026	18:00-06:00 Trout, Mike	c1160	12:00	Dispatch Center			
Jul 1, 2026	18:00-06:00 Wagner, Honus	c1141	12:00	Dispatch Center			
Jul 2, 2026	18:00-24:00 Aaron, Hank	c1144	06:00	Dispatch Center			
Jul 2, 2026	18:00-24:00 Boggs, Wade	c1139	06:00	Dispatch Center			
Jul 2, 2026	18:00-24:00 Carew, Rod	c1137	06:00	Dispatch Center			
Jul 2, 2026	18:00-24:00 Gwynn, Tony	c1140	06:00	Dispatch Center			
Jul 2, 2026	18:00-24:00 Mathewson, Christy	c1117	06:00	Dispatch Center • Supv			
Jul 2, 2026	18:00-24:00 Pena, Tony	c1152	06:00	Dispatch Center			
Jul 2, 2026	18:00-24:00 Smith, Ozzie	c1153	06:00	Dispatch Center			
Jul 3, 2026	00:00-06:00 Aaron, Hank	c1144	06:00	Dispatch Center			
Jul 3, 2026	18:00-06:00 Aaron, Hank	c1144	12:00	Dispatch Center			
Jul 3, 2026	00:00-06:00 Boggs, Wade	c1139	06:00	Dispatch Center			
Jul 3, 2026	18:00-06:00 Boggs, Wade	c1139	12:00	Dispatch Center			
Jul 3, 2026	00:00-06:00 Carew, Rod	c1137	06:00	Dispatch Center			
Jul 3, 2026	18:00-06:00 Carew, Rod	c1137	12:00	Dispatch Center			
Jul 3, 2026	00:00-06:00 Gwynn, Tony	c1140	06:00	Dispatch Center			
Jul 3, 2026	18:00-06:00 Gwynn, Tony	c1140	12:00	Dispatch Center			
Jul 3, 2026	00:00-06:00 Mathewson, Christy	c1117	06:00	Dispatch Center • Supv			
Jul 3, 2026	18:00-06:00 Mathewson, Christy	c1117	12:00	Dispatch Center • Supv			
Jul 3, 2026	00:00-06:00 Pena, Tony	c1152	06:00	Dispatch Center			
Jul 3, 2026	18:00-06:00 Pena, Tony	c1152	12:00	Dispatch Center			
Jul 3, 2026	00:00-06:00 Smith, Ozzie	c1153	06:00	Dispatch Center			
Jul 3, 2026	18:00-06:00 Smith, Ozzie	c1153	12:00	Dispatch Center			
Jul 4, 2026	18:00-06:00 Aaron, Hank	c1144	12:00	Dispatch Center			
Oct 6, 2026 10:23		ISI Applications Test				Page 1	



On the Beat – When overtime spending draws scrutiny from a chief or city council, Activity HM

Detail by Hours Modifier makes the case. Breaking overtime into hours modifiers – backfill for a vacant position versus contractually mandated categories like sick, vacation, injury, or court – turns a raw overtime total into a clear justification for staffing decisions, such as showing that a single unfilled position is driving thousands of overtime hours a year.

Activity HM Summary by Employee

The Activity HM Summary by Employee report gives a summarized view of activities that have an Hours Modifier attached, sorted by Employee, with a total for each modifier and the total hours for the period you select. It shows each employee's total hours worked under each Hours Modifier type – such as overtime, special event, or other premium pay – for a quick overview of modified hours by employee. It's useful for payroll review, compliance checks, and understanding how modified hours are distributed among employees.

BHubert		Activity HM Summary By Employee		Jul 1, 2026 - Oct 6, 2026	
		Branch: Ryan's PD Filter: All Unit: All All Employees			
Employee ID	ah0013				
Employee	Malloy, Pete Frank				
Hours Modifier					Total Hours
Court Standby					02:00
				Total Hours for Malloy, Pete Frank:	02:00
Employee ID	ah0070				
Employee	Mayer, Chris Harold				
Hours Modifier					Total Hours
Sworn Shift Diff					588:00
				Total Hours for Mayer, Chris Harold:	588:00
Employee ID	ah1190				
Employee	Mejia, Angelica Anna				
Hours Modifier					Total Hours
Sworn Shift Diff					588:00
				Total Hours for Mejia, Angelica Anna:	588:00
Employee ID	ah1690				
Employee	Meyer, Chad Frank				
Hours Modifier					Total Hours
Sworn Shift Diff					588:00
				Total Hours for Meyer, Chad Frank:	588:00
Employee ID	ah0254				
Employee	Murphy, Cheryl Marie				
Hours Modifier					Total Hours
Sworn Shift Diff					588:00
				Total Hours for Murphy, Cheryl Marie:	588:00
Employee ID	ah0187				
Employee	Trapp, Julissa Ann				
Hours Modifier					Total Hours
Court Standby					02:00
Det On-Call					95:00
				Total Hours for Trapp, Julissa Ann:	97:00
				Grand Total:	7155:00

Activity HM Summary by Hours Modifier

The Activity HM Summary by Hours Modifier report gives a summarized view of activities that have an Hours Modifier attached, sorted by Hours Modifier, with a total for each modifier and the total hours for the period you select. It shows the total hours worked under each Hours Modifier type across all employees — such as overtime, special event, or other premium pay — for an organization-wide view of modifier usage. It's useful for analyzing organization-wide use of hours modifiers, supporting payroll processing, and ensuring compliance with pay rules.

This is a Resolved Hours report: it accounts for all hours — worked, leave, assignment overlap, and so on — and adjusts as needed so the hours shown match what an employee actually worked or actually took as leave.

BHubert		Activity HM Summary By Hours Modifier		Jul 1, 2026 - Oct 6, 2026	
		Branch: Ryan's PD Unit: All All Hours Modifiers			
Modifier Type		Court Standby			
Employee	Employee ID			Total Hours	
Malloy, Pete Frank	ah0013			02:00	
Trapp, Julissa Ann	ah0187			02:00	
		Total Hours for Court Standby		04:00	
Modifier Type		Det On-Call			
Employee	Employee ID			Total Hours	
Trapp, Julissa Ann	ah0187			95:00	
		Total Hours for Det On-Call		95:00	
Modifier Type		Sworn Shift Diff			
Employee	Employee ID			Total Hours	
Barraza, George Paul	ah1549			12:00	
Bernard, Kyle Paul	ah1225			12:00	
File, Timi Ann	ah1064			12:00	
Griswold, Jim Paul	ah1589			12:00	
Lawson Jr, Greg Tho	ah1155			12:00	
Meyer, Chad Frank	ah1690			12:00	
Barraza, George Paul	ah1549			12:00	
Bernard, Kyle Paul	ah1225			12:00	
File, Timi Ann	ah1064			12:00	
Griswold, Jim Paul	ah1589			12:00	
Lawson Jr, Greg Tho	ah1155			12:00	
Meyer, Chad Frank	ah1690			12:00	
Blais, Mark John	ah1506			12:00	
Bryant, Curtis Allen	ah1160			12:00	
Lahmon, Aaron Tom	ah1164			12:00	
Mayer, Chris Harold	ah0070			12:00	
Mejia, Angelica Anna	ah1190			12:00	
Murphy, Cheryl Marie	ah0254			12:00	
Blais, Mark John	ah1506			12:00	
Bryant, Curtis Allen	ah1160			12:00	
Lahmon, Aaron Tom	ah1164			12:00	
Mayer, Chris Harold	ah0070			12:00	
Mejia, Angelica Anna	ah1190			12:00	
Murphy, Cheryl Marie	ah0254			12:00	
Blais, Mark John	ah1506			12:00	
Bryant, Curtis Allen	ah1160			12:00	
Lahmon, Aaron Tom	ah1164			12:00	
Mayer, Chris Harold	ah0070			12:00	
Mejia, Angelica Anna	ah1190			12:00	
Murphy, Cheryl Marie	ah0254			12:00	
Barraza, George Paul	ah1549			12:00	
Bernard, Kyle Paul	ah1225			12:00	
File, Timi Ann	ah1064			12:00	
Griswold, Jim Paul	ah1589			12:00	
Lawson Jr, Greg Tho	ah1155			12:00	
Meyer, Chad Frank	ah1690			12:00	
Barraza, George Paul	ah1549			12:00	
Bernard, Kyle Paul	ah1225			12:00	
File, Timi Ann	ah1064			12:00	
Oct 6, 2026 10:29		ISI Applications Test		Page 1	

Activity Request by Activity

The Activity Request by Activity report lists activity requests, sorted by Activity, with a total for the period you select. It includes each request's employee note and any note to the employee, along with approval status, so you can review requests for extra-duty or unscheduled work — such as overtime or special assignments — by activity type. It's useful for monitoring trends, ensuring proper approval and documentation, and supporting payroll or compliance processes tied to activity requests.

BHubert

Activity Request By Activity

Jan 1, 2026 - Sep 5, 2026

Branch: Rebel Alliance PD Filter: All Unit: All Status: All Tag: Any All Activities

Extended Shift

Request Date	Entered On	Hours Modifier	Employee	Employee ID	Employee Note	Status	Note to Employee	Tags
Apr 21, 2026 15:30 - 18:30	Apr 21, 2026 10:12	Overtime 1.5x	Chewbacca, Chewy	InTime004	Report Writing for late case	Approved	dfrohlich	Case Number: 26-25890

Security Detail

Request Date	Entered On	Hours Modifier	Employee	Employee ID	Employee Note	Status	Note to Employee	Tags
Apr 17, 2026 09:00 - 12:00	Apr 21, 2026 10:13	Overtime 1.5x	Chewbacca, Chewy	InTime004		Rejected	dfrohlich Wrong Date Listed	

Activity Request by Employee

The Activity Request by Employee report lists activity requests submitted by employees, sorted by Employee, with a total for the period you select. It shows each request's status along with details such as Activity Type, Location, Date, and Agent, approval status, as well as employee notes and notes to the employee. It's useful for tracking and reviewing employee-submitted requests, and for monitoring status and details for scheduling, payroll, or administrative review.

BHubert

Activity Request By Employee

Jan 1, 2026 - Sep 5, 2026

Branch: Rebel Alliance PD Filter: All Unit: All Status: All Tag: Any All Employees

Employee ID	InTime004	Employee	Chewbacca, Chewy				
Requested Date	Entered On	Activity	Hours Modifier	Employee Note	Status	Note to Employee	Tags
Apr 17, 2026 09:00 - 12:00	Apr 21, 2026 - 10:13	Security Detail	Overtime 1.5x		Rejected	dfrohlich Wrong Date Listed	
Apr 21, 2026 15:30 - 18:30	Apr 21, 2026 - 10:12	Extended Shift	Overtime 1.5x	Report Writing for late case	Approved	dfrohlich	Case Number: 26-25890

Activity Request by Hours Modifier

The Activity Request by Hours Modifier report shows a list of all employees who have worked a shift that contained an hours modifier. For example, it can display an officer who worked a shift with a special event overtime hours modifier. This report is used to help track overtime, special pay rates, or other pay differentials applied to shifts.

BHubert

Activity Request By Hours Modifier

Jan 1, 2026 - Sep 5, 2026

Branch: Rebel Alliance PD Filter: All Unit: All Status: All Tag: Any All Hours Modifiers

Overtime 1.5x

Request Date	Entered On	Activity	Employee	ID	Employee Note	Status	Note to Employee	Tags
Apr 17, 2026 09:00-12:00	Apr 21, 2026-10:13	Security Detail	Chewbacca, Chewy	InTime004		Rejected	dfrohlich Wrong Date Listed	
Apr 21, 2026 15:30-18:30	Apr 21, 2026-10:12	Extended Shift	Chewbacca, Chewy	InTime004	Report Writing for late case	Approved	dfrohlich	Case Number: 26-25890

Activity Summary by Activity

The Activity Summary by Activity report gives a summarized list of activities worked, grouped and sorted by Activity, with the total hours worked for each activity rather than a listing of every individual assignment or employee. It's useful for quickly seeing how much time has been spent on each type of activity across your organization – supporting resource allocation, budgeting, and identifying trends in activity types.

Activity Summary By Activity		
BHHubert		Jul 1, 2026 - Aug 18, 2026
Branch: Bob's PD Unit Based All Hours Modifiers Demands: All All Activities		
Activity	Notes	Hours
Accident Investigations		560:00
Administration 10 hour		2240:00
Administration 8 hour w/ Lunch		560:00
Communications 4/10		280:00
Communications Day Payback		262:30
Communications Day Shift		3025:00
Communications Night Payback		250:00
Communications Night Shift		2887:30
Court on Call		05:00
Criminal Court Appearance		03:00
Day Shift Patrol		4207:30
Day Shift Payback		337:30
Days Patrol Non-Sworn		535:30
Days Payback Non-Sworn		38:00
Detective Days		1680:00
Detective Swing		1960:00
Investigations Non Sworn 8		1400:00
Light Duty 4/10		280:00
Lunch		465:30
Midnight to Noon		252:00
Night Shift Patrol		4775:00
Night Shift Payback		387:30
Nights Patrol Non-Sworn		1029:00
Nights Payback Non-Sworn		171:30
On Call		602:00
Support Services Days Non-Sw		5320:00
Support Services Days Sworn		1680:00
Traffic Aide 8 hr		280:00
Traffic Aide AM		630:00
Traffic Aide Mid		210:00
Traffic Days		1120:00
Traffic Swings		840:00
Grand Total		38274:00

Activity Summary by Employee

The Activity Summary by Employee report gives a summarized list of activities worked, grouped and sorted by Employee, showing the total hours and assignments each employee worked within the date range you select. It's useful for quickly seeing how much time each employee has spent on each type of activity across your organization – supporting resource allocation, identifying trends in activity assignments, and supporting audits or operational reviews.

1. Activity Summary by Employee Example – NEEDS REPLACEMENT

BHubert		Activity Summary By Employee		Jul 1, 2026 - Aug 18, 2026	
Branch: Bob's PD Unit Based Filter: All Unit: All All Hours Modifiers All Employees					
Employee ID	7510				
Employee	Adamson, Margaret				
Activity					Total Hours
Lunch					17:30
Support Services Day					280:00
				Total Hours for Adamson, Margaret:	297:30
Employee ID	1488				
Employee	Aguirre, David				
Activity					Total Hours
Investigations Non Sw					350:00
Lunch					17:30
				Total Hours for Aguirre, David:	367:30
Employee ID	7972				
Employee	Ausums, Scott				
Activity					Total Hours
Support Services Day					280:00
				Total Hours for Ausums, Scott:	280:00
Employee ID	7512				
Employee	Ayres, Richard				
Activity					Total Hours
Administration 10 hou					280:00
				Total Hours for Ayres, Richard:	280:00
Employee ID	1430				
Employee	Bair, Christine				
Activity					Total Hours
Communications Nigh					25:00
Communications Nigh					262:30
				Total Hours for Bair, Christine:	287:30

Assignment Detail by Location

The Assignment Detail by Location report gives a detailed list of assignments and their details, sorted by Location. It shows which assignments have been filled at each location, helping you track staffing coverage and confirm that all locations are properly staffed for specific dates or shifts.

BHubert

Assignment Detail By Location

Jul 1, 2026 - Aug 18, 2026

Branch: Bob's PD Unit Based Filter: All All Locations

Customer

Location Administration Admin

Date	Activity	Assignment	Regular	Location	Employee	External ID	Rank	Unit
Jul 1, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 2, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 6, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 7, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 8, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 9, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 13, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 14, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 15, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 16, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 20, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 21, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 22, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 23, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 27, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 28, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 29, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 30, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Aug 3, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Aug 4, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Aug 5, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Aug 6, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Aug 10, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Aug 11, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Aug 12, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Aug 13, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Aug 17, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Aug 18, 2026	Admin 10	06:00-16:00 10:00	10:00		Ayres, Richard		Sgt	IA
Jul 1, 2026	Admin 10	06:00-16:00 10:00	10:00		Bejines, Robert		Det	IA
Jul 2, 2026	Admin 10	06:00-16:00 10:00	10:00		Bejines, Robert		Det	IA
Jul 6, 2026	Admin 10	06:00-16:00 10:00	10:00		Bejines, Robert		Det	IA
Jul 7, 2026	Admin 10	06:00-16:00 10:00	10:00		Bejines, Robert		Det	IA
Jul 8, 2026	Admin 10	06:00-16:00 10:00	10:00		Bejines, Robert		Det	IA
Jul 9, 2026	Admin 10	06:00-16:00 10:00	10:00		Bejines, Robert		Det	IA
Jul 13, 2026	Admin 10	06:00-16:00 10:00	10:00		Bejines, Robert		Det	IA
Jul 14, 2026	Admin 10	06:00-16:00 10:00	10:00		Bejines, Robert		Det	IA
Jul 15, 2026	Admin 10	06:00-16:00 10:00	10:00		Bejines, Robert		Det	IA
Jul 16, 2026	Admin 10	06:00-16:00 10:00	10:00		Bejines, Robert		Det	IA

Aug 18, 2026 15:32

ISI Applications Test

Page 1

Assignment Summary by Employee

The Assignment Summary by Employee report provides a summary of assignments for each employee, including the total number of assignments. This report is used to quickly review and compare individual employee workloads, helping you identify assignment scheduling patterns, balance assignments, and ensure fair distribution of work.

BHubert

Assignment Summary By Employee

Jul 1, 2026 - Aug 18, 2026

Branch: Bob's PD Unit Based Filter: All All Locations

Employee ID	7510		
Employee	Adamson, Margaret		
Customer	Location	First Date	Last Date
	Support Services	Jul 1, 2026	Aug 18, 2026

Employee ID	1488		
Employee	Aguirre, David		
Customer	Location	First Date	Last Date
	Investigations Division	Jul 1, 2026	Aug 18, 2026

Employee ID	7972		
Employee	Ausums, Scott		
Customer	Location	First Date	Last Date
	Support Services	Jul 1, 2026	Aug 18, 2026

Employee ID	7512		
Employee	Ayres, Richard		
Customer	Location	First Date	Last Date
	Administration	Jul 1, 2026	Aug 18, 2026

Employee ID	1430		
Employee	Bair, Christine		
Customer	Location	First Date	Last Date
	Support Services • Communications • Communications	Jul 1, 2026	Aug 18, 2026

Assignment Summary by Location (CSV optimized)

A summary of assignments, sorted by Location. This report shows the locations where employees worked over a date range you set. If an employee worked in multiple locations during that range, it shows the first and last day for each — it does not break down each date in between; use the Assignment Detail report for that level of detail.

When you sort by Location, assignments list alphabetically, regardless of the order on your location list. Use this to check who worked at a specific location over a set period. You can also sort by Employee, Last Day, or First Day of the assignment. Customer data does not show in this report.

The CSV view is easy to work with and can be re-sorted for your report or project.

BHubert

Assignment Summary By Location

Jul 1, 2026 - Aug 18, 2026

Branch: Bob's PD Unit Based Filter: All All Locations

Customer

Location

Patrol Locations**Patrol**

Employee ID	Employee	Location	First Date	Last Date
8237	Mercado, Hector		Jul 1, 2026	Aug 18, 2026
8248	Mercado, Henry		Jul 1, 2026	Aug 18, 2026
8160	Mermer, Terry		Jul 1, 2026	Aug 18, 2026
8193	Milam, Phil		Jul 2, 2026	Aug 16, 2026
8110	Miller, Cassie		Jul 1, 2026	Aug 18, 2026
7570	Morrow, Richard		Jul 1, 2026	Aug 18, 2026
8214	Morse, Andrew		Jul 1, 2026	Aug 18, 2026
7694	Mount, Eric	Traffic	Jul 1, 2026	Aug 18, 2026
8176	Ortiz, Jesse		Jul 2, 2026	Aug 16, 2026
8202	Pastor, Edward		Jul 1, 2026	Aug 18, 2026
8029	Patopoff, Christopher		Jul 2, 2026	Aug 15, 2026
8081	Paul, Brock		Jul 2, 2026	Aug 15, 2026
7751	Perera, Ravi		Jul 1, 2026	Aug 18, 2026
8233	Presti, Cameron		Jul 1, 2026	Aug 18, 2026
8241	Rabago, Sergio	Traffic	Jul 1, 2026	Aug 18, 2026
8246	Reed, Sebastian		Jul 1, 2026	Aug 18, 2026
8095	Regalado, Nathan		Jul 2, 2026	Aug 15, 2026
7770	Ruiz, Paul		Jul 1, 2026	Aug 18, 2026
1392	Sanchez, Andrew		Jul 1, 2026	Aug 18, 2026
8141	Shaheen, Shaheen		Jul 2, 2026	Aug 16, 2026
7779	Swift, Jeffrey		Jul 2, 2026	Aug 15, 2026
8073	Taveras, Rafael		Jul 1, 2026	Aug 18, 2026
8114	Tran, Thuan		Jul 1, 2026	Aug 18, 2026
7851	Wintersole, Michael	Traffic	Jul 1, 2026	Aug 18, 2026
8152	Yu, Angus		Jul 1, 2026	Aug 18, 2026

Customer

Location

Support Services**Support**

Employee ID	Employee	Location	First Date	Last Date
7510	Adamson, Margaret		Jul 1, 2026	Aug 18, 2026
7972	Ausums, Scott		Jul 1, 2026	Aug 18, 2026
1430	Bair, Christine	Communications Center	Jul 1, 2026	Aug 18, 2026
1402	Barbosa, Jesus	Communications Center	Jul 1, 2026	Aug 18, 2026
8260	Barraza, Brenna	Communications Center	Jul 1, 2026	Aug 18, 2026
7515	Bartlett, Christen	Communications Center	Jul 1, 2026	Aug 18, 2026
1686	Bashta, Cameron	Communications Center	Jul 1, 2026	Aug 18, 2026
7516	Beckmann, Ceilia		Jul 1, 2026	Aug 18, 2026
8145	Berry, Allison		Jul 1, 2026	Aug 18, 2026

Court Request by Employee (Additional Module)

The Court Request by Employee report lists court requests and their status, sorted by Employee, with details such as Activity Type, Location, Date, and Agent. It gives detailed court assignment information from the Court Module (Requests), including whether each request was approved, rejected, trailed, or cancelled. You can refine it using filters such as unit, status, and tracking category, and it shows any tags programmed in the Court Module.

NOTE: The Court Request by Employee report will not capture any court overtime submitted by the officer using an activity request with an hours modifier. It only captures Court Requests from the Court Module.

It's used to track and review all court-related requests submitted by employees, making it easier to monitor status and details for scheduling, payroll, or administrative review.

BHubert

Court Request By Employee

Jul 1, 2026 - Aug 18, 2026

Branch: Bob's PD Unit Based Filter: All Unit: All Status: All Tag: Any All Employees

Employee ID	8169	Employee	Blum, Greg					
Customer	Agent	Requested Date	Entered On	Cancelled	Activity	Location	Status	Tags
District Attorney	Bob Cote	Jul 20, 2026 09:00 - 11:00	Jul 13, 2026 11:07		Court on Call	Criminal Court	Approved	
District Attorney	Bob Cote	Jul 21, 2026 09:00 - 11:00	null		Criminal Court Appearance	Criminal Court	Unsubmitted	
District Attorney	Bob Cote	Jul 21, 2026 09:00 - 11:00	Jul 13, 2026 10:51		Court on Call	Criminal Court	Approved	Subpoena Number: 26-2569874 DR Number: 26-0569 Offense Date: 02/22/26 Prosecutor: Frederickton, Fred Charge: PC 288a Defendant / Respondent Name: Jones, Jim
District Attorney	Cote	Jul 30, 2026 09:00 - 12:00	Jul 24, 2026 11:46		Criminal Court Appearance	Criminal Court	Approved	DR Number: 25-9996
District Attorney	Bob Cote	Aug 11, 2026 09:00 - 12:00	Aug 5, 2026 10:30		Court on Call	Criminal Court	Approved	Charge: VC 23152(a) Defendant / Respondent Name: Harris, Frank DR Number: 26-1054 Offense Date: 4-27-2026 Prosecutor: Jones, Francis Subpoena Number: WM467681321685
District Attorney	Cote	Aug 18, 2026 09:00 - 12:00	Aug 5, 2026 10:40		Criminal Court Appearance	Criminal Court	Rejected	DR Number: 25-9995
District Attorney	Cote	Aug 18, 2026 09:00 - 12:00	Aug 5, 2026 10:42		Criminal Court Appearance	Criminal Court	Rejected	DR Number: 25-9995
District Attorney	Cote	Aug 18, 2026 09:00 - 12:00	Aug 5, 2026 10:43		Criminal Court Appearance	Criminal Court	Rejected	DR Number: 25-9995
District Attorney	Cote	Aug 18, 2026 09:00 - 12:00	Aug 5, 2026 12:18		Criminal Court Appearance	Criminal Court	Rejected	DR Number: 25-9995
District Attorney	Bob Cote	Aug 18, 2026 09:00 - 12:00	Aug 14, 2026 13:12		Criminal Court Appearance	Criminal Court	Pending	Defendant / Respondent Name: Gloria, Gregory DR Number: 26-1568 Offense Date: 4-25-2026 Charge: PC 261 Prosecutor: Clark, Mark Subpoena Number: WM-26-265894

Employee Last Date Scheduled (CSV optimized)

The Employee Last Date Scheduled report shows the last date each employee is scheduled to work. It's used to quickly identify when employees have their final scheduled assignment – especially helpful when managing departures, retirements, or terminations, so any future assignments or leave beyond an employee's last working day can be reviewed and cleared as needed.

Note: If an employee's employment is expired, any future assignments will automatically be cancelled in the work schedule.

You can sort by unit. The list itself sorts alphabetically rather than by date, but the CSV view is easy to re-sort.

BHUBert	Employee Last Date Scheduled				Jul 1, 2026
Branch: Bob's PD Unit Based Filter: All Unit: All All Employees					
Full Name	Customer Ref.	Location	Date	Actual Times	Hours
Adamson, Margaret		Support Services	Jan 21, 2027	06:00-14:30	08:30
Aguirre, David		Investigations Division	Jan 21, 2027	06:00-16:30	10:30
Ausums, Scott		Support Services	Jan 21, 2027	06:00-16:00	10:00
Ayres, Richard		Administration	Jan 21, 2027	06:00-16:00	10:00
Bair, Christine		Communications Center	Jan 20, 2027	17:30-06:00	12:30
Baldwin, Darrell		Investigations Division	Jan 21, 2027	06:00-16:00	10:00
Baldwin, Jennifer		Traffic	Jan 21, 2027	06:00-12:00	06:00
Barbosa, Jesus		Communications Center	Jan 20, 2027	05:30-18:00	12:30
Barraza, Brenna		Communications Center	Jan 20, 2027	05:30-18:00	12:30
Bartlett, Christen		Communications Center	Jan 20, 2027	05:30-18:00	12:30
Bashta, Cameron		Communications Center	Jan 20, 2027	17:30-06:00	12:30
Beckmann, Ceilia		Support Services	Jan 21, 2027	06:00-14:30	08:30
Bejines, Robert		Administration	Jan 21, 2027	06:00-16:00	10:00
Bery, Allison		Support Services	Jan 21, 2027	06:00-14:30	08:30
Birozy, David		Administration	Jan 21, 2027	06:00-16:00	10:00
Bish, Edward		Investigations Division	Jan 21, 2027	06:00-16:00	10:00
Block, Robb		Traffic	Jan 21, 2027	06:00-16:00	10:00
Blum, Greg		Patrol Locations	Jan 19, 2027	05:30-18:00	12:30
Bohen, Robert		Patrol Locations	Jan 21, 2027	17:30-06:00	12:30
Bowlin, Ross		Support Services	Jan 21, 2027	06:00-16:00	10:00
Brewer, Jim		Support Services	Jan 21, 2027	06:00-16:00	10:00
Brintle, Gregory		Traffic	Jan 21, 2027	06:00-16:00	10:00
Brioso, Aja		Communications Center	Jan 21, 2027	05:30-18:00	12:30
Brioso, Omar		Communications Center	Jan 20, 2027	17:30-06:00	12:30
Brown, Bryan		Traffic	Jan 21, 2027	06:00-12:00	06:00
Bruce, Thomas		Administration	Jan 21, 2027	06:00-16:00	10:00
Buckels, Shannon		Support Services	Jan 21, 2027	06:00-14:30	08:30
Bulone, A		Patrol Locations	Jan 21, 2027	05:30-18:00	12:30
Burks, John		Patrol Locations	Jan 21, 2027	17:30-06:00	12:30
Bushmann, Christopher		Communications Center	Jan 20, 2027	05:30-18:00	12:30
Bustillos, Ryan		Traffic	Jan 21, 2027	06:00-16:00	10:00
Carlson, Erik		Patrol Locations	Jan 21, 2027	17:30-06:00	12:30
Carpenter, Kelly Jame		Patrol Locations	Jan 20, 2027	05:30-18:00	12:30
Carrillo, Juan		Investigations Division	Jan 21, 2027	12:00-22:00	10:00
Carrillo, Mary		Support Services	Jan 21, 2027	06:00-14:30	08:30
Celmer, Jason		Support Services	Jan 21, 2027	06:00-14:30	08:30
Charland, Matthew		Patrol Locations	Jan 21, 2027	17:30-06:00	12:30
Clemons, Mark		Patrol Locations	Jan 21, 2027	05:30-18:00	12:30

Employee Schedule by Week

The Employee Schedule by Week report shows one employee's schedule, one week at a time — with a separate box for each location if they worked multiple locations on the same date. It's useful for reviewing weekly staffing, confirming adequate coverage, and spotting scheduling gaps or conflicts for individual employees.

Print this report for employees without InTime access: it breaks the schedule into one-week blocks with a page break for each, making it easy to hand out as a physical schedule. It's also useful for correctional facilities that schedule facility staff but don't want them to see correctional staff schedules.

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Employee Schedule by Week

Jul 1, 2026

Branch: Bob's PD Unit Based Filter: All Unit: All All Employees

Employee: Adamson, Margaret

Employee ID: 7510

Jun 28, 2026	Jun 29, 2026	Jun 30, 2026	Jul 1, 2026	Jul 2, 2026	Jul 3, 2026	Jul 4, 2026
	SS D NS 06:00 - 14:30 Support Front Counter Staff	SS D NS 06:00 - 14:30 Support Front Counter Staff	SS D NS 06:00 - 14:30 Support Front Counter Staff	SS D NS 06:00 - 14:30 Support Front Counter Staff	SS D NS 06:00 - 14:30 Support Front Counter Staff	

Employee Utilization (CSV optimized)

This report finds employees available to work who have fewer scheduled hours than a maximum you set for the date range. It lists those employees and their total scheduled hours for that range. It will also list the total number of scheduled hours, the number of actual regular hours worked, and the difference for any employees who were scheduled during the time period selected. If you're not using Find List Organizers, this is a quick way to see who's available under the hours threshold you set. You can also print it as a roster for an acting supervisor who doesn't have InTime access for a period — contact numbers entered in the employee profile show up here for quick reference.

The report sorts by scheduled hours first; use the CSV view if you need a different sort order.

BHubert

Employee Utilization

Jan 1, 2026 - Oct 6, 2026

Branch: Aaron's PD Filter: All

Max Hours: 40:00

Employee ID	Full Name	Contact	Scheduled	Regular	Difference
APD024	Patton, George		874:00	02:00	872:00
OH12	Dash-test, Dash				00:00
Hyphen	Hyphen-Test, Test				00:00
APD004	Ratched, Nurse		872:00	00:00	872:00
APD011	Ripley, Ellen				00:00
OH367	Testing, Test				00:00
oh13	period.test, test				00:00
Total Employees: 7			1746:00	02:00	1744:00

Find Usage by Location

The Find Usage by Location report lists assignments filled using a Find List Organizer, sorted by Location. It shows detailed information on how Find Lists were used to assign or decline staff for assignments at each location — useful for agencies using post-based scheduling who need to see which staff were filled or declined for an assignment, and for tracking the effectiveness and frequency of Find List usage across locations. If programed in the system ,it will also show reasons why a posting was declined.

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Find Usage By Location

Jan 1, 2026 - Sep 5, 2026

Branch: Rebel Alliance PD Filter: All All Locations

Location

Blue Squadron

Date	Employee	Employee ID	Find List Organizer	Activity	Hours	Status	Reason	User	Filled/Declined
May 17, 2026	Darklighter, Biggs	InTime045	Find: First Come First Se Blue - Day Shift 05:30-15:		10.0	Filled		dfrohlich	May 14, 2026 - 09:33
Total Decline Hours:					0.0				
Total Fill Hours:					10.0				

Location

Green Squadron

Date	Employee	Employee ID	Find List Organizer	Activity	Hours	Status	Reason	User	Filled/Declined
Mar 12, 2026	Skywalker, Luke	InTime014	Find: First Come First Se Green - Mid Shift 11:00-21		10.0	Declined	No response	dfrohlich	Mar 20, 2026 - 11:32
Mar 25, 2026	Fett, Bo	InTime022	Find: First Come First Se Gold - Swing Shift 14:30-0		10.0	Filled		dfrohlich	Mar 24, 2026 - 09:42
Total Decline Hours:					10.0				
Total Fill Hours:					10.0				

Location

Traffic Squadron

Date	Employee	Employee ID	Find List Organizer	Activity	Hours	Status	Reason	User	Filled/Declined
Feb 21, 2026	3PO, C	InTime031	Find: Mandate	Traffic - Swing Shift 12:00-	12.0	Filled		dfrohlich	Mar 4, 2026 - 10:50
Feb 21, 2026	Solo, Han AKA - Harris	InTime017	Find: Mandate	Traffic - Swing Shift 12:00-	12.0	Filled		dfrohlich	Mar 4, 2026 - 10:51
Total Decline Hours:					0.0				
Total Fill Hours:					24.0				

Find Usage Calculator Detail by Employee

The Find Usage Calculator Detail by Employee report shows detailed Find List usage information for each employee. It includes a Starting Balance (based on the report's start date), Debit, Credit, and Balance columns, and records of Fill, Declined, and Set actions with the user, date, and time for each. It's used to review and audit how Find List usage calculators affect each employee's eligibility and ranking for assignments – providing transparency and accountability in overtime and assignment distribution.

Note: this report will only provide information for usage calculators where “Use Current” is selected when calculating the recurrence pattern.

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Find Usage Calculator Detail By Employee

Branch: Ryan's PD Filter: All Unit: All Usage Calculator: All All Employees

Jul 1, 2026

Note: Usage Calculator Sources with an Activity/Location filter do not appear in this report and will not be reflected in the balance

Note: This report will only include Usage Calculators that calculate using Include Current

Employee ID

ah0233

Employee

Aquino, Mike John

Usage Calculator

Mandatory & Vol OT Hours Jan 1

Date	Location	Activity	Status	Debit	Credit	Balance	User	Filled/Assigned/Set
Jul 1, 2026		Starting balance				0.0		
				Total Balance:		0.0		

Usage Calculator

Seniority

Date	Location	Activity	Status	Debit	Credit	Balance	User	Filled/Assigned/Set
Jul 1, 2026		Starting balance				859.5		
Jul 1, 2026	Patrol	Day Shift	06:00-18:00	Filled	+12.0	871.5	rtozzie	Apr 21, 2026 - 06:06
				Total Balance:		871.5		

Employee ID

ah1549

Employee

Barraza, George Paul

Usage Calculator

Mandatory & Vol OT Hours Jan 1

Date	Location	Activity	Status	Debit	Credit	Balance	User	Filled/Assigned/Set
Jul 1, 2026		Starting balance				0.0		
				Total Balance:		0.0		

Usage Calculator

Seniority

Date	Location	Activity	Status	Debit	Credit	Balance	User	Filled/Assigned/Set
Jul 1, 2026		Starting balance				858.5		
Jul 1, 2026	Patrol	Night Shift	18:00-06:00	Filled	+12.0	870.5	rtozzie	Apr 21, 2026 - 06:06

Aug 18, 2026 15:45

ISI Applications Test

Page 1

Find Usage Declines by Reason

The Find Usage Declines by Reason report gives a detailed list of employees who were declined assignments through a Find List Organizer, grouped and sorted by decline reason. It's used to analyze why assignments are decline — helping you see the range of reasons staff give for turning one down, spot common patterns, and address potential scheduling or policy issues. It's also useful when a supervisor needs to quickly pick someone else for an assignment.

BHubert	Find Usage Declines By Reason							Jan 1, 2026 - Sep 5, 2026	
Branch: Rebel Alliance PD All Declines									
Decline	No response								
Date	Employee	Employee ID	Location	Find List Organizer	Activity	Hours	User	Declined	
Mar 12, 2026	Skywalker, Luke	InTime014	Green Squadron	First Come First Served	Green - Mid Shift 11:00-21:00	10.0	dfrohlich	Mar 20, 2026 - 11:32	
						Total Decline Hours:	10.0		
Decline	Schedule Conflict								
Date	Employee	Employee ID	Location	Find List Organizer	Activity	Hours	User	Declined	
Apr 2, 2026	Organa, Leia	InTime050	Blue Squadron	Seniority Based	Blue - Night Shift 17:00-00:00	7.0	lorgana	Apr 5, 2026 - 09:14	
Apr 9, 2026	Kenobi, Ben	InTime010	Blue Squadron	Seniority Based	Blue - Night Shift 17:00-00:00	7.0	bkenobi	Apr 10, 2026 - 16:47	
						Total Decline Hours:	14.0		
Decline	Insufficient Rest Period								
Date	Employee	Employee ID	Location	Find List Organizer	Activity	Hours	User	Declined	
May 14, 2026	Skywalker, Anakin	Intime0011	Red Squadron	First Come First Served	Red - Night Shift 00:00-08:00	8.0	askywalker	May 15, 2026 - 22:03	
						Total Decline Hours:	8.0		

Find Usage Details by Employee

The Find Usage Detail by Employee report gives a detailed list of assignments filled through a Find List Organizer, sorted by Employee. It can also be sorted by filters, units, or specific Find List Organizers. It's used to track which employees have been assigned shifts through the Find List process — helping you monitor assignment distribution and ensure fairness or compliance with scheduling policies.

BHubert

Find Usage Detail By Employee

Jan 1, 2026 - Sep 5, 2026

Branch: Rebel Alliance PD Filter: All Unit: All Find List Organizer: All All Employees

Employee ID

InTime031

Employee

3PO, C

Date	Location	Find List Organizer	Activity	Hours	Status	Reason	User	Filled/Declined
Feb 21, 2026	Traffic Squadron	Find: Mandate	Traffic - Swing Shift 12:00-24:00	12.0	Filled		dfrohlich	Mar 4, 2026 - 10:50
				Total Decline Hours:	0.0			
				Total Fill Hours:	12.0			

Employee ID

InTime045

Employee

Darklighter, Biggs

Date	Location	Find List Organizer	Activity	Hours	Status	Reason	User	Filled/Declined
May 17, 2026	Blue Squadron	Find: First Come First Ser	Blue - Day Shift 05:30-15:30	10.0	Filled		dfrohlich	May 14, 2026 - 09:33
				Total Decline Hours:	0.0			
				Total Fill Hours:	10.0			

Employee ID

InTime022

Employee

Fett, Bo

Date	Location	Find List Organizer	Activity	Hours	Status	Reason	User	Filled/Declined
Mar 25, 2026	Green Squadron	Find: First Come First Ser	Gold - Swing Shift 14:30-00:30	10.0	Filled		dfrohlich	Mar 24, 2026 - 09:42
				Total Decline Hours:	0.0			
				Total Fill Hours:	10.0			

Employee ID

InTime014

Employee

Skywalker, Luke

Date	Location	Find List Organizer	Activity	Hours	Status	Reason	User	Filled/Declined
Mar 12, 2026	Green Squadron	Find: First Come First Ser	Green - Mid Shift 11:00-21:00	10.0	Declined	No response	dfrohlich	Mar 20, 2026 - 11:32
				Total Decline Hours:	10.0			
				Total Fill Hours:	0.0			

Employee ID

InTime017

Employee

Solo, Han AKA - Harrison Ford

Date	Location	Find List Organizer	Activity	Hours	Status	Reason	User	Filled/Declined
Feb 21, 2026	Traffic Squadron	Find: Mandate	Traffic - Swing Shift 12:00-24:00	12.0	Filled		dfrohlich	Mar 4, 2026 - 10:51
				Total Decline Hours:	0.0			
				Total Fill Hours:	12.0			

Aug 19, 2026 15:41

ISI Applications Test

Page 1

Aug 19, 2026 15:41

ISI Applications Test

Page 1

Hours Alert by Employee

The Hours Alerts by Employee report lists alerts related to assignments worked, sorted by Employee. It's used to monitor and review scheduling alerts — such as overtime, fatigue, or other threshold breaches — associated with each employee's assignments. This helps schedulers quickly identify employees who may be exceeding work limits or triggering alerts, supporting compliance and employee wellness.

BHubert		Hours Alerts By Employee						Jul 1, 2026
		Branch: Ryan's PD Filter: All Unit: All All Employees						
Employee		Date	Actual Times	Activity	Location	Rank	Unit	Alert
ah0233	Aquino, Mike John	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1549	Barraza, George Paul	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1225	Bernard, Kyle Paul	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1506	Blais, Mark John	Jul 1, 2026						Missing Timesheet - Not Submitted
ah0487	Blazek, Robert John	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1160	Bryant, Curtis Allen	Jul 1, 2026						Missing Timesheet - Not Submitted
ah0015	Callahan, Harry Peter	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1300	Castro, Rich Allen	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1064	Fife, Timi Ann	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1608	Frias, Juan Paul	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1060	Galvan, Alisha Ann	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1589	Griswold, Jim Paul	Jul 1, 2026						Missing Timesheet - Not Submitted
ah0936	Harris, Scott Frank	Jul 1, 2026						Missing Timesheet - Not Submitted
ah0188	Imperial, Jeffrey John	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1164	Lahmon, Aaron Tom	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1155	Lawson Jr, Greg Tho	Jul 1, 2026						Missing Timesheet - Not Submitted
ah0245	Linn, Bruce John	Jul 1, 2026						Missing Timesheet - Not Submitted
ah0013	Malloy, Pete Frank	Jul 1, 2026						Missing Timesheet - Rejected
ah0080	Martin, Harold Thoma	Jul 1, 2026						Missing Timesheet - Not Submitted
ah0070	Mayer, Chris Harold	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1082	Medina, Happy Joe	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1190	Mejia, Angelica Anna	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1690	Meyer, Chad Frank	Jul 1, 2026						Missing Timesheet - Not Submitted
ah0254	Murphy, Cheryl Marie	Jul 1, 2026						Missing Timesheet - Not Submitted
ah1080	Nunez, Amador Palo	Jul 1, 2026						Missing Timesheet - Not Submitted
ah0012	Reed, Jim Allen	Jul 1, 2026						Missing Timesheet - Not Submitted
ah0165	Sharkey, Jack Aaron	Jul 1, 2026						Missing Timesheet - Not Submitted
ah0222	Smith, Lee Flyod	Jul 1, 2026						Missing Timesheet - Not Submitted
ah0187	Trapp, Julissa Ann	Jul 1, 2026						Missing Timesheet - Not Submitted
ah0154	Whitlock, Amy Marie	Jul 1, 2026						Missing Timesheet - Not Submitted

Hours Detail by Activity (CSV Optimized)

The Hours Detail by Activity report gives a detailed breakdown of hours worked, grouped by Activity, summarizing all hours by type for each activity. It can be filtered using your demand filters. It's used to review and analyze how much time employees have spent on specific activities – useful for tracking resource allocation, project time, or specific activity-based costing (For example, grants) within your organization.

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Hours Detail By Activity

Jul 1, 2026

Branch: Ryan's PD Demands: All All Activities

Activity		Day Shift		Hours								
Date	Employee	Location	Rank	Unit	Length	Leave	Unpaid	Standby	Regular	Extra	Premium	Banked
Jul 1, 2026	06:00-18:00	Aquino, Mike John	Patrol	Officer	12:00				12:00			
Jul 1, 2026	06:00-18:00	Galvan, Alisha Ann	Patrol	Officer	12:00				12:00			
Jul 1, 2026	06:00-18:00	Harris, Scott Frank	Patrol	Officer	12:00				12:00			
Jul 1, 2026	06:00-18:00	Malloy, Pete Frank	Patrol	Officer	12:00				12:00			
Jul 1, 2026	06:00-18:00	Nunez, Amador Palo	Patrol	Officer	12:00				12:00			
Jul 1, 2026	06:00-18:00	Reed, Jim Allen	Patrol	Sgt	12:00				12:00			
					72:00	00:00	00:00	00:00	72:00	00:00	00:00	00:00

Activity		Detective Day		Hours								
Date	Employee	Location	Rank	Unit	Length	Leave	Unpaid	Standby	Regular	Extra	Premium	Banked
Jul 1, 2026	06:00-16:00	Blazek, Robert John	Main Station	Officer	10:00				10:00			
Jul 1, 2026	06:00-16:00	Linn, Bruce John	Main Station	Officer	10:00				10:00			
Jul 1, 2026	06:00-16:00	Trapp, Julissa Ann	Main Station	Officer	10:00				10:00			
Jul 1, 2026	06:00-16:00	Whitlock, Amy Marie	Main Station	Officer	10:00				10:00			
					40:00	00:00	00:00	00:00	40:00	00:00	00:00	00:00

Activity		Detective Sgt Day		Hours								
Date	Employee	Location	Rank	Unit	Length	Leave	Unpaid	Standby	Regular	Extra	Premium	Banked
Jul 1, 2026	06:00-16:00	Sharkey, Jack Aaron	Main Station	Sgt	10:00				10:00			
Jul 1, 2026	06:00-16:00	Smith, Lee Flyod	Main Station	Sgt	10:00				10:00			
					20:00	00:00	00:00	00:00	20:00	00:00	00:00	00:00

Activity		Night Shift		Hours								
Date	Employee	Location	Rank	Unit	Length	Leave	Unpaid	Standby	Regular	Extra	Premium	Banked
Jul 1, 2026	18:00-06:00	Barraza, George Paul	Patrol	Officer	12:00				12:00			
	18:00-06:00		Patrol	Officer	12:00					*SHDI	12:00	
Jul 1, 2026	18:00-06:00	Bernard, Kyle Paul	Patrol	Sgt	12:00				12:00			
	18:00-06:00		Patrol	Sgt	12:00					*SHDI	12:00	
Jul 1, 2026	18:00-06:00	Fife, Timi Ann	Patrol	Officer	12:00				12:00			
	18:00-06:00		Patrol	Officer	12:00					*SHDI	12:00	
Jul 1, 2026	18:00-06:00	Griswold, Jim Paul	Patrol	Officer	12:00				12:00			

Aug 19, 2026 08:21

ISI Applications Test

Page 1

Hours Detail by Employee (CSV Optimized)

Scheduled hours by employee, broken into Regular, Overtime, Comp Time, Holiday, and Other (Leave) hours. This is a key report for tracking overtime by employee, giving a detailed view of how each employee's time is allocated across hour types – useful for monitoring individual work patterns, ensuring compliance with labor agreements, and supporting payroll and scheduling accuracy.

Like a timecard, this report breaks down an employee's activities, leave, and hours modifiers for the date range you select. If you select multiple employees, grand totals appear at the bottom of the report.

Use it to compare hours across a unit or squad: it shows each employee's details, then an overall summary for the unit. When you select multiple employees, the bottom of the report also lists how many had overtime in the date range.

Note: Although information in this report may duplicate what is in an employee's timecard, keep in mind the data may be different as the timecard is a snapshot of time when submitted and the schedule may have been modified after submittal. This report will reflect what is in the schedule at the time of creation.

For best results, keep Leave and Hours Modifier codes to a short, three-character form so they're easy to tell apart.

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Hours Detail By Employee

Jul 1, 2026

Branch: Ryan's PD Filter: All Unit: All Demands: All All Employees

Employee ID **ah0233**
Employee **Aquino, Mike John**

Rank **Officer**
Unit **Shift A Officers**

		Hours										
Date	Activity	Rank	Unit	Location	Length	Leave	Unpaid	Standby	Regular	Extra	Premium	Banked
Jul 1, 2026	06:00-18:00			Patrol	12:00				12:00			
Total Hours					12:00				12:00			

Employee ID **ah1549**
Employee **Barraza, George Paul**

Rank **Officer**
Unit **Shift C Officers**

		Hours										
Date	Activity	Rank	Unit	Location	Length	Leave	Unpaid	Standby	Regular	Extra	Premium	Banked
Jul 1, 2026	18:00-06:00			Patrol	12:00				12:00			
	18:00-06:00			Patrol	12:00					*SHDI	12:00	
Jul 1, 2026 18:00-06:00					24:00				12:00		12:00	
Total Hours					24:00				12:00		12:00	
									Premium			
									Sworn Shift Diff	12:00		
										12:00		

Employee ID **ah1225**
Employee **Bernard, Kyle Paul**

Rank **Sergeant**
Unit **Shift C Supervisors**

		Hours										
Date	Activity	Rank	Unit	Location	Length	Leave	Unpaid	Standby	Regular	Extra	Premium	Banked
Jul 1, 2026	18:00-06:00			Patrol	12:00				12:00			
	18:00-06:00			Patrol	12:00					*SHDI	12:00	
Jul 1, 2026 18:00-06:00					24:00				12:00		12:00	
Total Hours					24:00				12:00		12:00	
									Premium			
									Sworn Shift Diff	12:00		
										12:00		

Hours Detail by Location (CSV Optimized)

The Hours Detail by Location report shows scheduled hours by location, with subtotals by employee. Hours are separated into categories such as Regular, Overtime, Comp Time, Holiday, and Other (Leave). It's useful for identifying overtime and other hour types by location, helping you analyze staffing levels, manage costs, and ensure proper coverage at each site.

BHubert

Hours Detail By Location

Branch: Rebel Alliance PD

Filter: All

All Locations

Jul 1, 2026

Customer

Location

Internal

Date	Employee	Activity	Location	Rank	Unit	Hours							
Length	Leave	Unpaid	Standby	Regular	Extra	Premium	Banked						
Jul 1, 2026	05:30-15:30	Gaillia, Adi	Day	Blue Squadron	OFC	10:00				10:00			
Jul 1, 2026	05:30-15:30	Antillies, Wedge	Day	Blue Squadron	OFC	10:00				10:00			
Jul 1, 2026	05:30-15:30	Solo, Han AKA - Harrison Ford	Day	Blue Squadron	SGT	10:00				10:00			
Jul 1, 2026	05:30-15:30	Ackbar, Admiral	Day	Blue Squadron	CMD	10:00				10:00			
Blue Squadron						40:00	00:00	00:00	00:00	40:00	00:00	00:00	00:00
Jul 1, 2026	11:00-21:00	Darklighter, Biggs	Mid	Green Squadron	OFC	10:00				10:00			
Jul 1, 2026	11:00-21:00	Dameron, Poe	Mid	Green Squadron	SGT	10:00				10:00			
Jul 1, 2026	11:00-21:00	Amidala, Padme	Mid	Green Squadron	Lt	10:00				10:00			
Jul 1, 2026	11:00-21:00	Holdo, Amilyn AKA Laura Dern	Mid	Green Squadron	OFC	10:00				10:00			
Jul 1, 2026	11:00-21:00	Windu, Mace	Mid	Green Squadron	OFC	10:00				10:00			
Green Squadron						50:00	00:00	00:00	00:00	50:00	00:00	00:00	00:00
Jul 1, 2026	20:30-06:30	Secura, Aayla	Night	Red Squadron	OFC	10:00				10:00			
Jul 1, 2026	20:30-06:30	Jinn, Qui-Gon	Night	Red Squadron	SGT	10:00				10:00			
Red Squadron						20:00	00:00	00:00	00:00	20:00	00:00	00:00	00:00
Jul 1, 2026	06:00-18:00	Kryze, Bo-Katan	TRF - D	Traffic Squadron	SGT	12:00				12:00			
Traffic Squadron						12:00	00:00	00:00	00:00	12:00	00:00	00:00	00:00
Internal						122:00	00:00	00:00	00:00	122:00	00:00	00:00	00:00
						122:00	00:00	00:00	00:00	122:00	00:00	00:00	00:00

Hours Detail Employee by Location

The Hours Detail Employee by Location report combines the Hours Detail by Employee and Hours Detail by Location reports. It gives a detailed breakdown of scheduled hours for each employee, organized by location, separated into categories such as Regular, Overtime, Comp Time, Holiday, and Other (Leave). It's used to analyze both employee-specific and location-specific scheduling data – making it easier to identify overtime, manage staffing, and ensure compliance with scheduling policies across different locations.

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Hours Detail Employee By Location

Jul 1, 2026

Branch: Rebel Alliance PD Filter: All All Locations

Customer

Location Internal

Date	Employee	Activity	Location	Rank	Unit	Length	Hours						
							Leave	Unpaid	Standby	Regular	Extra	Premium	Banked
Jul 1, 2026	05:30-15:30	Ackbar, Admiral	Day	Blue Squadron	CMD	10:00				10:00			
				Ackbar, Admiral		10:00	00:00	00:00	00:00	10:00	00:00	00:00	00:00
Jul 1, 2026	11:00-21:00	Amidala, Padme	Mid	Green Squadron	Lt	10:00				10:00			
				Amidala, Padme		10:00	00:00	00:00	00:00	10:00	00:00	00:00	00:00
Jul 1, 2026	05:30-15:30	Antillies, Wedge	Day	Blue Squadron	OFC	10:00				10:00			
				Antillies, Wedge		10:00	00:00	00:00	00:00	10:00	00:00	00:00	00:00
Jul 1, 2026	11:00-21:00	Dameron, Poe	Mid	Green Squadron	SGT	10:00				10:00			
				Dameron, Poe		10:00	00:00	00:00	00:00	10:00	00:00	00:00	00:00
Jul 1, 2026	11:00-21:00	Darklighter, Biggs	Mid	Green Squadron	OFC	10:00				10:00			
				Darklighter, Biggs		10:00	00:00	00:00	00:00	10:00	00:00	00:00	00:00
Jul 1, 2026	05:30-15:30	Gaillia, Adi	Day	Blue Squadron	OFC	10:00				10:00			
				Gaillia, Adi		10:00	00:00	00:00	00:00	10:00	00:00	00:00	00:00
Jul 1, 2026	11:00-21:00	Holdo, Amilyn AKA Laura Dern	Mid	Green Squadron	OFC	10:00				10:00			
				Holdo, Amilyn AKA Laura Dern		10:00	00:00	00:00	00:00	10:00	00:00	00:00	00:00
Jul 1, 2026	20:30-06:30	Jinn, Qui-Gon	Night	Red Squadron	SGT	10:00				10:00			
				Jinn, Qui-Gon		10:00	00:00	00:00	00:00	10:00	00:00	00:00	00:00
Jul 1, 2026	06:00-18:00	Kryze, Bo-Katan	TRF - D	Traffic Squadron	SGT	12:00				12:00			
				Kryze, Bo-Katan		12:00	00:00	00:00	00:00	12:00	00:00	00:00	00:00
Jul 1, 2026	20:30-06:30	Secura, Aayla	Night	Red Squadron	OFC	10:00				10:00			
				Secura, Aayla		10:00	00:00	00:00	00:00	10:00	00:00	00:00	00:00
Jul 1, 2026	05:30-15:30	Solo, Han AKA - Harrison Ford	Day	Blue Squadron	SGT	10:00				10:00			
				Solo, Han AKA - Harrison Ford		10:00	00:00	00:00	00:00	10:00	00:00	00:00	00:00
Jul 1, 2026	11:00-21:00	Windu, Mace	Mid	Green Squadron	OFC	10:00				10:00			
				Windu, Mace		10:00	00:00	00:00	00:00	10:00	00:00	00:00	00:00
				Internal		122:00	00:00	00:00	00:00	122:00	00:00	00:00	00:00
						122:00	00:00	00:00	00:00	122:00	00:00	00:00	00:00

Hours Summary by Employee

The Hours Summary by Employee report provides a summary of scheduled hours for each employee, broken down into categories such as Regular, Overtime, Comp Time, Holiday, and Other (Leave) hours. This report is used to quickly review and analyze total hours worked by each employee over a selected period, making it easier to monitor overtime, manage staffing levels, and ensure compliance with scheduling and payroll policies.

BHubert		Hours Summary By Employee							Jan 1, 2026 - Oct 6, 2026		
Branch: Bob's PD Unit Based Filter: All Unit: All All Employees											
Employee ID	Employee	Hours									
		Scheduled	Actual	Leave	Unpaid	Standby	Regular	Extra	Premium	Banked	
7510	Adamson, Margaret	1351:30	1431:00	00:00	79:30	00:00	1272:00	00:00	00:00	00:00	
1488	Aguirre, David	1669:30	1749:00	00:00	79:30	00:00	1590:00	00:00	224:00	00:00	
7972	Ausums, Scott	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	00:00	00:00	
7512	Ayres, Richard	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	00:00	00:00	
1430	Bair, Christine	1287:30	1287:30	00:00	00:00	00:00	1287:30	00:00	1287:30	00:00	
7513	Baldwin, Darrell	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	00:00	00:00	
7514	Baldwin, Jennifer	954:00	954:00	00:00	00:00	00:00	954:00	00:00	06:00	00:00	
1402	Barbosa, Jesus	1287:30	1287:30	00:00	00:00	00:00	1287:30	00:00	00:00	00:00	
8260	Barraza, Brenna	1287:30	1287:30	00:00	00:00	00:00	1287:30	00:00	00:00	00:00	
7515	Bartlett, Christen	1287:30	1287:30	00:00	00:00	00:00	1287:30	00:00	00:00	00:00	
1686	Bashta, Cameron	1287:30	1287:30	00:00	00:00	00:00	1287:30	00:00	1287:30	00:00	
7516	Beckmann, Celia	1351:30	1431:00	00:00	79:30	00:00	1272:00	00:00	00:00	00:00	
7517	Bejnes, Robert	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	00:00	00:00	
8145	Berry, Allison	1351:30	1431:00	00:00	79:30	00:00	1272:00	00:00	00:00	00:00	
7518	Birozy, David	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	00:00	00:00	
7519	Bish, Edward	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	00:00	00:00	
1395	Block, Robb	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	10:00	00:00	
8169	Blum, Greg	1352:15	1364:30	12:30	00:00	02:45	1336:45	00:00	67:45	00:00	
7520	Bohen, Robert	1312:30	1312:30	00:00	00:00	00:00	1312:30	00:00	12:30	00:00	
7522	Bowlin, Ross	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	00:00	00:00	
7984	Brewer, Jim	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	00:00	00:00	
1497	Brintle, Gregory	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	10:00	00:00	
1562	Brioso, Aja	1200:00	1200:00	00:00	00:00	00:00	1200:00	00:00	00:00	00:00	
1576	Brioso, Omar	1287:30	1287:30	00:00	00:00	00:00	1287:30	00:00	1287:30	00:00	
7523	Brown, Bryan	954:00	954:00	00:00	00:00	00:00	954:00	00:00	06:00	00:00	
7524	Bruce, Thomas	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	00:00	00:00	
1489	Buckels, Shannon	1351:30	1431:00	00:00	79:30	00:00	1272:00	00:00	00:00	00:00	
7525	Bulone, A	1300:00	1300:00	12:30	00:00	00:00	1287:30	00:00	00:00	00:00	
1373	Burks, John	1400:00	2744:00	00:00	00:00	00:00	1400:00	00:00	1368:00	00:00	
7526	Bushmann, Christoph	1287:30	1287:30	00:00	00:00	00:00	1287:30	00:00	00:00	00:00	
7527	Bustillos, Ryan	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	10:00	00:00	
8041	Carlson, Erik	1312:30	1312:30	00:00	00:00	00:00	1312:30	00:00	12:30	00:00	
1372	Carpenter, Kelly Jame	1287:30	1287:30	00:00	00:00	00:00	1287:30	00:00	12:30	00:00	
7828	Carrillo, Juan	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	00:00	00:00	
8066	Carrillo, Mary	1351:30	1431:00	00:00	79:30	00:00	1272:00	00:00	00:00	00:00	
1398	Celmer, Jason	1351:30	1431:00	00:00	79:30	00:00	1272:00	00:00	00:00	00:00	
8125	Charland, Matthew	1300:00	1300:00	00:00	00:00	00:00	1300:00	00:00	00:00	00:00	
7829	Clemons, Mark	1300:00	1300:00	00:00	00:00	00:00	1300:00	00:00	00:00	00:00	
7230	Cline, Cassey	1351:30	1431:00	00:00	79:30	00:00	1272:00	00:00	00:00	00:00	
7611	Codja, Jammie	1351:30	1431:00	00:00	79:30	00:00	1272:00	00:00	00:00	00:00	
1628	Cole, Leta	1351:30	1431:00	00:00	79:30	00:00	1272:00	00:00	00:00	00:00	
1675	Condi, Macy	1351:30	1431:00	00:00	79:30	00:00	1272:00	00:00	00:00	00:00	
1295	Conklin, John	1300:00	1300:00	00:00	00:00	00:00	1300:00	00:00	00:00	00:00	
1408	Conner, Robert	1287:30	1287:30	00:00	00:00	00:00	1287:30	00:00	00:00	00:00	
7541	Contreras, Marc	1351:30	1431:00	00:00	79:30	00:00	1272:00	00:00	00:00	00:00	
1632	Cooper, Ryan	1300:00	1300:00	00:00	00:00	00:00	1300:00	00:00	00:00	00:00	
1643	Cover, Jeffrey	1200:00	1200:00	00:00	00:00	00:00	1200:00	00:00	00:00	00:00	
7651	Cox, Rodney	1270:00	1270:00	00:00	00:00	00:00	1270:00	00:00	00:00	00:00	
7641	Craig, Erika	1200:00	1200:00	00:00	00:00	00:00	1200:00	00:00	00:00	00:00	
1428	Crittenden, Lauren	1200:00	1200:00	00:00	00:00	00:00	1200:00	00:00	00:00	00:00	
1673	Cross, Brandon	1287:30	1287:30	00:00	00:00	00:00	1287:30	00:00	1287:30	00:00	
7642	Csikesz, Sandor	1287:30	1287:30	00:00	00:00	00:00	1287:30	00:00	12:30	00:00	
1688	Currey, Daniel	1287:30	1287:30	00:00	00:00	00:00	1287:30	00:00	12:30	00:00	
1367	Dang, Jenn	1200:00	1200:00	00:00	00:00	00:00	1200:00	00:00	00:00	00:00	
7581	Dang, Mai	1287:30	1287:30	00:00	00:00	00:00	1287:30	00:00	1287:30	00:00	
7682	Danskin, Brian	4022:00	4022:00	00:00	00:00	2752:00	1270:00	00:00	00:00	00:00	
Oct 6, 2026 11:12		ISI Applications Test							Page 1		

Leave Hours Detail by Employee

The Leave Hours Detail by Employee report lists leave taken by an employee: Date, Time, Leave Type, and the type of leave hours (including Unpaid), sorted by Employee, with totals for each leave type at the bottom. It's used to see which employees are (or will be) on leave at a given time, track leave usage, ensure compliance with leave policies, and support accurate payroll processing.

BHubert

Leave Hours Detail By Employee

Jul 1, 2026 - Aug 31, 2026

Branch: Bob's PD Unit Based Filter: All Unit: All All Employees

Employee ID	8169					
Employee	Blum, Greg					
Date	Actual Times	Leave		Hours	Unpaid	Standby
Aug 18, 2026	05:30-18:00	Vacation		12:30	00:00	00:00
Total				12:30	00:00	00:00

Employee ID	8058					
Employee	Lee, Chris					
Date	Actual Times	Leave		Hours	Unpaid	Standby
Jul 2, 2026	05:30-18:00	Sick Leave		12:30	00:00	00:00
Total				12:30	00:00	00:00

Employee ID	1392					
Employee	Sanchez, Andrew					
Date	Actual Times	Leave		Hours	Unpaid	Standby
Jul 8, 2026	17:30-06:00	Vacation		12:30	00:00	00:00
Total				12:30	00:00	00:00

Total Sick Leave				12:30	00:00	00:00
Total Vacation				25:00	00:00	00:00
Grand Total				37:30	00:00	00:00

Leave Hours Detail by Leave

The Leave Hours Detail by Leave report lists leave taken by employees: Date, Time, Leave Type, and the type of leave hours (for example, Unpaid), sorted by Leave Type, with total leave hours for the date range you select. It's used to review leave usage across the agency by leave category, monitor trends, manage staffing, and ensure compliance with leave policies.

BHubert

Leave Hours Detail By Leave

Jul 1, 2026 - Aug 31, 2026

Branch: Bob's PD Unit Based All Leaves

Sick Leave

Employee	Date	Actual Times	Hours	Unpaid	Standby
Lee, Chris	Jul 2, 2026	05:30-18:00	12:30	00:00	00:00
Subtotal Lee, Chris			12:30	00:00	00:00
Total Sick Leave			12:30	00:00	00:00

Vacation

Employee	Date	Actual Times	Hours	Unpaid	Standby
Blum, Greg	Aug 18, 2026	05:30-18:00	12:30	00:00	00:00
Subtotal Blum, Greg			12:30	00:00	00:00
Sanchez, Andrew	Jul 8, 2026	17:30-06:00	12:30	00:00	00:00
Subtotal Sanchez, Andrew			12:30	00:00	00:00
Total Vacation			25:00	00:00	00:00
Grand Total			37:30	00:00	00:00

Leave Hours Summary by Employee

The Leave Hours Summary by Employee report gives a summary of leave hours taken by each employee, categorized by leave type, with totals. It doesn't include detailed hours or dates – see the Leave Hours Detail by Employee report for that. It's used to get a quick, overall snapshot of leave usage for an employee or group of employees, monitor leave balances and patterns, and ensure compliance with leave policies.

BHubert		Leave Hours Summary By Employee			Jul 1, 2026 - Aug 31, 2026		
		Branch: Bob's PD Unit Based Filter: All Unit: All All Employees					
Employee		Leave		Hours	Unpaid	Standby	
8169	Blum, Greg	Vacation		12:30	00:00	00:00	
		Total		12:30	00:00	00:00	
8058	Lee, Chris	Sick Leave		12:30	00:00	00:00	
		Total		12:30	00:00	00:00	
1392	Sanchez, Andrew	Vacation		12:30	00:00	00:00	
		Total		12:30	00:00	00:00	
		Total Sick Leave		12:30	00:00	00:00	
		Total Vacation		25:00	00:00	00:00	
		Grand Total		37:30	00:00	00:00	

Leave Hours Summary by Leave

The Leave Hours Summary by Leave report gives a summarized total of leave hours taken across the agency over a date range, sorted by Leave Type. It doesn't include detailed hours or dates – see the Leave Hours Detail by Leave report for that. It's used to analyze leave usage agency-wide by leave category, monitor trends, manage staffing, and ensure compliance with leave policies.

BHubert		Leave Hours Summary By Leave		Jul 1, 2026 - Aug 31, 2026	
		Branch: Bob's PD Unit Based All Leaves			
Sick Leave					
Employee		Hours	Unpaid	Standby	
Lee, Chris		12:30	00:00	00:00	
Total Sick Leave		12:30	00:00	00:00	
Vacation					
Employee		Hours	Unpaid	Standby	
Blum, Greg		12:30	00:00	00:00	
Sanchez, Andrew		12:30	00:00	00:00	
Total Vacation		25:00	00:00	00:00	
Grand Total		37:30	00:00	00:00	

Leave Request by Rejection Reason

The Leave Request by Rejection Reason report lists rejected leave requests, sorted by rejection reason. It's used to see all rejected leave requests grouped by why they were denied — helping you spot patterns in leave denials and support decisions around staffing policies or leave approval processes.

BHubert		Leave Request By Rejection Reason					Jan 1, 2026 - Sep 5, 2026	
Branch: Rebel Alliance PD Filter: All Unit: All All Reason								
Rejection Reason		Insufficient Staffing						
Request Date	Entered On	Employee	Employee ID	Employee Note		Status	Note to Employee	
Jun 10, 2026	May 28, 2026	Ramirez, Carlos	InTime041	Family vacation		Rejected	Minimum staffing levels required for that date	
Jul 3, 2026	Jun 20, 2026	Whitfield, Dana	InTime077	Personal time off		Rejected	Insufficient coverage on requested date	
Rejection Reason		Blackout Period						
Request Date	Entered On	Employee	Employee ID	Employee Note		Status	Note to Employee	
Jul 4, 2026	Jun 15, 2026	Chen, Melissa	InTime052	Holiday travel		Rejected	Leave blackout in effect for holiday weekend	
Rejection Reason		Insufficient Notice						
Request Date	Entered On	Employee	Employee ID	Employee Note		Status	Note to Employee	
Aug 5, 2026	Aug 3, 2026	Delgado, Ana	InTime095	Doctor appointment		Rejected	Requires minimum 14-day notice	



On the Beat – Running Leave Request by Rejection Reason across a department can surface patterns that a paper-based process would keep hidden — for example, a cluster of denials concentrated under one supervisor, or falling disproportionately on the same handful of employees. It's a way to catch potential bias in how leave requests are being handled before it becomes a bigger problem.

Leave Request Detail by Employee

The Leave Request Detail by Employee report lists leave requests and their details, including pending status, sorted by Employee. It doesn't include leave hours — see the Leave Hours reports for that. It's used to review all leave requests submitted by each employee, track leave request history, monitor approval patterns, and support compliance with leave policies.

BHubert

Leave Request Detail By Employee

Aug 1, 2026 - Sep 5, 2026

Branch: InTime Metaverse Filter: All Unit: All Status: All All Employees

Employee ID 21122	Employee Max, Delica				
Requested Date	Leave Requested	Entered On	Employee Note	Status	Note to Employee
Aug 14, 2026 09:00 - 17:00	Sick	Aug 19, 2026 - 12:13		Approved	BHubert
Aug 19, 2026 09:00 - 12:00	Parental Leave	Aug 19, 2026 - 12:14		Pending	
Sep 4, 2026 08:00 - 17:00	Vacation	Aug 19, 2026 - 12:13		Pending	

Leave Request Detail by Leave

The Leave Request Detail by Leave report lists leave requests and their details, including pending status, sorted by Leave Type. This report also includes notes (if any) from and to the employee. It doesn't include leave hours — see the Leave Hours reports for that. It's used to review leave requests by leave category, analyze request trends, monitor usage by category, and support compliance with leave policies.

BHubert

Leave Request Detail by Leave

Aug 1, 2026 - Sep 5, 2026

Branch: InTime Metaverse Filter: All Unit: All Status: All All Leaves

Parental Leave

Request Date	Entered On	Employee	Employee ID	Employee Note	Status	Note to Employee
Aug 19, 2026 09:00 - 12:00	Aug 19, 2026 - 12:14	Max, Delica	21122		Pending	

Sick

Request Date	Entered On	Employee	Employee ID	Employee Note	Status	Note to Employee
Aug 14, 2026 09:00 - 17:00	Aug 19, 2026 - 12:13	Max, Delica	21122		Approved	BHubert
Aug 19, 2026 12:00 - 17:00	Aug 19, 2026 - 12:24	Jones, Olivia	EMP0049		Pending	

Unpaid Leave

Request Date	Entered On	Employee	Employee ID	Employee Note	Status	Note to Employee
Aug 24, 2026 09:00 - 17:00	Aug 19, 2026 - 12:25	Jones, Olivia	EMP0049		Pending	

Vacation

Request Date	Entered On	Employee	Employee ID	Employee Note	Status	Note to Employee
Sep 4, 2026 08:00 - 17:00	Aug 19, 2026 - 12:13	Max, Delica	21122		Pending	

Open Hours by Location

The Open Hours by Location report lists unfilled assignments in a demand by location, comparing actual hours to required hours to show open hours remaining. It summarizes every location with unfilled demand. It's used to identify coverage gaps at specific locations, so schedulers can quickly see which locations need additional staffing and take action to fill those open shifts.

BHubert

Open Hours By Location

Aug 1, 2026 - Aug 31, 2026

Branch: Rebel Alliance PD Filter: All All Locations

Customer	Location	Activity	Date	Required	Actual	Open	
Galactic Court of	External • Courts • Galactic Court of Justice	Galatic Court	09:00-17:00	Aug 3, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 4, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 5, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 6, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 7, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 10, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 11, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 12, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 13, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 14, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 17, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 18, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 19, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 20, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 21, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 24, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 25, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 26, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 27, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 28, 2026	16.00	0.00	16.00
		Galatic Court	09:00-17:00	Aug 31, 2026	16.00	0.00	16.00
Sub Total:				336.00	0.00	336.00	
Customer	Location	Activity	Date	Required	Actual	Open	
Republic Court	External • Courts • Republic Courthouse	Republic Court	09:00-17:00	Aug 3, 2026	16.00	0.00	16.00
		Republic Court	09:00-17:00	Aug 4, 2026	16.00	0.00	16.00
		Republic Court	09:00-17:00	Aug 5, 2026	16.00	0.00	16.00
		Republic Court	09:00-17:00	Aug 6, 2026	16.00	0.00	16.00
		Republic Court	09:00-17:00	Aug 7, 2026	16.00	0.00	16.00
		Republic Court	09:00-17:00	Aug 10, 2026	16.00	0.00	16.00
		Republic Court	09:00-17:00	Aug 11, 2026	16.00	0.00	16.00
		Republic Court	09:00-17:00	Aug 12, 2026	16.00	0.00	16.00
		Republic Court	09:00-17:00	Aug 13, 2026	16.00	0.00	16.00

Aug 19, 2026 08:44

ISI Applications Test

Page 1

Aug 19, 2026 08:44

ISI Applications Test

Page 1

Position Schedule Sign-Ups

The Position Schedule Sign-Ups report is used with the Shift Bidding module. It shows Shift Bid details — go-live and take-down times — along with each shift's sign-up details: employee name, sign-up date, position, number of available positions, unit, and each employee's ranked choice. It's used to answer questions about when sign-ups happened, which shifts were chosen, and who filled them — helping schedulers track interest, resolve conflicts, and make informed decisions when assigning shifts or positions.

BHubert

Position Schedule Sign-Ups

Jan 1, 2026 - Sep 5, 2026

Branch: Rebel Alliance PD All Position Schedules

MG - Patrol Officers

Go Live -

Live Until -

Employee ID	Full Name	Status	Signed-Up On	Position	Qty	Unit	Choice
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MG - Patrol Sergeants Shifts

Go Live -

Live Until -

Employee ID	Full Name	Status	Signed-Up On	Position	Qty	Unit	Choice
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Patrol - Fall/Winter 2025

Go Live Jun 18, 2025 - 08:35

Live Until Jun 29, 2025 - 08:35

Employee ID	Full Name	Status	Signed-Up On	Position	Qty	Unit	Choice
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Sgt - Fall/Winter 2025

Go Live Jun 10, 2025 - 05:30

Live Until - 05:30

Employee ID	Full Name	Status	Signed-Up On	Position	Qty	Unit	Choice
InTime030	Dameron, Poe	Filled	Jun 10, 2025 - 08:41	Mid Shift - Sgt - Mon - Thurs	1	Green Squadron	1
InTime030	Dameron, Poe	Already Assigned	Jun 10, 2025 - 08:41	Mid Shift - Sgt - Weekend	1	Green Squadron	3
InTime030	Dameron, Poe	Already Assigned	Jun 10, 2025 - 08:41	Day Shift - Sgt - Weekend	1	Blue Squadron	2
InTime030	Dameron, Poe	Already Assigned	Jun 10, 2025 - 10:17	Night Shift - Sgt - Weekend	1	Red Squadron	4
InTime022	Fett, Bo	Filled	Jun 10, 2025 - 10:07	Day Shift - Sgt - Weekend	1	Blue Squadron	1
InTime022	Fett, Bo	Already Assigned	Jun 10, 2025 - 10:07	Night Shift - Sgt - Weekend	1	Red Squadron	2
InTime022	Fett, Bo	Already Assigned	Jun 10, 2025 - 10:07	Night Shift - Sgt - Mon - Thur	1	Red Squadron	3
InTime022	Fett, Bo	Already Assigned	Jun 10, 2025 - 10:07	Swing Shift - Sgt - Weekend	1	Gold Squadron	4
InTime033	Jinn, Qui-Gon	Filled	Jun 10, 2025 - 09:33	Night Shift - Sgt - Mon - Thur	1	Red Squadron	1
InTime033	Jinn, Qui-Gon	Already Assigned	Jun 10, 2025 - 09:34	Night Shift - Sgt - Weekend	1	Red Squadron	2
InTime033	Jinn, Qui-Gon	Already Assigned	Jun 10, 2025 - 09:34	Swing Shift - Sgt - Mon - Thur	1	Gold Squadron	3
InTime033	Jinn, Qui-Gon	Already Assigned	Jun 10, 2025 - 09:35	Swing Shift - Sgt - Weekend	1	Gold Squadron	4
InTime049	Kryze, Bo-Katan	Filled	Jun 10, 2025 - 10:01	Mid Shift - Sgt - Weekend	1	Green Squadron	1
InTime049	Kryze, Bo-Katan	Already Assigned	Jun 10, 2025 - 10:01	Mid Shift - Sgt - Mon - Thurs	1	Green Squadron	3
InTime049	Kryze, Bo-Katan	Already Assigned	Jun 10, 2025 - 10:01	Swing Shift - Sgt - Mon - Thur	1	Gold Squadron	2

Aug 19, 2026 15:49

ISI Applications Test

Page 1

Position Schedule Sign-Ups by Employee

The Position Schedule Sign-Ups by Employee report lists position schedule sign-ups from the Shift Bidding module, sorted by Employee. It's used to review which positions each employee has signed up for — making it easier to track employee preferences, manage assignments, and ensure fair and efficient scheduling.

BHubert

Position Schedule Sign-Ups by Employee

Branch: Rebel Alliance PD

Filter: All

Unit: All

All Employees

Jan 1, 2026 - Sep 5, 2026

Employee	Dameron, Poe	Employee ID	InTime030
Status	Position	Qty	Choice
Filled	Mid Shift - Sgt - Mon - Thurs	1	1
Already Assigned	Mid Shift - Sgt - Weekend	1	3
Already Assigned	Day Shift - Sgt - Weekend	1	2
Already Assigned	Night Shift - Sgt - Weekend	1	4
Employee	Fett, Bo	Employee ID	InTime022
Status	Position	Qty	Choice
Filled	Day Shift - Sgt - Weekend	1	1
Already Assigned	Night Shift - Sgt - Weekend	1	2
Already Assigned	Night Shift - Sgt - Mon - Thur	1	3
Already Assigned	Swing Shift - Sgt - Weekend	1	4
Employee	Jinn, Qui-Gon	Employee ID	InTime033
Status	Position	Qty	Choice
Filled	Night Shift - Sgt - Mon - Thur	1	1
Already Assigned	Night Shift - Sgt - Weekend	1	2
Already Assigned	Swing Shift - Sgt - Mon - Thur	1	3
Already Assigned	Swing Shift - Sgt - Weekend	1	4
Employee	Kryze, Bo-Katan	Employee ID	InTime049
Status	Position	Qty	Choice
Filled	Mid Shift - Sgt - Weekend	1	1
Already Assigned	Mid Shift - Sgt - Mon - Thurs	1	3
Already Assigned	Swing Shift - Sgt - Mon - Thur	1	2
Already Assigned	Night Shift - Sgt - Mon - Thur	1	4

Aug 19, 2026 15:51

ISI Applications Test

Page 1

Post Sign-Ups by Employee

The Post Sign-Ups by Employee report lists post sign-ups and whether each was assigned, sorted by Employee. It's used to see how many times an employee signed up for a posting (typically overtime) over a time period, review which posts each employee has signed up for, track employee interest, manage assignments, and ensure fair distribution of opportunities.

BHubert				Post Sign-Ups By Employee				Jan 1, 2026 - Aug 20, 2026			
Branch: Rebel Alliance PD Filter: All Unit: All All Employees											
Employee Amidala, Padme				Employee ID		InTime048					
Status	Date	Qty	Live On	Activity	Location	Unit	Notes	Note from Employee			
Signed Up	Mar 25, 2026	1	Mar 24, 2026 - 09:33	14:30-00:30 Gold - Swing Shift	Internal • Massassi Group (Patrol) • Green Green Squadron						
Employee Darklighter, Biggs				Employee ID		InTime045					
Status	Date	Qty	Live On	Activity	Location	Unit	Notes	Note from Employee			
Assigned	May 17, 2026	1	May 13, 2026 - 08:53	05:30-15:30 Blue - Day Shift	Internal • Massassi Group (Patrol) • Blue Squadron	Blue Squadron					
Signed Up	May 30, 2026	1	May 14, 2026 - 09:31	05:30-15:30 Blue - Day Shift	Internal • Massassi Group (Patrol) • Blue Squadron	Blue Squadron					
Employee Fett, Bo				Employee ID		InTime022					
Status	Date	Qty	Live On	Activity	Location	Unit	Notes	Note from Employee			
Assigned	Mar 25, 2026	1	Mar 24, 2026 - 09:33	14:30-00:30 Gold - Swing Shift	Internal • Massassi Group (Patrol) • Green Green Squadron						
Employee Kenobi, Ben				Employee ID		InTime010					
Status	Date	Qty	Live On	Activity	Location	Unit	Notes	Note from Employee			
Signed Up	Feb 19, 2026	1	Jan 28, 2026 - 08:05	11:00-21:00 Green - Mid Shift	Internal • Massassi Group (Patrol) • Green Green Squadron						
Employee Skywalker, Luke				Employee ID		InTime014					
Status	Date	Qty	Live On	Activity	Location	Unit	Notes	Note from Employee			
Signed Up	Feb 19, 2026	1	Jan 28, 2026 - 08:05	11:00-21:00 Green - Mid Shift	Internal • Massassi Group (Patrol) • Green Green Squadron						
Declined	Mar 12, 2026	1	Mar 10, 2026 - 12:36	11:00-21:00 Green - Mid Shift	Internal • Massassi Group (Patrol) • Green Green Squadron						
Employee Windu, Mace				Employee ID		InTime038					
Status	Date	Qty	Live On	Activity	Location	Unit	Notes	Note from Employee			
Signed Up	Feb 19, 2026	1	Jan 28, 2026 - 08:05	11:00-21:00 Green - Mid Shift	Internal • Massassi Group (Patrol) • Green Green Squadron						
Signed Up	Feb 19, 2026	1	Jan 28, 2026 - 08:05	11:00-21:00 Green - Mid Shift	Internal • Massassi Group (Patrol) • Green Green Squadron						



On the Beat – When an employee feels like they're being passed over for overtime or extra-duty posts, Post Sign-Ups by Employee settles it quickly — it shows exactly how many times they've signed up and for what, cutting through the "I never get picked" complaint with a clear record.

Post Sign-Ups by Location

The Post Sign-Ups by Location report lists post sign-ups and whether each was assigned, sorted by Location. It's used to review which posts at each location have employee sign-ups — helping schedulers identify interest and coverage at specific sites and make informed decisions about staffing needs.

BHubert	Post Sign-Ups By Location					Jan 1, 2026 - Sep 5, 2026	
Branch: Rebel Alliance PD Filter: All All Locations							
Location	Central District						
Date	Apr 7, 2026	17:00-00:00 Night Patrol - Sector 12			Unit	Patrol Division	
Status	Entered	Live On	Branch	Employee	Notes		
Approved	Mar 30, 2026	Apr 1, 2026	Rebel Alliance PD	Ramirez, Carlos			
Date	Apr 7, 2026	17:00-00:00 Night Patrol - Sector 12			Unit	Patrol Division	
Status	Entered	Live On	Branch	Employee	Notes		
Approved	Mar 31, 2026	Apr 1, 2026	Rebel Alliance PD	Chen, Melissa			
Date	May 19, 2026	09:00-17:00 Front Desk / Booking			Unit	Records Division	
Status	Entered	Live On	Branch	Employee	Notes		
Pending	May 10, 2026	May 12, 2026	Rebel Alliance PD	Whitfield, Dana	Awaiting supervisor approval		
Location	Central District • Downtown Precinct • Granville Strip Post						
Date	May 9, 2026	09:00-17:00 Front Desk / Booking			Unit	Records Division	
Status	Entered	Live On	Branch	Employee	Notes		
Approved	May 1, 2026	May 3, 2026	Rebel Alliance PD	Delgado, Ana			
Location	Central District • Downtown Precinct • Courthouse Detail						
Date	Jun 5, 2026	17:00-00:00 K-9 Unit Night Watch			Unit		
Status	Entered	Live On	Branch	Employee	Notes		
Approved	May 28, 2026	May 30, 2026	Rebel Alliance PD	Kenobi, Ben			
Location	Central District • Downtown Precinct						
Date	Jun 12, 2026	17:00-00:00 K-9 Unit Night Watch			Unit		
Status	Entered	Live On	Branch	Employee	Notes		
Denied	Jun 3, 2026	Jun 5, 2026	Rebel Alliance PD	Skywalker, Luke	Certification expired		
Location	Central District • Traffic Division HQ						
Date	Mar 17, 2026	09:00-17:00 Radar Enforcement - Route 9			Unit	Traffic Enforcement	
Status	Entered	Live On	Branch	Employee	Notes		
Approved	Mar 10, 2026	Mar 12, 2026	Rebel Alliance PD	Organa, Leia			

Time Bank Detail by Employee

The Time Bank Detail by Employee report gives a detailed, list of each employee's time bank activity: type, debits, credits (accruals), resets, and running balances. Sorted alphabetically by Employee, it can be run for everyone or narrowed by filter group, unit, or individual employee. Enter the same start and end date to see a single day's activity, or a date range to see accruals and usage over that period. Each employee's time banks — Comp Time, Holiday, Sick, Vacation, and any others on their profile — are listed with their own activity dates and running balance.

For example, an employee's Sick bank might start at 20 hours, accrue 6 hours and use 8 hours during the period, and end at 18 hours remaining.

It's used to track individual employees' time bank activity, monitor accruals and usage, and support accurate leave management and payroll processing.



On the Beat: An employee disputes their time bank balance — "I should have 60 hours, why don't I?" Running Time Bank Detail by Employee makes it easy to walk back through the specific dates and find the discrepancy, like an entry that was submitted as a regular activity request instead of comp time. Employees can also run this report against their own time bank on InTime Web, so they can self-verify their balance without waiting on a supervisor.

BHubert

Time Bank Detail By Employee

Jan 1, 2026 - Oct 6, 2026

Branch: Bob's PD Unit Based Filter: All Unit: All All Employees

Employee ID	8169	Employee	Blum, Greg				Hours	
Time Bank	Date	Transaction	Set Adjust	Debit	Credit	Balance		
Comp Time	Jan 1, 2026	Starting balance				87.0000		
	Jan 1, 2026	Transfer to Comp Time Pay Out Bank		7.0000		80.0000		
		Total	0.0000	7.0000	0.0000	80.0000		
Comp Time Pay Out B	Jan 1, 2026	Starting balance				0.0000		
	Jan 1, 2026	Transfer from Comp Time			7.0000	7.0000		
	Feb 1, 2026	Balance Reset		7.0000		0.0000		
		Total	0.0000	7.0000	7.0000	0.0000		
Holiday	Jan 1, 2026	Starting balance				96.0000		
	Jan 1, 2026	Balance Reset		96.0000		0.0000		
	Jan 1, 2026	Annual Holiday			96.0000	96.0000		
		Total	0.0000	96.0000	96.0000	96.0000		
Sick	Jan 1, 2026	Starting balance				1,161.0000		
	Jan 5, 2026	Sick ACC			9.0000	1,170.0000		
	Jan 19, 2026	Sick ACC			9.0000	1,179.0000		
	Feb 2, 2026	Sick ACC			9.0000	1,188.0000		
	Feb 16, 2026	Sick ACC			9.0000	1,197.0000		
	Mar 2, 2026	Sick ACC			9.0000	1,206.0000		
	Mar 16, 2026	Sick ACC			9.0000	1,215.0000		
	Mar 30, 2026	Sick ACC			9.0000	1,224.0000		
	Apr 13, 2026	Sick ACC			9.0000	1,233.0000		
	Apr 27, 2026	Sick ACC			9.0000	1,242.0000		
	May 11, 2026	Sick ACC			9.0000	1,251.0000		
	May 25, 2026	Sick ACC			9.0000	1,260.0000		
	Jun 8, 2026	Sick ACC			9.0000	1,269.0000		
	Jun 22, 2026	Sick ACC			9.0000	1,278.0000		
	Jul 6, 2026	Sick ACC			9.0000	1,287.0000		
	Jul 20, 2026	Sick ACC			9.0000	1,296.0000		
	Aug 3, 2026	Sick ACC			9.0000	1,305.0000		
	Aug 17, 2026	Sick ACC			9.0000	1,314.0000		
	Aug 31, 2026	Sick ACC			9.0000	1,323.0000		
	Sep 14, 2026	Sick ACC			9.0000	1,332.0000		
	Sep 28, 2026	Sick ACC			9.0000	1,341.0000		
		Total	0.0000	0.0000	180.0000	1,341.0000		
Vacation	Jan 1, 2026	Starting balance				202.1671		
	Jan 1, 2026	Automatic - Year 10 to 14			12.6667	214.8338		
	Feb 1, 2026	Automatic - Year 10 to 14			12.6667	227.5005		
	Mar 1, 2026	Automatic - Year 10 to 14			12.6667	240.1672		
	Apr 1, 2026	Automatic - Year 10 to 14			12.6667	252.8339		
	May 1, 2026	Automatic - Year 10 to 14			12.6667	265.5006		
	Jun 1, 2026	Automatic - Year 10 to 14			12.6667	278.1673		
	Jul 1, 2026	Automatic - Year 15 to 19			14.0000	292.1673		
	Aug 1, 2026	Automatic - Year 15 to 19			14.0000	306.1673		
	Aug 18, 2026	Vacation		12.5000		293.6673		

Oct 6, 2026 11:18

ISI Applications Test

Page 2

Time Bank Detail by Time Bank

The Time Bank Detail by Time Bank report gives a detailed list of banked time — credits, debits, accruals, resets, and overall balances — sorted by Time Bank (such as Vacation, Sick, or Comp Time) across all employees. It's used to review and analyze the activity and balances for each time bank category agency-wide, helping administrators monitor usage and status, ensure compliance with policies, and support accurate leave and payroll management.

BHubert

Time Bank Detail By Time Bank

Jan 1, 2026 - Oct 6, 2026

Branch: Bob's PD Unit Based All Time Banks

Comp Time

Employee	Employee ID	Date	Transaction	Set Adjust	Hours	Credit	Balance
Adamson, Margaret	7510	Jan 1, 2026	Starting balance				24.0000
			Total	0.0000	0.0000	0.0000	24.0000
Ausums, Scott	7972	Jan 1, 2026	Starting balance				0.0000
			Total	0.0000	0.0000	0.0000	0.0000
Blum, Greg	8169	Jan 1, 2026	Starting balance				87.0000
		Jan 1, 2026	Transfer to Comp Time Pay Out Bank		7.0000		80.0000
			Total	0.0000	7.0000	0.0000	80.0000
Csikesz, Sandor	7642	Jan 1, 2026	Starting balance				17.7500
			Total	0.0000	0.0000	0.0000	17.7500
Duran, Andrew	7001	Jan 1, 2026	Starting balance				0.0000
			Total	0.0000	0.0000	0.0000	0.0000
Grove, Melissa	8185	Jan 1, 2026	Starting balance				1.0000
			Total	0.0000	0.0000	0.0000	1.0000
Lee, Chris	8058	Jan 1, 2026	Starting balance				71.2500
			Total	0.0000	0.0000	0.0000	71.2500
Mermer, Terry	8160	Jan 1, 2026	Starting balance				31.2500
			Total	0.0000	0.0000	0.0000	31.2500
Ruiz, Paul	7770	Jan 1, 2026	Starting balance				0.0000
			Total	0.0000	0.0000	0.0000	0.0000
Sanchez, Andrew	1392	Jan 1, 2026	Starting balance				42.7500
			Total	0.0000	0.0000	0.0000	42.7500
Shaheen, Shaheen	8141	Jan 1, 2026	Starting balance				0.0000
			Total	0.0000	0.0000	0.0000	0.0000
Taveras, Rafael	8073	Jan 1, 2026	Starting balance				3.5000
			Total	0.0000	0.0000	0.0000	3.5000
Total for Comp Time				0.0000	7.0000	0.0000	271.5000

Comp Time Pay Out Bank

Employee	Employee ID	Date	Transaction	Set Adjust	Hours	Credit	Balance
Blum, Greg	8169	Jan 1, 2026	Starting balance				0.0000
		Jan 1, 2026	Transfer from Comp Time			7.0000	7.0000
		Feb 1, 2026	Balance Reset		7.0000		0.0000
			Total	0.0000	7.0000	7.0000	0.0000
Lee, Chris	8058	Jan 1, 2026	Starting balance				0.0000
			Total	0.0000	0.0000	0.0000	0.0000
Total for Comp Time Pay Out Bank				0.0000	7.0000	7.0000	0.0000

Holiday

Employee	Employee ID	Date	Transaction	Set Adjust	Hours	Credit	Balance
Ausums, Scott	7972	Jan 1, 2026	Starting balance				96.0000
		Jan 1, 2026	Balance Reset		96.0000		0.0000
		Jan 1, 2026	Annual Holiday			96.0000	96.0000
			Total	0.0000	96.0000	96.0000	96.0000
Blum, Greg	8169	Jan 1, 2026	Starting balance				96.0000
		Jan 1, 2026	Balance Reset		96.0000		0.0000
		Jan 1, 2026	Annual Holiday			96.0000	96.0000
			Total	0.0000	96.0000	96.0000	96.0000
Lee, Chris	8058	Jan 1, 2026	Starting balance				-12.5000
			Total	0.0000	0.0000	0.0000	-12.5000

Oct 6, 2026 11:21

ISI Applications Test

Page 1

Time Bank Summary by Employee

The Time Bank Summary by Employee report gives a condensed view of every time bank assigned to each employee, sorted by Employee: starting balance, total debits and credits for the period you select, and the current balance. It doesn't break out individual entries or activity dates — see the Time Bank Detail by Employee report for that. This report is used to quickly review each employee's total time bank activity and current balances, helping administrators monitor leave accruals and usage and keep accurate records for payroll and leave management .

BHubert		Time Bank Summary By Employee					Jul 1, 2026 - Aug 31, 2026	
Branch: Rebel Alliance PD Filter: All Unit: All All Employees								
Employee ID	InTime003	Employee	Calrissian, Lando					
			Hours					
Time Bank			Start	Debit	Credit	Set Adjust	End	
Compensation Time			15.0000	0.0000	0.0000	0.0000	15.0000	
Employee ID	InTime004	Employee	Chewbacca, Chewy					
			Hours					
Time Bank			Start	Debit	Credit	Set Adjust	End	
			155.0000	0.0000	0.0000	0.0000	155.0000	
Employee ID	InTime022	Employee	Fett, Bo					
			Hours					
Time Bank			Start	Debit	Credit	Set Adjust	End	
			100.0000	0.0000	0.0000	0.0000	100.0000	
Employee ID	InTime056	Employee	Holdo, Amilyn AKA Laura Dern					
			Hours					
Time Bank			Start	Debit	Credit	Set Adjust	End	
			250.0000	0.0000	0.0000	0.0000	250.0000	
Employee ID	InTime033	Employee	Jinn, Qui-Gon					
			Hours					
Time Bank			Start	Debit	Credit	Set Adjust	End	
			2.2500	0.0000	0.0000	0.0000	2.2500	
Employee ID	InTime014	Employee	Skywalker, Luke					
			Hours					
Time Bank			Start	Debit	Credit	Set Adjust	End	
			147.5000	0.0000	0.0000	0.0000	147.5000	
Employee ID	InTime017	Employee	Solo, Han AKA - Harrison Ford					
			Hours					
Time Bank			Start	Debit	Credit	Set Adjust	End	
			138.5000	0.0000	0.0000	0.0000	138.5000	
Vacation			60.0000	0.0000	0.0000	0.0000	60.0000	

Time Bank Summary by Time Bank

The Time Bank Summary by Time Bank report gives a condensed view of each time bank's activity, sorted by Time Bank (such as Vacation, Sick, or Comp Time): total debits and credits and the overall balance across all employees for the period you select. It doesn't break out individual entries or activity dates — see the Time Bank Detail by Time Bank report for that. It's used to review overall activity and balances for each time bank category, helping administrators monitor usage and status for compliance, planning, and payroll purposes.

BHubert		Time Bank Summary By Time Bank				Jul 1, 2026 - Aug 31, 2026	
		Branch: Rebel Alliance PD All Time Banks					
Time Bank	Compensation Time	Hours					
Employee		Start	Debit	Credit	Set Adjust	End	
Calrissian, Lando		15.0000	0.0000	0.0000	0.0000	15.0000	
Chewbacca, Chewy		155.0000	0.0000	0.0000	0.0000	155.0000	
Fett, Bo		100.0000	0.0000	0.0000	0.0000	100.0000	
Holdo, Amilyn AKA Laura Dern		250.0000	0.0000	0.0000	0.0000	250.0000	
Jinn, Qui-Gon		2.2500	0.0000	0.0000	0.0000	2.2500	
Skywalker, Luke		147.5000	0.0000	0.0000	0.0000	147.5000	
Solo, Han AKA - Harrison Ford		138.5000	0.0000	0.0000	0.0000	138.5000	
	Total	808.2500	0.0000	0.0000	0.0000	808.2500	
Time Bank	Vacation	Hours					
Employee		Start	Debit	Credit	Set Adjust	End	
		60.0000	0.0000	0.0000	0.0000	60.0000	
	Total	60.0000	0.0000	0.0000	0.0000	60.0000	

Timesheet Alerts by Employee

The Timesheet Alerts by Employee report lists timesheet alerts, sorted by Employee — flagging timesheets that are Pending, Unsubmitted, Rejected, or Approved. It's used to see which employees have triggered timesheet alerts, so administrators or schedulers can quickly identify and address missing approvals, discrepancies, or other issues before payroll processing.

BHubert

Timesheet Alerts By Employee

Jul 1, 2026 - Aug 31, 2026

Branch: Rebel Alliance PD Filter: All Unit: All Status: All All Employees

Employee 3PO, C	Employee ID InTime031	ID	Timesheet Period Jun 22, 2026 - Jul 5, 2026	Status Unsubmitted	Unit Traffic Squadron	Rank Officer	User
Missing Timesheet - Not Submitted							
Employee 3PO, C	Employee ID InTime031	ID	Timesheet Period Jul 6, 2026 - Jul 19, 2026	Status Unsubmitted	Unit Traffic Squadron	Rank Officer	User
Missing Timesheet - Not Submitted							
Employee 3PO, C	Employee ID InTime031	ID	Timesheet Period Jul 20, 2026 - Aug 2, 2026	Status Unsubmitted	Unit Traffic Squadron	Rank Officer	User
Missing Timesheet - Not Submitted							
Employee 3PO, C	Employee ID InTime031	ID	Timesheet Period Aug 3, 2026 - Aug 16, 2026	Status Unsubmitted	Unit Traffic Squadron	Rank Officer	User
Missing Timesheet - Not Submitted							
Employee 3PO, C	Employee ID InTime031	ID	Timesheet Period Aug 17, 2026 - Aug 30, 2026	Status Unsubmitted	Unit Traffic Squadron	Rank Officer	User
Missing Timesheet - Not Submitted							
Employee 3PO, C	Employee ID InTime031	ID	Timesheet Period Aug 31, 2026 - Sep 13, 2026	Status Unsubmitted	Unit Traffic Squadron	Rank Officer	User
Missing Timesheet - Not Submitted							
Employee Ackbar, Admiral	Employee ID InTime034	ID	Timesheet Period Jun 22, 2026 - Jul 5, 2026	Status Unsubmitted	Unit Rebel High Command	Rank Commander	User
Missing Timesheet - Not Submitted							
Employee Ackbar, Admiral	Employee ID InTime034	ID	Timesheet Period Jul 6, 2026 - Jul 19, 2026	Status Unsubmitted	Unit Rebel High Command	Rank Commander	User

Aug 19, 2026 08:55

ISI Applications Test

Page 1

Timesheet by Employee

The Timesheet by Employee report gives a detailed breakdown of all hours an employee worked for a pay period, along with each timesheet's status (Submitted, Approved, or Rejected) and any notes. Sorted by Employee, it can be run for the entire agency, a specific unit, or a single employee, over the date range you select. Unit and rank appear in the body only when they differ from the employee's home assignment shown at the top. It's used to review and verify timesheet submissions and approvals, ensuring accurate payroll processing and compliance with organizational policies.

Note: the information contained in a timesheet report may be different than the information in the schedule as the schedule may have been modified after the timesheet has been submitted.

BHubert

Timesheet By Employee

Jan 1, 2026 - Sep 5, 2026

Branch: InTime Metaverse Filter: All Unit: All Status: All All Employees

Employee	Employee ID	ID	Unit	Rank	Timesheet Period	Status	User	Employee Note	User Notes			
Jones, Olivia	EMP0049	7635737	Day Patrol	Patrol Officer	Jul 31, 2026 - Aug 6, 2026	Pending						
Declaration:	By submitting my password, I, Olivia Jones, certify that the following is an accurate statement of my hours at work and worked, overtime and extra hours earned, leave taken and hours on standby for the period from Jul 31, 2026 to and including Aug 6, 2026.					Declared On: Aug 19, 2026 12:50						
						Hours						
Date	Activity	Rank	Unit	Location	Length	Leave	Unpaid	Standby	Regular	Extra	Premium	Banked
Aug 3, 2026	09:00-17:00 Impl Shift	Empl		CA • Van HQ	08:00				08:00			
Aug 4, 2026	09:00-17:00 Impl Shift	Empl		CA • Van HQ	08:00				08:00			
Aug 5, 2026	09:00-17:00 Impl Shift	Empl		CA • Van HQ	08:00				08:00			
Aug 6, 2026	09:00-17:00 Impl Shift	Empl		CA • Van HQ	08:00				08:00			
Total Hours					32:00	32:00						
					Straight Hours							
					32:00							

Employee Reports

Attribute Value by Employee

The Attribute Value by Employee report lists attributes and their assigned values, sorted by Employee — for example, an employee might have attributes like FTO, Gender, Sergeant Mandatory OT List, and SWAT. It's used to review which attributes (such as skills, certifications, or other identifying information) are assigned to each employee, for a group, an individual, or everyone at once, without opening each profile. It helps administrators keep employee profiles up to date and supports accurate scheduling, compliance, and workforce planning.

BHubert

Attribute Value by Employee

Aug 1, 2026 - Aug 18, 2026

Branch: Ryan's PD Filter: All Unit: All All Attributes All Employees

Employee ID	ah0233	Employee	Aquino, Mike John			
Attribute	Value	Effective	Expires	Location	Activity	Notes
FTO	FTO					
Gender	Male					
Patrol Rifle Certified	Patrol Rifle Certified					

Employee ID	ah1549	Employee	Barraza, George Paul			
Attribute	Value	Effective	Expires	Location	Activity	Notes
FTO	FTO					
Gender	Male					
Languages	Spanish					
Roster Skills	FTO					
Roster Skills	SS					

Employee ID	ah1225	Employee	Bernard, Kyle Paul			
Attribute	Value	Effective	Expires	Location	Activity	Notes
FTO	FTO					
Gender	Male					
Patrol Rifle Certified	Patrol Rifle Certified					
Roster Skills	FTO					
Roster Skills	SS					

Employee ID	ah1506	Employee	Blais, Mark John			
Attribute	Value	Effective	Expires	Location	Activity	Notes
Gender	Male					
Roster Skills	SS					

Attribute Value by Value

The Attribute Value by Value report lists attributes and their assigned values, sorted by attribute value – for example, one employee might be marked DRE, and twelve marked FTO. It's used to see which employees, if any, hold a specific attribute value (such as a particular certification or skill) – helping administrators identify qualified personnel for assignments, ensure compliance, and support workforce planning.

BHubert

Attribute Value by Value

Jan 2, 2026 - Oct 6, 2026

Branch: Bob's PD Unit Based Filter: All Demands: All All Values

Attribute	Airport OT Opt In						
Value	Airport OT Opt In Group 1						
Employee	Employee ID	Effective	Expires	Location	Activity	Notes	
Marshall, Brook	8099						
McBain, Michael	7920						
Mercado, Hector	8237						
Mercado, Henry	8248						
Mermer, Terry	8160						
Milam, Phil	8193						
Swift, Jeffrey	7779						
Yu, Angus	8152						
Value	Airport OT Opt In Group 2						
Employee	Employee ID	Effective	Expires	Location	Activity	Notes	
Carlson, Erik	8041						
Csikesz, Sandor	7642						
DeYoung, Rodney	7121						
Lee, Chris	8058						
Patopoff, Christopher	8029						
Paul, Brock	8081						
Sanchez, Andrew	1392						
Taveras, Rafael	8073						
Value	Airport OT Opt In Group 3						
Employee	Employee ID	Effective	Expires	Location	Activity	Notes	
Bohen, Robert	7520						
Presti, Cameron	8233						
Reed, Sebastian	8246						
Ruiz, Paul	7770						
Shaheen, Shaheen	8141						
Tran, Thuan	8114						
Attribute	Bilingual						
Value	Chinese						
Employee	Employee ID	Effective	Expires	Location	Activity	Notes	
Jones, Frank Star	985623xz						
Value	Spanish						
Employee	Employee ID	Effective	Expires	Location	Activity	Notes	
Adamson, Margaret	7510						
Baldwin, Darrell	7513						
Bartlett, Christen	7515						
Blum, Greg	8169						
Attribute	CSI Trained						
Value	CSI Trained						
Employee	Employee ID	Effective	Expires	Location	Activity	Notes	
Baldwin, Jennifer	7514						

Oct 6, 2026 11:30

ISI Applications Test

Page 1

Employee Contact List

The Employee Contact List report lists each employee's contact information as entered in their profile — name, address, email, SMS, cell phone, and other contact types — organized into Type and Information columns. It's used to quickly access and verify employee contact information, supporting communication for scheduling changes, alerts, and updates, and compliance with HR and legal recordkeeping requirements.

BHubert

Employee Contact List

Aug 1, 2026

Branch: Ryan's PD Filter: All Unit: All All Employees

Last Name	First Name	Address	Type	Details
Aquino	Mike	2560 E. South St, Anaheim, 92804	Email	maquino@anaheim.com
			Emergency	5623444533
			SMS	7142296600
Barraza	George	848 S. Cherry Lane, Corona, 92888	Email	gbarraza@anaheim.com
			Emergency	9092928987
			SMS	9099998877
Bernard	Kyle	989 S. Dupont St, Orange, 92888	Email	kbernard@anaheim.com
			Emergency	7143938888
			SMS	7143933333
Blais	Mark	8488 N. Chester Lane, Carlsbad, 94444	Email	mblais@anaheim.com
			Emergency	5633234455
			SMS	9498332244
Blazek	Robert	13933 Bright Lane, Stanton, 92717	Email	rblazek@anaheim.com
			Emergency	7149233388
			SMS	7144849988
Bryant	Curtis	18484 Northfield Lane, Santa Ana, 92728	Email	cbryant@anaheim.com
			Emergency	7145556677
			SMS	7144943333
Callahan	Harry	3888 S. Center Avenue, San Francisco, 92000	Email	hcallahan@anaheim.com
			Emergency	3239998833
			SMS	7145556677
Castro	Rich	9888 Bird Lane, San Dimas, 94844	Email	rcastro@anaheim.com
			Emergency	7149893344
			SMS	7149897755
Fife	Timi	98332 Tamara Lane, La Palma, 92888	Email	tfife@anaheim.com
			Emergency	9493832222
			SMS	7145556969
Frias	Juan	484 S. Jones Court, Anaheim, 92888	Email	jfrfas@anaheim.com
			Emergency	7124993333
			SMS	7149887755
Galvan	Alisha	7874 E. Woodsburo St, Anaheim, 92807	Email	agalvan@anaheim.com
			SMS	7149897777
			Griswold	Jim
Emergency	7145556699			
SMS	7143933333			
Harris	Scott	10981 Arroyo Ave, Santa Ana, 92705	Email	sharris@anaheim.com
			Emergency	7147328884
			SMS	7147324444
Imperial	Jeffrey	989 S. Queensbury Court, Anaheim, 92808	Email	jimperial@anaheim.com
			Emergency	7146665544
			SMS	7149998877
Lahmon	Aaron	25931 Virginia Avenue, Yorba Linda, 92887	Email	alahmon@anaheim.com
			Emergency	7145456699
			SMS	7149897777



On the Beat - When wildfires forced evacuations across the region for one agency, a chief needed to know immediately which employees lived inside the affected zones. Exporting the Employee Contact List to CSV and importing it into mapping software made it possible to plot every employee's address against the evacuation map in about ten minutes — work that would otherwise have taken most of a day to compile by hand.

Employee List

The Employee List report lists all employees in the system with basic profile information — such as name, employee number, employment dates, and status. It's used to quickly reference and verify employee details, supporting workforce planning and administrative tasks such as scheduling, payroll, and compliance checks.

BHubert

Employee List

Aug 1, 2026

Branch: Ryan's PD Filter: All Unit: All All Employees

Last Name		First Name		Middle Name	
Aquino		Mike		John	
Employee Name		Employee ID	Other ID	External ID	
Aquino, Mike		ah0233	C1	233	
First Employed	Last Employed	Date of Birth	Precedence		
Feb 4, 1988		Mar 3, 1965	1.0		
Address		Type	Contact Information	Note	
2560 E. South St		Email	maquino@anaheim.com	work email	
		SMS	7142296600	personal cell	
City	State	Zip Code	Emergency	5623444533	Wife Jody
Anaheim	CA	92804			

Last Name		First Name		Middle Name	
Barraza		George		Paul	
Employee Name		Employee ID	Other ID	External ID	
Barraza, George		ah1549	560	1549	
First Employed	Last Employed	Date of Birth	Precedence		
May 5, 2001		Apr 5, 1979	11.0		
Address		Type	Contact Information	Note	
848 S. Cherry Lane		Email	gbarraza@anaheim.com		
		SMS	9099998877		
City	State	Zip Code	Emergency	9092928987	Wife Lisa
Corona	CA	92888			

Last Name		First Name		Middle Name	
Bernard		Kyle		Paul	
Employee Name		Employee ID	Other ID	External ID	
Bernard, Kyle		ah1225	483	1225	
First Employed	Last Employed	Date of Birth	Precedence		
Apr 4, 1998		May 3, 1973	0.0		
Address		Type	Contact Information	Note	
989 S. Dupont St		Email	kbernard@anaheim.com		
		SMS	7143933333		
City	State	Zip Code	Emergency	7143938888	Wife Chi
Orange	CA	92888			

Attendance Reports

Punch Status

The Punch Status report shows a summary of employee punch-in and punch-out activity, indicating whether employees punched in or out as required for their shifts. You can filter it by branch, date, and time range. It's used to quickly check punch status for a given date or range, and identify employees who missed a required punch, punched in late or early, or failed to punch out — supporting attendance tracking, compliance, and enforcement of timekeeping policies. Print it for record-keeping or further review.

BHubert							
Punch Status							
Branch: Ryan's PD Range: Aug 18, 2026 13:03 - Aug 19, 2026 13:03 Filter: All Unit: All All Employees Exceptions Only: false							
Punch Time	Type	Status	Employee ID	Employee	Assignment	Activity	IP Address
1959	In	Within Required Time Frame	InTime063	Okafor, Brian	Patrol Unit 7	Night Shift	10.14.22.115
2006	In	Outside Required Time Frame	InTime077	Whitfield, Dana	Patrol Unit 9	Night Shift	10.14.22.122
0358	Out	Within Required Time Frame	InTime077	Whitfield, Dana	Patrol Unit 9	Night Shift	10.14.22.122
0401	Out	Outside Required Time Frame	InTime063	Okafor, Brian	Patrol Unit 7	Night Shift	10.14.22.115
0601	In	Within Required Time Frame	InTime088	Patel, Sameer	Patrol Unit 3	Morning Shift	10.14.22.130
—	In	No Punch Recorded	InTime095	Delgado, Ana	Patrol Unit 5	Morning Shift	—
0757	In	Within Required Time Frame	InTime041	Ramirez, Carlos	Patrol Unit 12	Day Shift	10.14.22.101
0803	In	Within Required Time Frame	InTime052	Chen, Melissa	Patrol Unit 14	Day Shift	10.14.22.108
1400	Out	Within Required Time Frame	InTime088	Patel, Sameer	Patrol Unit 3	Morning Shift	10.14.22.130
1602	Out	Within Required Time Frame	InTime041	Ramirez, Carlos	Patrol Unit 12	Day Shift	10.14.22.101
—	Out	No Punch Recorded	InTime052	Chen, Melissa	Patrol Unit 14	Day Shift	—

Punch Status by Employee

The Punch Status by Employee report lists individual punch records for each employee: punch time, type (in or out), status, assignment, activity, location, and the IP address the punch was made from. You can filter by branch, date/time range, filter, unit, and employee, and limit results to exceptions only. It's used to review a detailed, employee-by-employee punch history — useful for verifying exactly when and where an employee punched in or out and supporting attendance audits and exception review.

BHubert						
Punch Status By Employee						
Branch: Ryan's PD Range: Aug 18, 2026 13:12 - Aug 19, 2026 13:12 Filter: All Unit: All All Employees Exceptions Only: false						
Employee ID: InTime041 Employee: Ramirez, Carlos						
Punch Time	Type	Status	Assignment	Activity	Location	IP Address
0757	In	Within Required Time Frame	Patrol Unit 12	Day Shift	Precinct 4	10.14.22.101
1602	Out	Within Required Time Frame	Patrol Unit 12	Day Shift	Precinct 4	10.14.22.101
Employee ID: InTime063 Employee: Okafor, Brian						
Punch Time	Type	Status	Assignment	Activity	Location	IP Address
1959	In	Within Required Time Frame	Patrol Unit 7	Night Shift	Precinct 4	10.14.22.115
0401	Out	Outside Required Time Frame	Patrol Unit 7	Night Shift	Precinct 4	10.14.22.115
Employee ID: InTime095 Employee: Delgado, Ana						
Punch Time	Type	Status	Assignment	Activity	Location	IP Address
0601	In	Outside Required Time Frame	Patrol Unit 5	Morning Shift	Substation 2	10.14.22.140
—	Out	No Punch Recorded	Patrol Unit 5	Morning Shift	Substation 2	—



On the Beat – When a supervisor is building a case around a chronic attendance problem, Punch Status by Employee provides the record — exactly when an employee punched in or out, and where they fell outside the required window — giving a documented history to point to rather than relying on memory or hearsay.

Punch Status by Location

The Punch Status by Location report lists punch-in and punch-out data for employees at specific locations: punch time, type, status, employee, assignment, activity, and IP address, sorted by Location. You can filter by branch, date/time range, and filter, and limit results to exceptions only. It flags punches that fall outside the required time window — for example, a punch made just a minute past the scheduled start time. It's used to monitor attendance compliance at each location and identify employees who aren't punching in or out as required by policy.

BHubert							
Punch Status By Location							
Branch: Ryan's PD Range: Aug 18, 2026 13:20 - Aug 19, 2026 13:20 Filter: All All Locations Exceptions Only: false							
Location: Precinct 4							
Punch Time	Type	Status	Employee ID	Employee	Assignment	Activity	IP Address
0757	In	Within Required Time Frame	InTime041	Ramirez, Carlos	Patrol Unit 12	Day Shift	10.14.22.101
1602	Out	Within Required Time Frame	InTime041	Ramirez, Carlos	Patrol Unit 12	Day Shift	10.14.22.101
0801	In	Outside Required Time Frame	InTime052	Chen, Melissa	Patrol Unit 14	Day Shift	10.14.22.108
1959	In	Within Required Time Frame	InTime063	Okafor, Brian	Patrol Unit 7	Night Shift	10.14.22.115
0401	Out	Outside Required Time Frame	InTime063	Okafor, Brian	Patrol Unit 7	Night Shift	10.14.22.115
Location: Substation 2							
Punch Time	Type	Status	Employee ID	Employee	Assignment	Activity	IP Address
0601	In	Outside Required Time Frame	InTime095	Delgado, Ana	Patrol Unit 5	Morning Shift	10.14.22.140
—	Out	No Punch Recorded	InTime095	Delgado, Ana	Patrol Unit 5	Morning Shift	—
0559	In	Within Required Time Frame	InTime088	Patel, Sameer	Patrol Unit 3	Morning Shift	10.14.22.130
1400	Out	Within Required Time Frame	InTime088	Patel, Sameer	Patrol Unit 3	Morning Shift	10.14.22.130

Payroll Reports (Additional Module)

Payroll Alerts by Employee

The Payroll Alerts by Employee report lists payroll alerts tied to an employee and an assignment, sorted by Employee. It's used to review payroll-related alerts triggered for specific employees, helping payroll administrators or supervisors quickly identify and address payroll processing issues or exceptions before payroll is finalized.

BHubert		Payroll Alerts By Employee						Aug 18, 2026	
		Branch: Bob's PD Unit Based Filter: All Unit: All All Employees							
Employee		Date	Actual Times	Activity	Location	Rank	Unit	Alert	
7651	Cox, Rodney	Aug 18, 2026	06:00 - 16:00 10:00	Administration 10Admin hour		Chief	Chief of Police	Employee rate info not found for Employee Cox, R on date: Aug 18, 2026	
8114	Tran, Thuan	Aug 18, 2026	17:30 - 06:00 12:30	Night Shift PatrolPatrol		Officer	C Team Officers	Employee rate info not found for Employee Tran, T on date: Aug 18, 2026	
7851	Wintersole, Michael	Aug 18, 2026	12:00 - 22:00 10:00	Traffic Swings	Patrol • Traffic	Sergeant	Traffic Supervisors	Employee rate info not found for Employee Wintersole, M on date: Aug 18, 2026	
8133	Ticorat, Nathan	Aug 18, 2026	06:00 - 14:30 08:30	Support ServicesSupport Days Non-Swor		Police Service	Property and Evidence	Employee rate info not found for Employee Ticorat, N on date: Aug 18, 2026	
8133	Ticorat, Nathan	Aug 18, 2026		Lunch	Support	Police Service	Property and Evidence	Employee rate info not found for Employee Ticorat, N on date: Aug 18, 2026	
7771	Timney, Matthew	Aug 18, 2026	06:00 - 16:00 10:00	Administration 10Admin hour		Captain	Investigations Division Cmdr.	Employee rate info not found for Employee Timney, M on date: Aug 18, 2026	
8152	Yu, Angus	Aug 18, 2026	17:30 - 06:00 12:30	Night Shift PatrolPatrol		Officer	C Team Officers	Employee rate info not found for Employee Yu, A on date: Aug 18, 2026	
7762	Zapotosky, Tammy	Aug 18, 2026	08:00 - 16:30 08:30	Administration 8 Admin hour w/ Lunch		Administrative	COP Staff	Employee rate info not found for Employee Zapotosky, T on date: Aug 18, 2026	
7762	Zapotosky, Tammy	Aug 18, 2026		Lunch	Admin	Administrative	COP Staff	Employee rate info not found for Employee Zapotosky, T on date: Aug 18, 2026	
8156	Shin, Daniel	Aug 18, 2026	12:00 - 22:00 10:00	Detective Swing	CIB	Detective	Detectives	Employee rate info not found for Employee Shin, D on date: Aug 18, 2026	
8085	Sweeney, Eileen	Aug 18, 2026	08:00 - 16:30 08:30	Administration 8 Admin hour w/ Lunch		Administrative	COP Staff	Employee rate info not found for Employee Sweeney, E on date: Aug 18, 2026	
8085	Sweeney, Eileen	Aug 18, 2026		Lunch	Admin	Administrative	COP Staff	Employee rate info not found for Employee Sweeney, E on date: Aug 18, 2026	
8239	Sasaki, Linda	Aug 18, 2026	06:00 - 14:30 08:30	Support ServicesSupport Days Non-Swor		Police Aide	Front Counter Staff	Employee rate info not found for Employee Sasaki, L on date: Aug 18, 2026	
8239	Sasaki, Linda	Aug 18, 2026		Lunch	Support	Police Aide	Front Counter Staff	Employee rate info not found for Employee Sasaki, L on date: Aug 18, 2026	
8165	Thomas, Wendy	Aug 18, 2026	06:00 - 16:30 10:30	Investigations Non Sworn 8	CIB	Police Aide	Detective Civilain Staff	Employee rate info not found for Employee Thomas, W on date: Aug 18, 2026	
8165	Thomas, Wendy	Aug 18, 2026		Lunch	CIB	Police Aide	Detective Civilain Staff	Employee rate info not found for Employee Thomas, W on date: Aug 18, 2026	
8073	Taveras, Rafael	Aug 18, 2026	05:30 - 18:00 12:30	Day Shift Patrol	Patrol	Officer	A Team Officers	Employee rate info not found for Employee Taveras, R on date: Aug 18, 2026	
7770	Ruiz, Paul	Aug 18, 2026	05:30 - 18:00 12:30	Day Shift Patrol	Patrol	Corporal	A Team Officers	Employee rate info not found for Employee Ruiz, P on date: Aug 18, 2026	
Aug 19, 2026 09:09		ISI Applications Test						Page 1	

Payroll Code by Unit

The Payroll Code by Unit report gives a detailed list of employee assignments, sorted by Unit and by your filters, showing the pay code applied to each assignment and any exceptions. An hours modifier added to a base assignment overrides the regular pay code. It's used to audit payroll code usage within each unit, ensure correct coding, identify discrepancies, and compare payroll code application across teams or divisions — supporting payroll accuracy and compliance with internal or external reporting requirements.

This is a Resolved Hours report: it accounts for all hours — worked, leave, assignment overlap, and so on — and adjusts as needed so the hours shown match what an employee actually worked or actually took as leave.

BHubert

Payroll Code By Unit

Jul 1, 2026 - Aug 18, 2026

Branch: Bob's PD Unit Based Filter: All All Units

Unit	A Team Officers									
Employee	Employee ID	Activity	Date		Paid Hours	Rate	Premium Rate	Code	Banked	Total
Blum, Greg	8169	Day Shift Patrol	Jul 26, 2026	05:30-18:00	12.50	\$57.25		regular		\$715.63
Blum, Greg	8169	Day Shift Patrol	Jul 27, 2026	05:30-18:00	12.50	\$57.25		regular		\$715.63
Blum, Greg	8169	Day Shift Patrol	Jul 28, 2026	05:30-18:00	12.50	\$57.25		regular		\$715.63
Blum, Greg	8169	Day Shift Payback	Jul 29, 2026	05:30-18:00	12.50	\$57.25		R		\$715.63
Blum, Greg	8169	Criminal Court Appearance	Jul 30, 2026	09:00-12:00	3.00	\$57.25				\$171.75
Blum, Greg	8169	Day Shift Patrol	Aug 2, 2026	05:30-18:00	12.50	\$57.25		regular		\$715.63
Blum, Greg	8169	Day Shift Patrol	Aug 3, 2026	05:30-18:00	12.50	\$57.25		regular		\$715.63
Blum, Greg	8169	Day Shift Patrol	Aug 4, 2026	05:30-18:00	12.50	\$57.25		regular		\$715.63
Blum, Greg	8169	Day Shift Patrol	Aug 9, 2026	05:30-18:00	12.50	\$57.25		regular		\$715.63
Blum, Greg	8169	Day Shift Patrol	Aug 10, 2026	05:30-18:00	12.50	\$57.25		regular		\$715.63
Blum, Greg	8169	Day Shift Patrol	Aug 11, 2026	05:30-09:00	3.50	\$57.25		regular		\$200.38
Blum, Greg	8169	Court on Call	Aug 11, 2026	09:00-12:00	3.00	\$57.25				\$171.75
Blum, Greg	8169	Day Shift Patrol	Aug 11, 2026	12:00-18:00	6.00	\$57.25		regular		\$343.50
Blum, Greg	8169	Day Shift Patrol	Aug 16, 2026	05:30-18:00	12.50	\$57.25		regular		\$715.63
Blum, Greg	8169	Day Shift Patrol	Aug 17, 2026	05:30-18:00	12.50	\$57.25		regular		\$715.63
Pastor, Edward	8202	Day Shift Patrol	Jul 1, 2026	05:30-18:00	12.50	\$0.00		regular		\$0.00
Pastor, Edward	8202	Day Shift Patrol	Jul 6, 2026	05:30-18:00	12.50	\$0.00		regular		\$0.00
Pastor, Edward	8202	Day Shift Patrol	Jul 7, 2026	05:30-18:00	12.50	\$0.00		regular		\$0.00
Pastor, Edward	8202	Day Shift Patrol	Jul 8, 2026	05:30-18:00	12.50	\$0.00		regular		\$0.00
Pastor, Edward	8202	Day Shift Patrol	Jul 13, 2026	05:30-18:00	12.50	\$0.00		regular		\$0.00
Pastor, Edward	8202	Day Shift Patrol	Jul 14, 2026	05:30-18:00	12.50	\$0.00		regular		\$0.00
Pastor, Edward	8202	Day Shift Patrol	Jul 15, 2026	05:30-18:00	12.50	\$0.00		regular		\$0.00
Pastor, Edward	8202	Day Shift Patrol	Jul 20, 2026	05:30-18:00	12.50	\$0.00		regular		\$0.00
Pastor, Edward	8202	Day Shift Patrol	Jul 21, 2026	05:30-18:00	12.50	\$0.00		regular		\$0.00
Pastor, Edward	8202	Day Shift Patrol	Jul 22, 2026	05:30-18:00	12.50	\$0.00		regular		\$0.00
Pastor, Edward	8202	Day Shift Payback	Jul 26, 2026	05:30-18:00	12.50	\$0.00		R		\$0.00
Pastor, Edward	8202	Day Shift Patrol	Jul 27, 2026	05:30-18:00	12.50	\$0.00		regular		\$0.00
Pastor, Edward	8202	Day Shift Patrol	Jul 28, 2026	05:30-18:00	12.50	\$0.00		regular		\$0.00
Pastor, Edward	8202	Day Shift Patrol	Jul 29, 2026	05:30-18:00	12.50	\$0.00		regular		\$0.00

Aug 19, 2026 09:12

ISI Applications Test

Page 3

Aug 19, 2026 09:12

ISI Applications Test

Page 3

Payroll Detail by Employee

The Payroll Detail by Employee report gives a detailed list of hours worked, pay rate, and total amount owed, broken down by assignment, sorted by Employee. It's used by payroll administrators or supervisors to review payroll details for each employee, verify pay calculations, and audit individual payroll records — supporting accurate payroll processing and resolving discrepancies.

BHubert

Payroll Detail By Employee

Jul 1, 2026 - Aug 18, 2026

Branch: Bob's PD Unit Based Filter: All Unit: All All Employees

Employee 1488

Employee Aguirre, David

Customer	Location	Date	Paid		Premium			Leave			Total	
			Hours	Rate	Hours	Rate	Type	Hours	Rate	Type	Hours	Amount
	Investigations Division	-									0.00	\$0.00
	Investigations Division	Aug 11, 2026	06:00-16:30	10.00	\$0.00						10.00	\$0.00
	Investigations Division	-									0.00	\$0.00
	Investigations Division	Aug 12, 2026	06:00-16:30	10.00	\$0.00						10.00	\$0.00
	Investigations Division	-									0.00	\$0.00
	Investigations Division	Aug 13, 2026	06:00-16:30	10.00	\$0.00						10.00	\$0.00
	Investigations Division	-									0.00	\$0.00
	Investigations Division	Aug 14, 2026	06:00-16:30	10.00	\$0.00						10.00	\$0.00
	Investigations Division	-									0.00	\$0.00
	Investigations Division	Aug 15, 2026	06:00-16:30	10.00	\$0.00						10.00	\$0.00
	Investigations Division	-									0.00	\$0.00
	Investigations Division	Aug 18, 2026	06:00-16:30	10.00	\$0.00						10.00	\$0.00
	Investigations Division	-									0.00	\$0.00
Aguirre, David				350.00		42.00					350.00	
				\$0.00		\$0.00					\$0.00	

Employee 7972

Employee Ausums, Scott

Customer	Location	Date	Paid		Premium			Leave			Total	
			Hours	Rate	Hours	Rate	Type	Hours	Rate	Type	Hours	Amount
	Support Services	Jul 1, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 2, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 6, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 7, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 8, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 9, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 13, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 14, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 15, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 16, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 20, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 21, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 22, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 23, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00
	Support Services	Jul 27, 2026	06:00-16:00	10.00	\$0.00						10.00	\$0.00

Aug 19, 2026 09:16

ISI Applications Test

Page 5

Payroll Detail by Hours Modifier

The Payroll Detail by Hours Modifier report gives a detailed list of hours worked, pay rate, and total amount owed, sorted by Hours Modifier (such as overtime, special event, or premium pay categories). You can filter it further by Demand or Employees, and sort by Date, Employee, Location, or Customer. It's used to review payroll information grouped by hours modifier, verify modifiers are applied correctly and employees are compensated accurately, and audit payroll calculations for specific pay categories – supporting payroll processing, compliance, and identifying discrepancies or trends.

BHubert

Payroll Detail By Hours Modifier

Branch: Bob's PD Unit Based Demands: All Employees: All

Jul 1, 2026 - Aug 18, 2026

Hours Modifier

Backfill - Sick / Injured Pa BF Sick

Customer	Employee ID	Display Name	Location	Date		Paid Hours	Rate	Premium Hours	Rate	Total Hours	Amount
	8169	Blum 5298, G	Patrol Locations	Jul 2, 2026	05:30-18:00	12.50	\$57.25	12.50	\$28.62	12.50	\$1,073.44
Backfill - Sick / Injured Pay						12.50		12.50		12.50	
						\$715.63		\$357.81		\$1,073.44	

Hours Modifier

Backfill - Vacant Position Mln Staff

Customer	Employee ID	Display Name	Location	Date		Paid Hours	Rate	Premium Hours	Rate	Total Hours	Amount
	8237	Mercado, Hector	Patrol Locations	Jul 5, 2026	17:30-06:00	12.50	\$10.00	12.50	\$5.00	12.50	\$187.50
	8099	Marshall, B	Patrol Locations	Jul 5, 2026	17:30-06:00	12.50	\$0.00	12.50	\$0.00	12.50	\$0.00
	7520	Bohen, R	Patrol Locations	Jul 5, 2026	17:30-06:00	12.50	\$0.00	12.50	\$0.00	12.50	\$0.00
Backfill - Vacant Position						37.50		37.50		37.50	
						\$125.00		\$62.50		\$187.50	

Hours Modifier

Backfill - Vacation BF Vac

Customer	Employee ID	Display Name	Location	Date		Paid Hours	Rate	Premium Hours	Rate	Total Hours	Amount
	8041	Carlson, E.	Patrol Locations	Jul 8, 2026	17:30-06:00	12.50	\$0.00	12.50	\$0.00	12.50	\$0.00
Backfill - Vacation						12.50		12.50		12.50	
						\$0.00		\$0.00		\$0.00	

Hours Modifier

Shift Differential Pay SDP

Customer	Employee ID	Display Name	Location	Date		Paid Hours	Rate	Premium Hours	Rate	Total Hours	Amount
	1686	Bashta, C	Communications Center	Jun 30, 2026	17:30-06:00	12.50	\$0.00	12.50	\$0.00	12.50	\$0.00
	1673	Cross, Brandon	Communications Center	Jun 30, 2026	17:30-06:00	12.50	\$0.00	12.50	\$0.00	12.50	\$0.00
	8182	Martinez, D	Patrol Locations	Jul 1, 2026	05:30-06:00			0.50	\$0.00	0.00	\$0.00
	1430	Bair, C	Communications Center	Jul 1, 2026	17:30-06:00	12.50	\$0.00	12.50	\$0.00	12.50	\$0.00
	7581	Dang, M	Communications Center	Jul 1, 2026	17:30-06:00	12.50	\$0.00	12.50	\$0.00	12.50	\$0.00
	1576	Brioso, O	Communications Center	Jul 1, 2026	17:30-06:00	12.50	\$0.00	12.50	\$0.00	12.50	\$0.00
	7751	Perera, R	Patrol Locations	Jul 1, 2026	18:00-06:00			12.00	\$0.00	0.00	\$0.00

Aug 19, 2026 09:19

ISI Applications Test

Page 1

Payroll Detail by Location

The Payroll Detail by Location report gives a detailed list of hours worked, pay rate, and total amount owed, sorted by Location. It's used to review payroll details for all employees grouped by where the work was performed — helping ensure payroll accuracy, compare payroll costs across sites or departments, and support budgeting, billing, and cost allocation.

BHubert

Payroll Detail By Location

Jan 1, 2026 - Aug 20, 2026

Branch: Rebel Alliance PD Filter: All All Locations

Note: Total dollar value is sum of each row after rounding to 2 decimal places

Customer

Location

Internal

Employee	Location	Date	Actual Times	Paid		Premium			Leave			Total		
				Hours	Rate	Hours	Rate	Type	Hours	Rate	Type	Hours	Amount	
InTime031	3PO, C	Traffic Squadron	Jan 2, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 3, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 4, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 7, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 8, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 12, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 13, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 16, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 17, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 18, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 21, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 22, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 26, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 27, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 30, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Jan 31, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 1, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 4, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 5, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 9, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 10, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 13, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 14, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 15, 2026	06:00 - 18:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 18, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 19, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 21, 2026	12:00 - 24:00	12.00	\$0.00	12.00	\$0.00	OT				12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 23, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 24, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 27, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Feb 28, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00
InTime031	3PO, C	Traffic Squadron	Mar 1, 2026	12:00 - 24:00	12.00	\$0.00							12.00	\$0.00

Aug 20, 2026 15:51

ISI Applications Test

Page 1

Billing Reports

Billing Alert by Location

The Billing Alert by Location report lists billing alerts tied to assignments, sorted by Location — flagging scheduled assignments at locations where the Location Rate isn't set up, or where assignments overlap with different rates. It's used to identify and review billing-related issues or exceptions at specific locations, helping administrators or billing staff catch and resolve discrepancies before invoicing customers.

BHubert

Billing Alert By Location

Aug 1, 2026 - Aug 18, 2026

Branch: Aaron's PD Filter: All All Locations

Customer Location		Internal Locations						
Employee		Date	Actual Times	Activity	Location	Rank	Unit	Alert
7511	Ayres, Bryce	Aug 1, 2026	07:00 - 15:00 08:00	Patrol Days		Dispatcher		No Location Rate for Location Internal Locations
7511	Ayres, Bryce	Aug 5, 2026	07:00 - 15:00 08:00	Patrol Days		Dispatcher		No Location Rate for Location Internal Locations
7511	Ayres, Bryce	Aug 6, 2026	07:00 - 15:00 08:00	Patrol Days		Dispatcher		No Location Rate for Location Internal Locations
7511	Ayres, Bryce	Aug 7, 2026	07:00 - 15:00 08:00	Patrol Days		Dispatcher		No Location Rate for Location Internal Locations
7511	Ayres, Bryce	Aug 8, 2026	07:00 - 15:00 08:00	Patrol Days		Dispatcher		No Location Rate for Location Internal Locations
7511	Ayres, Bryce	Aug 12, 2026	07:00 - 15:00 08:00	Patrol Days		Dispatcher		No Location Rate for Location Internal Locations
7511	Ayres, Bryce	Aug 13, 2026	07:00 - 15:00 08:00	Patrol Days		Dispatcher		No Location Rate for Location Internal Locations
7511	Ayres, Bryce	Aug 14, 2026	07:00 - 15:00 08:00	Patrol Days		Dispatcher		No Location Rate for Location Internal Locations
7511	Ayres, Bryce	Aug 15, 2026	07:00 - 15:00 08:00	Patrol Days		Dispatcher		No Location Rate for Location Internal Locations
APD001	Lecter, Hannibal	Aug 1, 2026	07:00 - 15:00 08:00	Patrol Days	Patrol	Lieutenant	Professional Standards	No Location Rate for Location Patrol
APD001	Lecter, Hannibal	Aug 2, 2026	07:00 - 15:00 08:00	Patrol Days		Lieutenant	Professional Standards	No Location Rate for Location Patrol
APD001	Lecter, Hannibal	Aug 3, 2026	07:00 - 15:00 08:00	Patrol Days		Lieutenant	Professional Standards	No Location Rate for Location Patrol
APD001	Lecter, Hannibal	Aug 4, 2026	07:00 - 15:00 08:00	Patrol Days		Lieutenant	Professional Standards	No Location Rate for Location Patrol
APD001	Lecter, Hannibal	Aug 7, 2026	07:00 - 15:00 08:00	Patrol Days		Lieutenant	Professional Standards	No Location Rate for Location Patrol
APD001	Lecter, Hannibal	Aug 8, 2026	07:00 - 15:00 08:00	Patrol Days		Lieutenant	Professional Standards	No Location Rate for Location Patrol
APD001	Lecter, Hannibal	Aug 9, 2026	07:00 - 15:00 08:00	Patrol Days		Lieutenant	Professional Standards	No Location Rate for Location Patrol
APD001	Lecter, Hannibal	Aug 10, 2026	07:00 - 15:00 08:00	Patrol Days		Lieutenant	Professional Standards	No Location Rate for Location Patrol
APD001	Lecter, Hannibal	Aug 11, 2026	07:00 - 15:00 08:00	Patrol Days		Lieutenant	Professional Standards	No Location Rate for Location Patrol
APD001	Lecter, Hannibal	Aug 14, 2026	07:00 - 15:00 08:00	Patrol Days		Lieutenant	Professional Standards	No Location Rate for Location Patrol
APD001	Lecter, Hannibal	Aug 15, 2026	07:00 - 15:00 08:00	Patrol Days		Lieutenant	Professional Standards	No Location Rate for Location Patrol
APD001	Lecter, Hannibal	Aug 16, 2026	07:00 - 15:00 08:00	Patrol Days		Lieutenant	Professional Standards	No Location Rate for Location Patrol

Aug 19, 2026 09:24

ISI Applications Test

Page 1

Billing Detail by Location

The Billing Detail by Location report gives a detailed list of hours worked, the associated billing rate, and the total amount to bill a customer, sorted by Location. It's used for a full accounting of work performed and dollars owed by a customer at a location, based on the agreed rate — supporting accurate invoicing and financial reconciliation.

Customer Location		Vancouver Convention Centre											
Employee	Location	Date	Actual Times	Earned		Premium		Type	Leave		Type	Total	
				Hours	Rate	Hours	Rate		Hours	Rate		Hours	Amount
InTime063	Loading Dock B	Aug 10, 2026	20:00 - 04:00	8.00	\$95.00							8.00	\$760.00
InTime063	Loading Dock B	Aug 11, 2026	20:00 - 04:00	8.00	\$95.00							8.00	\$760.00
Okafor, Brian				16.00								16.00	\$1,520.00
InTime041	Main Concourse	Aug 3, 2026	08:00 - 16:00	8.00	\$95.00							8.00	\$760.00
InTime041	Main Concourse	Aug 4, 2026	08:00 - 16:00	8.00	\$95.00							8.00	\$760.00
InTime041	Main Concourse	Aug 5, 2026	08:00 - 18:00	8.00	\$95.00	2.00	\$142.50	OT				10.00	\$1,045.00
Ramirez, Carlos				24.00		2.00						26.00	\$2,565.00
InTime052	Main Concourse	Aug 3, 2026	08:00 - 16:00	8.00	\$95.00							8.00	\$760.00
InTime052	Main Concourse	Aug 4, 2026	—						8.00	\$95.00	Sick	8.00	\$760.00
Chen, Melissa				8.00					8.00			16.00	\$1,520.00
Aug 19, 2026 14:05						Ryan's PD						Page 1	

Billing Summary by Customer

The Billing Summary by Customer report gives a summary of hours worked, the associated billing rate, and the total amount to bill, sorted by Customer, for the date range you select. It's used to review and verify total billable hours and charges for each customer, supporting accurate invoicing, financial reconciliation, and customer account management.

BHubert

Billing Summary By Customer

Aug 1, 2026 - Aug 18, 2026

Branch: Rebel Alliance PD Filter: All All Customers

Customer Location	Internal	Earned		Premium		Leave		Total	
Employee		Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount
InTime031	3PO, C	108.00	\$0.00					108.00	\$0.00
InTime034	Ackbar, Admiral	100.00	\$8,000.00					100.00	\$8,000.00
InTime048	Amidala, Padme	100.00	\$0.00					100.00	\$0.00
InTime054	Antillies, Wedge	100.00	\$8,000.00					100.00	\$8,000.00
InTime003	Calrissian, Lando	100.00	\$0.00					100.00	\$0.00
InTime004	Chewbacca, Chewy	100.00	\$8,000.00					100.00	\$8,000.00
InTime030	Dameron, Poe	100.00	\$0.00					100.00	\$0.00
InTime045	Darklighter, Biggs	100.00	\$0.00					100.00	\$0.00
InTime022	Fett, Bo	40.00	\$3,200.00					40.00	\$3,200.00
InTime055	Gaillia, Adi	100.00	\$8,000.00					100.00	\$8,000.00
InTime056	Holdo, Amilyn AKA Laura Dern	100.00	\$0.00					100.00	\$0.00
InTime033	Jinn, Qui-Gon	100.00	\$0.00					100.00	\$0.00
InTime010	Kenobi, Ben	100.00	\$0.00					100.00	\$0.00
InTime049	Kryze, Bo-Katan	108.00	\$0.00					108.00	\$0.00
InTime040	Secura, Aayla	100.00	\$0.00					100.00	\$0.00
InTime011	Skywalker, Anakin	8.00	\$0.00					8.00	\$0.00
InTime014	Skywalker, Luke	100.00	\$0.00					100.00	\$0.00
InTime012	Skywalker, Ray	24.00	\$0.00					24.00	\$0.00
InTime017	Solo, Han AKA - Harrison Ford	100.00	\$8,000.00					100.00	\$8,000.00
InTime038	Windu, Mace	100.00	\$0.00					100.00	\$0.00
InTime057	Wren, Sabine	100.00	\$8,000.00					100.00	\$8,000.00
Total (Internal):			1,888.00		0.00		0.00		1,888.00
			\$51,200.00		\$0.00		\$0.00		\$51,200.00
Grand Total:			1,888.00		0.00		0.00		1,888.00
			\$51,200.00		\$0.00		\$0.00		\$51,200.00

Margin Detail by Customer

The Margin Detail by Customer report gives a detailed review of margin profit or loss, sorted by Customer. It requires either an employee pay rate set up on the employee record, or a pay rate set up in the Location Rate. It's used to analyze the profitability of services provided to each customer — helping organizations assess which accounts are generating profit or loss and support informed business decisions.

BHubert		Margin Detail by Customer										Aug 1, 2026 - Aug 18, 2026						
		Branch: Rebel Alliance PD Filter: All All Customers																
Customer	Location	Internal																
Employee	Date	Earned			Premium			Leave			All Hours			Total \$				
		Hrs	Cost	Bill	Hrs	Cost	Bill	Hrs	Cost	Type	Bill	Bill	Unbill	Cost	Cost	Bill	Margin	%
3PO, C	Aug 1, 2026	06:00 - 18:00	12.00	0.00	0.00							12.00	12.00					
3PO, C	Aug 2, 2026	06:00 - 18:00	12.00	0.00	0.00							12.00	12.00					
3PO, C	Aug 5, 2026	12:00 - 00:00	12.00	0.00	0.00							12.00	12.00					
3PO, C	Aug 6, 2026	12:00 - 00:00	12.00	0.00	0.00							12.00	12.00					
3PO, C	Aug 10, 2026	12:00 - 00:00	12.00	0.00	0.00							12.00	12.00					
3PO, C	Aug 11, 2026	12:00 - 00:00	12.00	0.00	0.00							12.00	12.00					
3PO, C	Aug 14, 2026	12:00 - 00:00	12.00	0.00	0.00							12.00	12.00					
3PO, C	Aug 15, 2026	12:00 - 00:00	12.00	0.00	0.00							12.00	12.00					
3PO, C	Aug 16, 2026	12:00 - 00:00	12.00	0.00	0.00							12.00	12.00					
Ackbar, Admiral	Aug 3, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Ackbar, Admiral	Aug 4, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Ackbar, Admiral	Aug 5, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Ackbar, Admiral	Aug 6, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Ackbar, Admiral	Aug 10, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Ackbar, Admiral	Aug 11, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Ackbar, Admiral	Aug 12, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Ackbar, Admiral	Aug 13, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Ackbar, Admiral	Aug 17, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Ackbar, Admiral	Aug 18, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Amidala, Padme	Aug 3, 2026	11:00 - 21:00	10.00	0.00	0.00							10.00	10.00					
Amidala, Padme	Aug 4, 2026	11:00 - 21:00	10.00	0.00	0.00							10.00	10.00					
Amidala, Padme	Aug 5, 2026	11:00 - 21:00	10.00	0.00	0.00							10.00	10.00					
Amidala, Padme	Aug 6, 2026	11:00 - 21:00	10.00	0.00	0.00							10.00	10.00					
Amidala, Padme	Aug 10, 2026	11:00 - 21:00	10.00	0.00	0.00							10.00	10.00					
Amidala, Padme	Aug 11, 2026	11:00 - 21:00	10.00	0.00	0.00							10.00	10.00					
Amidala, Padme	Aug 12, 2026	11:00 - 21:00	10.00	0.00	0.00							10.00	10.00					
Amidala, Padme	Aug 13, 2026	11:00 - 21:00	10.00	0.00	0.00							10.00	10.00					
Amidala, Padme	Aug 17, 2026	11:00 - 21:00	10.00	0.00	0.00							10.00	10.00					
Amidala, Padme	Aug 18, 2026	11:00 - 21:00	10.00	0.00	0.00							10.00	10.00					
Antilles, Wedge	Aug 3, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Antilles, Wedge	Aug 4, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Antilles, Wedge	Aug 5, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Antilles, Wedge	Aug 6, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Antilles, Wedge	Aug 10, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Antilles, Wedge	Aug 11, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	
Antilles, Wedge	Aug 12, 2026	05:30 - 15:30	10.00	0.00	80.00							10.00	10.00		800.00	800.00	100.00	

Margin Summary by Customer

The Margin Summary by Customer report gives a summarized review of margin profit or loss, sorted by Customer. It doesn't include employee details – see the Margin Detail by Customer report for that. It's used to quickly assess overall profitability or loss for each customer, supporting financial analysis and strategic decision-making about customer accounts.

BHubert											
Margin Summary by Customer											
Branch: Bob's PD Unit Based Filter: All All Customers											
Aug 1, 2026 - Aug 18, 2026											
Customer	Location	Bill \$	Cost \$	%Cost	Margin \$	%Margin	Earned	Premium	Leave	Bill	Unbill
	Administration	0.00	0.00		0.00		970.00	0.00	0.00%	0.00	0.00
	Total	0.00	0.00		0.00		970.00	0.00	0.00%	0.00	0.00
	Investigations Division	0.00	0.00		0.00		1,720.00	14.00	0.81%	0.00	0.00
	Total	0.00	0.00		0.00		1,720.00	14.00	0.81%	0.00	0.00
	Patrol Locations	0.00	16,268.92		- 16,268.92		5,359.50	209.50	3.91%	12.50	0.00
	Total	0.00	16,268.92		- 16,268.92		5,359.50	209.50	3.91%	12.50	0.00
	Support Services	0.00	2,500.00		- 2,500.00		4,837.00	562.50	11.63%	0.00	0.00
	Total	0.00	2,500.00		- 2,500.00		4,837.00	562.50	11.63%	0.00	0.00
	District Attorney	0.00	171.75		- 171.75		3.00	0.00	0.00%	0.00	0.00
	Total	0.00	171.75		- 171.75		3.00	0.00	0.00%	0.00	0.00
	Bill \$	Cost \$	%Bill	Margin \$	%Margin	Earned	Premium	%OT	Leave	Bill	Unbill
Grand Total	0.00	18,940.67		- 18,940.67		12,889.50	786.00	6.10%	12.50	12,902.00	0.00

Notification Reports

Notification Detail

The Notification Detail report lists notifications sent from the system or by a user, sorted by send order, for the date range you select. It shows each notification's content, recipient, and contact method (device). It's used to confirm that every contact on a message was notified, audit communication, troubleshoot delivery issues, and review the exact messages sent to employees.

BHubert			
Notification Detail			
Aug 1, 2026 - Aug 18, 2026			
Branch: Bob's PD Unit Based Sent By: All Notify Via All			
Time	Aug 5, 2026 - 07:31	Sent By	Request
Message	District Attorney - Scheduled: You have been Scheduled by District Attorney for: Aug 11, 2026 09:00 - 12:00 by rcote When: Aug 11, 2026 09:00 - 12:00 Activity: Court on Call Location: Criminal Court Charge: VC 23152(a) DR Number: 26-1054 Defendant / Respondent Name: Harris, Frank Offense Date: 4-27-2026 Prosecutor: Jones, Francis Subpoena Number: WM467681321685		
	Recipient	Contact	Status
	Blum, Greg (8169)	rcote@intimesoft.com	
Time	Aug 5, 2026 - 07:31	Sent By	Request
Message	Schedule Request - Approved: Your Schedule Request for Aug 11, 2026 09:00 - 12:00 has been Approved by rcote		
	Employee: Blum 5298, G When: Aug 11, 2026 09:00 - 12:00 Activity: Court on Call Location: Criminal Court Notes: Status: Approved Note to Agent:		
	Charge: VC 23152(a) DR Number: 26-1054 Defendant / Respondent Name: Harris, Frank Offense Date: 4-27-2026 Prosecutor: Jones, Francis Subpoena Number: WM467681321685		
	Recipient	Contact	Status
	rcote (User)	rcote@intimesoft.com	
Time	Aug 5, 2026 - 07:31	Sent By	System
Message	New Assignment: Tuesday Aug 11, 2026 09:00-12:00		
	Recipient	Contact	Status
	Blum, Greg (8169)	iOS: iPad	
	Blum, Greg (8169)	iOS: iPhone	
Time	Aug 5, 2026 - 07:32	Sent By	Request
Message	Schedule Request - Approved: Your Schedule Request for Aug 11, 2026 09:00 - 12:00 has been Approved by rcote		
	Employee: Blum 5298, G When: Aug 11, 2026 09:00 - 12:00 Activity: Court on Call Location: Criminal Court Notes: Status: Approved Note to Agent:		
	Charge: VC 23152(a) DR Number: 26-1054 Defendant / Respondent Name: Harris, Frank Offense Date: 4-27-2026 Prosecutor: Jones, Francis Subpoena Number: WM467681321685		
	Recipient	Contact	Status
	rcote (User)	rcote@intimesoft.com	

Notification Detail by Employee

The Notification Detail by Employee report lists notifications sent from the system or by a user, sorted by Employee, for the date range you select. It shows each notification's content, making it easy to review everything sent to a specific individual — unlike the general Notification Detail report, which isn't organized by recipient. It's used to audit communication with specific employees, troubleshoot delivery issues for an individual, and confirm exactly what messages an employee received during a given period.

BHubert

Notification Detail By Employee

Aug 1, 2026 - Aug 18, 2026

Branch: Bob's PD Unit Based

Sent By: All

Filter: All

Unit: All

All Employees

Employee	8169	Blum, Greg		
Time	Sent By	Contact	Status	Message
Aug 5, 2026 - 07:31	Request	rcote@intimesoft.com		District Attorney - Scheduled: You have been Scheduled by District Attorney for: Aug 11, 2026 09:00 - 12:00 by rcote When: Aug 11, 2026 09:00 - 12:00 Activity: Court on Call Location: Criminal Court Charge: VC 23152(a) DR Number: 26-1054 Defendant / Respondent Name: Harris, Frank Offense Date: 4-27-2026 Prosecutor: Jones, Francis Subpoena Number: WM467681321685 New Assignment: Tuesday Aug 11, 2026 09:00-12:00
Aug 5, 2026 - 07:31	System	iOS: iPad		New Assignment: Tuesday Aug 11, 2026 09:00-12:00
Aug 5, 2026 - 07:31	System	iOS: iPhone		District Attorney - Scheduled: You have been Scheduled by District Attorney for: Aug 11, 2026 09:00 - 12:00 by rcote When: Aug 11, 2026 09:00 - 12:00 Activity: Court on Call Location: Criminal Court Charge: VC 23152(a) DR Number: 26-1054 Defendant / Respondent Name: Harris, Frank Offense Date: 4-27-2026 Prosecutor: Jones, Francis Subpoena Number: WM467681321685
Aug 5, 2026 - 07:32	Request	rcote@intimesoft.com		Assignment Removed: Tuesday Aug 11, 2026 13:00-16:00
Aug 5, 2026 - 07:33	System	iOS: iPad		Assignment Removed: Tuesday Aug 11, 2026 13:00-16:00
Aug 5, 2026 - 07:33	System	iOS: iPhone		Assignment Changed: Tuesday Aug 11, 2026 05:30-18:00
Aug 5, 2026 - 07:33	System	iOS: iPad		Assignment Changed: Tuesday Aug 11, 2026 05:30-18:00
Aug 5, 2026 - 07:33	System	iOS: iPhone		District Attorney - Scheduled: You have been Scheduled by District Attorney for: Aug 18, 2026 09:00 - 12:00 by When: Aug 18, 2026 09:00 - 12:00 Activity: Criminal Court Appearance Location: Criminal Court DR Number: 25-9995
Aug 5, 2026 - 07:41	Request	rcote@intimesoft.com		Assignment Changed: Tuesday Aug 18, 2026 05:30-18:00
Aug 5, 2026 - 07:41	System	iOS: iPad		Assignment Changed: Tuesday Aug 18, 2026 05:30-18:00
Aug 5, 2026 - 07:41	System	iOS: iPhone		District Attorney - Unscheduled: You have been Unscheduled by District Attorney for: Aug 18, 2026 09:00 - 12:00 by rcote When: Aug 18, 2026 09:00 - 12:00 Activity: Criminal Court Appearance Location: Criminal Court DR Number: 25-9995
Aug 5, 2026 - 07:42	System	iOS: iPad		Assignment Changed: Tuesday Aug 18, 2026 05:30-18:00
Aug 5, 2026 - 07:42	System	iOS: iPhone		Assignment Changed: Tuesday Aug 18, 2026 05:30-18:00
Aug 6, 2026 - 07:32		rcote@intimesoft.com		Missed Reminder - Court on Call: You missed the reminder for Court on Call scheduled for 2026 Aug 11 09:00. Acknowledgment is overdue by 24:00. Employees in the following group have been notified: Sergeants Please click the acknowledgment link below Acknowledge
Aug 6, 2026 - 21:00	Timesheets	rcote@intimesoft.com		Timesheet Overdue: You have not submitted your Timesheet for the period from Jul 10, 2026 to Jul 23, 2026 as of Aug 7, 2026 00:00 EDT.
Aug 14, 2026 - 10:11	Request	rcote@intimesoft.com		District Attorney - Scheduled: You have been Scheduled by District Attorney for: Aug 20, 2026 09:00 - 12:00 by rcote When: Aug 20, 2026 09:00 - 12:00 Activity: Court on Call Location: Criminal Court Charge: PC 459(A) DR Number: 26-2569 Defendant / Respondent Name: Jones, Greg Offense Date: 01-26-2026 Prosecutor: Franks, Fred Subpoena Number: WM-26-2154897
Aug 14, 2026 - 10:11	System	iOS: iPad		New Assignment: Thursday Aug 20, 2026 09:00-12:00
Aug 14, 2026 - 10:11	System	iOS: iPhone		Missed Reminder - Court on Call: You missed the reminder for Court on Call scheduled for 2026 Aug 20 09:00. Acknowledgment is overdue by 24:00. Employees in the following group have been notified: Sergeants Please click the acknowledgment link below Acknowledge
Aug 15, 2026 - 10:10		rcote@intimesoft.com		
Employee	7829	Clemons, Mark		
Time	Sent By	Contact	Status	Message
Aug 6, 2026 - 07:32		rcote@intimesoft.com		Missed Reminder - Blum 5298, G: Blum 5298, G missed the reminder for Court on Call scheduled for 2026 Aug 11 09:00. Acknowledgment is overdue by 24:00. Cell: 949-526-5874

Aug 19, 2026 09:34

ISI Applications Test

Page 1

 **On the Beat** – A supervisor gets a grievance: an employee claims they were never notified about a shift change or overtime opportunity. Running Notification Detail by Employee settles it immediately — it shows the exact device, delivery method (push, SMS, or email), and timestamp for every notification sent to that person, so "I never got it" can be confirmed or corrected on the spot.

Notification Summary

The Notification Summary report gives a summarized list of all notifications sent, in the order sent, for the date range you select. Sort it by User, System, Find/Fill, Punched, Timesheets, or Requests. It doesn't include the detailed content covered in the Notification Detail reports. It's used for a high-level, quick audit of overall notification activity – confirming notifications are being sent as expected without reviewing every message.

Notification Summary			Aug 1, 2026 - Aug 18, 2026
Branch: Bob's PD Unit Based Sent By: All Notify Via All			
Time	Sent By	Message	
Aug 5, 2026 - 07:31	rcote	Reminder: Court on Call: 2026 Aug 11 at 09:00	
Aug 5, 2026 - 07:31	Request	District Attorney - Scheduled: You have been Scheduled by District Attorney for: Aug 11, 2026 09:00 - 12:00 by rcote When: Aug 11, 2026 09:00 - 12:00 Activity: Court on Call Location: Criminal Court Charge: VC 23152(a) DR Number: 26-1054 Defendant / Respondent Name: Harris, Frank Offense Date: 4-27-2026 Prosecutor: Jones, Francis Subpoena Number: WM467681321685	
Aug 5, 2026 - 07:31	Request	You have been Scheduled by District Attorney for: Aug 11, 2026 09:00 - 12:00 by rcote	
Aug 5, 2026 - 07:31	Request	Schedule Request - Approved: Your Schedule Request for Aug 11, 2026 09:00 - 12:00 has been Approved by rcote	
		Employee: Blum 5298, G	
		When: Aug 11, 2026 09:00 - 12:00	
		Activity: Court on Call	
		Location: Criminal Court	
		Notes:	
		Status: Approved	
		Note to Agent:	
		Charge: VC 23152(a)	
		DR Number: 26-1054	
		Defendant / Respondent Name: Harris, Frank	
		Offense Date: 4-27-2026	
		Prosecutor: Jones, Francis	
		Subpoena Number: WM467681321685	
Aug 5, 2026 - 07:31	Request	Your Schedule Request for Aug 11, 2026 09:00 - 12:00 has been Approved by rcote	
Aug 5, 2026 - 07:31	rcote	Reminder: Court on Call: 2026 Aug 11 at 09:00	
Aug 5, 2026 - 07:31	System	New Assignment: Tuesday Aug 11, 2026 09:00-12:00	
Aug 5, 2026 - 07:31	System	New Assignment: Tuesday Aug 11, 2026 09:00-12:00	
Aug 5, 2026 - 07:32	rcote	Reminder: Court on Call: 2026 Aug 11 at 09:00	
Aug 5, 2026 - 07:32	rcote	Reminder: Court on Call: 2026 Aug 11 at 09:00	
Aug 5, 2026 - 07:32	Request	You have been Scheduled by District Attorney for: Aug 11, 2026 09:00 - 12:00 by rcote	
Aug 5, 2026 - 07:32	Request	Schedule Request - Approved: Your Schedule Request for Aug 11, 2026 09:00 - 12:00 has been Approved by rcote	
		Employee: Blum 5298, G	
		When: Aug 11, 2026 09:00 - 12:00	
		Activity: Court on Call	
		Location: Criminal Court	
		Notes:	
		Status: Approved	
		Note to Agent:	
		Charge: VC 23152(a)	
		DR Number: 26-1054	
		Defendant / Respondent Name: Harris, Frank	
		Offense Date: 4-27-2026	
		Prosecutor: Jones, Francis	
		Subpoena Number: WM467681321685	
Aug 5, 2026 - 07:32	Request	Your Schedule Request for Aug 11, 2026 09:00 - 12:00 has been Approved by rcote	
Aug 5, 2026 - 07:32	Request	District Attorney - Scheduled: You have been Scheduled by District Attorney for: Aug 11, 2026 09:00 - 12:00 by rcote When: Aug 11, 2026 09:00 - 12:00 Activity: Court on Call Location: Criminal Court Charge: VC 23152(a) DR Number: 26-1054 Defendant / Respondent Name: Harris, Frank Offense Date: 4-27-2026 Prosecutor: Jones, Francis Subpoena Number: WM467681321685	
Aug 5, 2026 - 07:33	System	Assignment Removed: Tuesday Aug 11, 2026 13:00-16:00	
Aug 5, 2026 - 07:33	System	Assignment Removed: Tuesday Aug 11, 2026 13:00-16:00	
Aug 5, 2026 - 07:33	System	Assignment Changed: Tuesday Aug 11, 2026 05:30-18:00	
Aug 5, 2026 - 07:33	System	Assignment Changed: Tuesday Aug 11, 2026 05:30-18:00	
Aug 5, 2026 - 07:41	Request	You have been Scheduled by District Attorney for: Aug 18, 2026 09:00 - 12:00 by	
Aug 5, 2026 - 07:41	Request	District Attorney - Scheduled: You have been Scheduled by District Attorney for: Aug 18, 2026 09:00 - 12:00 by When: Aug 18, 2026 09:00 - 12:00 Activity: Criminal Court Appearance Location: Criminal Court DR Number: 25-9995	
Aug 5, 2026 - 07:41	rcotewsd	Reminder: Criminal Court Appearance: 2026 Aug 18 at 09:00	
Aug 5, 2026 - 07:41	rcotewsd	Reminder: Criminal Court Appearance: 2026 Aug 18 at 09:00	
Aug 5, 2026 - 07:41	System	Assignment Changed: Tuesday Aug 18, 2026 05:30-18:00	
Aug 5, 2026 - 07:41	System	Assignment Changed: Tuesday Aug 18, 2026 05:30-18:00	
Aug 5, 2026 - 07:41	Request	You have been Unscheduled by District Attorney for: Aug 18, 2026 09:00 - 12:00 by rcote	
Aug 19, 2026 09:35		ISI Applications Test	Page 1

Reminder Acknowledgement by Customer

The Reminder Acknowledgement by Customer report lists task/reminder notifications, sorted by Customer, and shows whether each was acknowledged (the "Got It" confirmation) by the recipient. It's used to audit and confirm that employees have acknowledged important reminders or tasks for a specific customer – supporting compliance or operational follow-up, and documenting that required notifications were seen and confirmed as required by agency or customer agreements.

BHHubert	Reminder Acknowledgment By Customer					Jan 1, 2026 - Aug 19, 2026
Branch: Rebel Alliance PD Status: All All Customers						
Customer Vancouver Convention Centre						
Date	Employee	Activity	Location	Reminder		Acknowledgment
				Type	Status	
Feb 14, 2026	Ramirez, Carlos	Event Security Briefing	Main Concourse	Policy	Sent	Acknowledged - Feb 14, 2026 07:30
Mar 2, 2026	Whitfield, Dana	Radio Channel Assignment Update	Main Concourse	Schedule	Sent	Acknowledged - Mar 2, 2026 06:52
Apr 18, 2026	Chen, Melissa	Event Security Briefing	Loading Dock B	Policy	Sent	Not Acknowledged
Customer BC Place Stadium						
Date	Employee	Activity	Location	Reminder		Acknowledgment
				Type	Status	
May 30, 2026	Kenobi, Ben	Crowd Control Plan Review	Gate 6	Policy	Sent	Acknowledged - May 30, 2026 15:10
Jun 22, 2026	Organa, Leia	Radio Channel Assignment Update	Gate 6	Schedule	Sent	Acknowledged - Jun 22, 2026 14:47

Reminder Acknowledgement by Employee

The Reminder Acknowledgement by Employee report lists task/reminder notifications and shows whether each was acknowledged (the "Got It" confirmation), sorted by Employee. It's used to track which employees have acknowledged specific reminders or tasks, so supervisors or administrators can confirm that important notifications have been seen and confirmed by each employee – helping maintain accountability for required communications.

BHubert	Reminder Acknowledgment By Employee					Jan 1, 2026 - Aug 19, 2026
	Branch: Rebel Alliance PD Filter: All Unit: All Status: All All Employees					
	Employee Ramirez, Carlos Employee ID InTime041					
	Date	Activity	Location	Reminder		Acknowledgment
				Type	Status	
	Feb 3, 2026	Body Cam Policy Update	Central District	Policy	Sent	Acknowledged - Feb 3, 2026 14:12
	May 15, 2026	Mandatory Firearms Recert Reminder	Central District	Training	Sent	Acknowledged - May 15, 2026 08:47
	Jul 20, 2026	Shift Swap Approval Needed	Central District	Schedule	Sent	Not Acknowledged
	Employee Chen, Melissa Employee ID InTime052					
	Date	Activity	Location	Reminder		Acknowledgment
Type				Status		
Mar 10, 2026	Body Cam Policy Update	Downtown Precinct	Policy	Sent	Acknowledged - Mar 10, 2026 09:03	
Jun 1, 2026	Annual Safety Briefing	Downtown Precinct	Safety	Sent	Acknowledged - Jun 2, 2026 07:55	

Asset Reports (Additional Module)

Asset Alerts by Asset

The Asset Alerts by Asset report lists expired assets along with the employees they're currently assigned to. You can set a Start and End Date and select which employees to include. It's used to quickly identify compliance issues related to asset expirations (set in the asset module), helping ensure employees aren't using equipment that's no longer valid or safe.

BHubert		Asset Alerts By Asset				Jan 1, 2026 - Aug 19, 2026
Branch: Rebel Alliance PD Asset Type: All All Assets						
Asset Type Vehicles						
Asset ID	Serial ID	Model	Effective	Expires	Alert	Assigned Employee
VEH-1030	1GNSKHKC3MR112233	Ford Explorer PIU	Feb 1, 2023	Jul 1, 2026	Expired	Whitfield, Dana
VEH-1018	1FTFW1E5XLFA98765	Chevrolet Tahoe PPV	Apr 10, 2022	Jun 20, 2026	Expired	Kenobi, Ben
Asset Type Firearms						
Asset ID	Serial ID	Model	Effective	Expires	Alert	Assigned Employee
FA-2214	SW-M&P-88213	Smith & Wesson M&P 15	May 10, 2023	May 10, 2026	Expired	Chen, Melissa
FA-2190	GLK-541092	Glock 22 Gen5	Jan 12, 2022	Jan 12, 2026	Expired	Organa, Leia
Asset Type Radios						
Asset ID	Serial ID	Model	Effective	Expires	Alert	Assigned Employee
RAD-3310	MTR-XPR7550-0091	Motorola APX 8500	Jun 1, 2023	Jun 1, 2026	Expired	Ramirez, Carlos
RAD-3298	MTR-XPR3500-0217	Motorola XPR 3500e	Apr 15, 2023	Apr 15, 2026	Expired	Delgado, Ana

Asset Assignment Detail by Asset

The Asset Assignment Detail by Asset report shows which employees have historically been assigned to an asset and who was most recently assigned to each asset. You can set a Start and End Date and select which employees to include. It's used to track asset accountability and quickly determine who is currently responsible for a particular piece of equipment.

BHubert		Asset Assignment Detail By Asset						Jul 1, 2026 - Oct 6, 2026	
		Branch: Rebel Alliance PD Asset Type: All All Assets							
Asset Type	Ballistic Body Armor		Model	Effective	Expires	Date	Activity	Employee	Notes
Asset ID	Manufacturer	Serial ID							
BV-2020-001	Point Blank		Ghost	Sep 1, 2020	Jan 20, 2025	Jul 1, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 2, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 6, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 7, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 8, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 9, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 13, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 14, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 15, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 16, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 20, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 21, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 22, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 23, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 27, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 28, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 29, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Jul 30, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Aug 3, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Aug 4, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Aug 5, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Aug 6, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Aug 10, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Aug 11, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Aug 12, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Aug 13, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Aug 17, 2026	Blue - Day Shift	Antillies, Wedge	
				Sep 1, 2020	Jan 20, 2025	Aug 18, 2026	Blue - Day Shift	Antillies, Wedge	

Oct 6, 2026 11:44

ISI Applications Test

Page 1

Asset Assignment Details by Employee

The Asset Assignment Detail by Employee report lists, for each employee, every activity or shift within the date range you select, along with the asset assigned for it – Asset ID, Serial ID, Asset Type, Effective and Expiration dates, Manufacturer, Model, and Notes. You can filter by branch, filter, unit, asset type, and employee. It's used to see exactly which assets an employee had assigned to them for their scheduled activities – helping track asset distribution to individuals and verify the right equipment was assigned for each shift or event.

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Asset Assignment Detail By Employee

Aug 1, 2026 - Aug 18, 2026

Branch: Rebel Alliance PD Filter: All Unit: All Asset Type: All All Employees

Employee	InTime034	Ackbar, Admiral							
Date	Activity	Asset ID	Serial ID	Asset Type	Effective	Expires	Manufacturer	Model	Notes
Aug 3, 2026	Blue - Day Shift	BV-2025-012		Ballistic Body Armor	Sep 5, 2025	Aug 2, 2032	Point Blank	Ghost	
Aug 4, 2026	Blue - Day Shift	BV-2025-012		Ballistic Body Armor	Sep 5, 2025	Aug 2, 2032	Point Blank	Ghost	
Aug 5, 2026	Blue - Day Shift	BV-2025-012		Ballistic Body Armor	Sep 5, 2025	Aug 2, 2032	Point Blank	Ghost	
Aug 6, 2026	Blue - Day Shift	BV-2025-012		Ballistic Body Armor	Sep 5, 2025	Aug 2, 2032	Point Blank	Ghost	
Aug 10, 2026	Blue - Day Shift	BV-2025-012		Ballistic Body Armor	Sep 5, 2025	Aug 2, 2032	Point Blank	Ghost	
Aug 11, 2026	Blue - Day Shift	BV-2025-012		Ballistic Body Armor	Sep 5, 2025	Aug 2, 2032	Point Blank	Ghost	
Aug 12, 2026	Blue - Day Shift	BV-2025-012		Ballistic Body Armor	Sep 5, 2025	Aug 2, 2032	Point Blank	Ghost	
Aug 13, 2026	Blue - Day Shift	BV-2025-012		Ballistic Body Armor	Sep 5, 2025	Aug 2, 2032	Point Blank	Ghost	
Aug 17, 2026	Blue - Day Shift	BV-2025-012		Ballistic Body Armor	Sep 5, 2025	Aug 2, 2032	Point Blank	Ghost	
Aug 18, 2026	Blue - Day Shift	BV-2025-012		Ballistic Body Armor	Sep 5, 2025	Aug 2, 2032	Point Blank	Ghost	

Employee	InTime048	Amidala, Padme							
Date	Activity	Asset ID	Serial ID	Asset Type	Effective	Expires	Manufacturer	Model	Notes
Aug 3, 2026	Green - Mid Shift	BV-2022-001-F		Ballistic Body Armor	Sep 5, 2025	Sep 13, 2027	Point Blank	Ghost	
Aug 4, 2026	Green - Mid Shift	BV-2022-001-F		Ballistic Body Armor	Sep 5, 2025	Sep 13, 2027	Point Blank	Ghost	
Aug 5, 2026	Green - Mid Shift	BV-2022-001-F		Ballistic Body Armor	Sep 5, 2025	Sep 13, 2027	Point Blank	Ghost	
Aug 6, 2026	Green - Mid Shift	BV-2022-001-F		Ballistic Body Armor	Sep 5, 2025	Sep 13, 2027	Point Blank	Ghost	
Aug 10, 2026	Green - Mid Shift	BV-2022-001-F		Ballistic Body Armor	Sep 5, 2025	Sep 13, 2027	Point Blank	Ghost	
Aug 11, 2026	Green - Mid Shift	BV-2022-001-F		Ballistic Body Armor	Sep 5, 2025	Sep 13, 2027	Point Blank	Ghost	
Aug 12, 2026	Green - Mid Shift	BV-2022-001-F		Ballistic Body Armor	Sep 5, 2025	Sep 13, 2027	Point Blank	Ghost	
Aug 13, 2026	Green - Mid Shift	BV-2022-001-F		Ballistic Body Armor	Sep 5, 2025	Sep 13, 2027	Point Blank	Ghost	
Aug 17, 2026	Green - Mid Shift	BV-2022-001-F		Ballistic Body Armor	Sep 5, 2025	Sep 13, 2027	Point Blank	Ghost	
Aug 18, 2026	Green - Mid Shift	BV-2022-001-F		Ballistic Body Armor	Sep 5, 2025	Sep 13, 2027	Point Blank	Ghost	

Employee	InTime054	Antillies, Wedge							
Date	Activity	Asset ID	Serial ID	Asset Type	Effective	Expires	Manufacturer	Model	Notes
Aug 3, 2026	Blue - Day Shift	BV-2020-001		Ballistic Body Armor	Sep 1, 2020	Jan 20, 2025	Point Blank	Ghost	
Aug 3, 2026	Blue - Day Shift	BV-2025-001		Ballistic Body Armor	Jan 21, 2025	Nov 30, 2031	Point Blank	Ghost	

Asset Expiration by Asset Type

The Asset Expiration by Asset Type report shows which assets are approaching their expiration date, organized by Asset Type, for the date range you select. Assets are listed in order of expiration date rather than by Asset ID, so the ones needing attention soonest appear first. It's used for proactive asset management — identifying and addressing expiring assets before they become a compliance or operational issue.

BHubert		Asset Expiration By Asset Type							Jan 1, 2026 - Aug 18, 2026	
		Branch: Bob's PD Unit Based Asset Type: All All Assets								
Asset Type Vehicles										
Asset ID	Internal ID	Effective	Expires	Serial ID	License ID	Manufacturer	Model	Description		
VEH-1055	FL-0225	Mar 1, 2024	Sep 12, 2026	1GNSKBKC7MR654321	PLT-9013	Chevrolet	Tahoe PPV	K-9 unit vehicle - registration renewal		
VEH-1042	FL-0212	Jan 15, 2024	Jan 15, 2027	1FTFW1E5XLFA12345	PLT-8842	Ford	Police Interceptor Utility	Patrol vehicle - registration renewal		
Asset Type Firearms										
Asset ID	Internal ID	Effective	Expires	Serial ID	License ID	Manufacturer	Model	Description		
FA-2214	ARM-131	May 10, 2023	May 10, 2026	SW-M&P-88213		Smith & Wesson	M&P 15	Patrol rifle - annual armorer inspection due		
FA-2201	ARM-118	Feb 1, 2022	Feb 1, 2027	GLK-556291		Glock	22 Gen5	Duty sidearm - 5-year inspection due		
Asset Type Radios										
Asset ID	Internal ID	Effective	Expires	Serial ID	License ID	Manufacturer	Model	Description		
RAD-3310	COM-044	Jun 1, 2023	Jun 1, 2026	MTR-XPR7550-0091	FCC-KJ48217	Motorola	APX 8500	Vehicle radio - FCC license renewal		
RAD-3327	COM-061	Aug 20, 2023	Nov 5, 2026	MTR-XPR3500-0452	FCC-KJ48217	Motorola	XPR 3500e	Portable radio - FCC license renewal		

Asset Availability by Asset Type

The Assets Available by Asset Type report shows which assets are currently available for assignment – not currently assigned to an employee or activity – organized by Asset Type. You can filter it by asset type to quickly find available equipment in specific categories. It's used by schedulers and asset managers to efficiently allocate resources, ensure equipment is utilized effectively, and avoid assignment delays due to unavailable assets.

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Assets Available by Asset Type

Jan 1, 2026 - Aug 18, 2026

Branch: InTime Metaverse Asset Type: All All Assets

Asset Type	Cell Phone				
Asset ID	Serial ID	Manufacturer	Model	From	To
iPhone 1234	F2LX3K9MNPQR	Apple	iOS12	Dec 31, 2025 - 16:00	Jun 19, 2026 - 09:00
iPhone 1234	F2LX3K9MNPQR	Apple	iOS12	Jun 19, 2026 - 17:00	Aug 18, 2026 - 17:00
iPhone 1235	G7HT4M2NXVWQ	Apple	iOS12	Dec 31, 2025 - 16:00	May 18, 2026 - 09:00
iPhone 1235	G7HT4M2NXVWQ	Apple	iOS12	May 18, 2026 - 17:00	May 19, 2026 - 09:00
iPhone 1235	G7HT4M2NXVWQ	Apple	iOS12	May 19, 2026 - 17:00	May 20, 2026 - 09:00
iPhone 1235	G7HT4M2NXVWQ	Apple	iOS12	May 20, 2026 - 17:00	May 21, 2026 - 09:00
iPhone 1235	G7HT4M2NXVWQ	Apple	iOS12	May 21, 2026 - 17:00	Aug 18, 2026 - 17:00
iPhone 1236	C4KP8R1JLMZN	Apple	iOS12	Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
iPhone 1237	H9WQ5T3FXKPM	Apple	iOS12	Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
iPhone 1238	D2NR7V4GYPWJ	Apple	iOS12	Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
iPhone 1239	B5LM6K8HTQZX	Apple	iOS12	Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
iPhone 1240	F3PX9N2JVWKR	Apple	iOS12	Dec 31, 2025 - 16:00	Jun 24, 2026 - 09:00
iPhone 1240	F3PX9N2JVWKR	Apple	iOS12	Jun 24, 2026 - 17:00	Aug 18, 2026 - 17:00
Asset Type	Handgun				
Asset ID	Serial ID	Manufacturer	Model	From	To
Colt Trooper 2124		Barrett		Dec 31, 2025 - 16:00	May 19, 2026 - 09:00
Colt Trooper 2124		Barrett		May 19, 2026 - 17:00	Aug 18, 2026 - 17:00
Colt Trooper 2122		Colt Arms		Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
Colt Trooper 2123		Barrett		Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
Colt Trooper 2125		Barrett		Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
Colt Trooper 2126		Barrett		Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
Colt Trooper 2127		Barrett		Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
Asset Type	Patrol Car				
Asset ID	Serial ID	Manufacturer	Model	From	To
Patrol Car 1234		Chevrolet	Cruiser	Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
Patrol Car 1235		Chevrolet	Cruiser	Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
Patrol Car 1236		Chevrolet	Cruiser	Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
Asset Type	Taser				
Asset ID	Serial ID	Manufacturer	Model	From	To
Taser 1234		Taser		Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
Taser 1235		Taser		Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00
Taser 1236		Taser		Dec 31, 2025 - 16:00	Aug 18, 2026 - 17:00

Employee Asset Detail by Employee

The Employee Asset Detail by Employee report lists each employee's currently assigned assets: Asset ID, Serial ID, Asset Type, Manufacturer, Model, Effective and Expiration dates, and Notes. You can filter by branch, filter, unit, asset type, and employee. It's used to quickly review asset distribution and see which equipment is with which employee — supporting accountability, audits, and ensuring all assigned equipment is properly tracked.

BHubert		Employee Asset Detail By Employee						Jan 1, 2026 - Aug 18, 2026	
		Branch: Bob's PD Unit Based Filter: All Unit: All Asset Type: All All Employees							
Employee		Asset ID	Serial ID	Asset Type	Manufacturer	Model	Effective	Expires	Notes
7510	Adamson, Margaret	USW1234	USW1234	Handguns	Glock	G17 Gen 5	Jan 22, 2024		
1430	Bair, Christine	USW2587		Handguns	Glock	G17 Gen 5	Jun 26, 2024		
8169	Blum, Greg	1	1245787	LIDAR	Stalker	XS Lidar	Jul 15, 2019		
		BER9874	BER9874	Patrol Rifle	Colt Arms	AR15/M4	Jun 1, 2019		
		USW2354	USW2354	Handguns	Glock	G17 Gen 5	May 2, 2024		
7651	Cox, Rodney	1234		Patrol Vehicle	Ford	Explorer	Jul 7, 2022	Jun 8, 2022	
8160	Mermer, Terry	BER1287	BER1287	Patrol Rifle	Colt Arms	AR15/M4	Sep 27, 2024		
8246	Reed, Sebastian	BER9874	BER9874	Patrol Rifle	Colt Arms	AR15/M4	Jul 15, 2019		
1392	Sanchez, Andrew	BER1287	BER1287	Patrol Rifle	Colt Arms	AR15/M4	Mar 19, 2019		
		USW1234	USW1234	Handguns	Glock	G17 Gen 5	Jun 1, 2019		

Training Reports (Additional Module)

Certificate Expiration by Date Range

The Certificate Expiration by Date Range report lists certificates and their expiration dates for employees, filtered to the date range you select. It shows every certificate expiring within that range along with the associated employee. It's used to monitor upcoming certificate expirations, ensure compliance, and plan for timely renewals so employee qualifications don't lapse.

BHubert

Certificate Expiration By Date Range

Aug 1, 2026 - Aug 18, 2026

Branch: Rebel Alliance PD All Certificates

Certificate Name	First Aid CPR Certification CPR								
Employee	Employee I	Number	Effective	Expires	Course	Name	Start	End	Offering ID
Amidala, Padme	InTime048		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
3PO, C	InTime031		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Calrissian, Lando	InTime003		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Chewbacca, Chewy	InTime004		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Fett, Bo	InTime022		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Holdo, Amilyn AKA Laura	InTime056		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Kenobi, Ben	InTime010		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Organa, Leia	InTime050		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Skywalker, Luke	InTime014		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Windu, Mace	InTime038		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	

Certificate Summary by Certificate

The Certificate Summary by Certificate report gives a summarized list of certificates employees hold – effective and expiry dates, course type, and other details – sorted by Certificate. It shows which employees hold each certificate, grouped by certificate type. It's used for compliance tracking, identifying gaps in certification coverage across the workforce, and planning renewals or additional training.

BHubert

Certificate Summary By Certificate

Aug 1, 2026

Branch: Rebel Alliance PD All Certificates

Certificate Name	First Aid CPR Certification	CPR							
Employee	Employee ID	Number	Effective	Expires	Course	Name	Start	End	Offering ID
Amidala, Padme	InTime048		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
3PO, C	InTime031		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Calrissian, Lando	InTime003		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Chewbacca, Chewy	InTime004		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Chewbacca, Chewy	InTime004		Aug 29, 2025	Aug 28, 2027	First Aid / CPR Refresher		Aug 28, 2025	Aug 28, 2025	
Darklighter, Biggs	InTime045		Aug 29, 2025	Aug 28, 2027	First Aid / CPR Refresher		Aug 28, 2025	Aug 28, 2025	
Fett, Bo	InTime022		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Holdo, Amilyn AKA Laura Dern	InTime056		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Jinn, Qui-Gon	InTime033		Jan 30, 2025	Jan 29, 2027	First Aid / CPR Refresher		Jan 29, 2025	Jan 29, 2025	
Kenobi, Ben	InTime010		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Organa, Leia	InTime050		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Skywalker, Luke	InTime014		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Solo, Han AKA - Harrison Ford	InTime017		Jan 30, 2025	Jan 29, 2027	First Aid / CPR Refresher		Jan 29, 2025	Jan 29, 2025	
Windu, Mace	InTime038		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher		Aug 5, 2024	Aug 5, 2024	
Windu, Mace	InTime038		Aug 29, 2025	Aug 28, 2027	First Aid / CPR Refresher		Aug 28, 2025	Aug 28, 2025	
Wren, Sabine	InTime057		Jan 30, 2025	Jan 29, 2027	First Aid / CPR Refresher		Jan 29, 2025	Jan 29, 2025	
Wren, Sabine	InTime057		Aug 29, 2025	Aug 28, 2027	First Aid / CPR Refresher		Aug 28, 2025	Aug 28, 2025	
Certificate Name	SWAT Operator								
Employee	Employee ID	Number	Effective	Expires	Course	Name	Start	End	Offering ID
Calrissian, Lando	InTime003		Aug 3, 2024						
Chewbacca, Chewy	InTime004		Jul 29, 2024						
Organa, Leia	InTime050		Aug 1, 2024						
Secura, Aayla	InTime040		Jul 29, 2023						
Skywalker, Luke	InTime014								
Solo, Han AKA - Harrison Ford	InTime017		Jul 1, 2024						
Wren, Sabine	InTime057								

Certificate Summary by Employee

The Certificate Summary by Employee report gives a summarized list of certificates each employee holds – effective and expiry dates, course type, and other details – sorted by Employee. It shows every certificate an employee currently holds, making it easy to review an individual's certification status at a glance. It's used to monitor employee compliance, prepare for audits, and manage recertification processes.

BHubert

Certificate Summary By Employee

Aug 1, 2026 - Aug 18, 2026

Branch: Rebel Alliance PD Filter: All Unit: All All Employees

Employee ID	InTime031							
Employee	3PO, C							
Certificate	Name	Number	Effective	Expires	Course	Start	End	Offering ID
First Aid CPR Certification	CPR		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher	Aug 5, 2024	Aug 5, 2024	
Employee ID	InTime048							
Employee	Amidala, Padme							
Certificate	Name	Number	Effective	Expires	Course	Start	End	Offering ID
First Aid CPR Certification	CPR		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher	Aug 5, 2024	Aug 5, 2024	
Employee ID	InTime003							
Employee	Calrissian, Lando							
Certificate	Name	Number	Effective	Expires	Course	Start	End	Offering ID
SWAT Operator			Aug 3, 2024					
First Aid CPR Certification	CPR		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher	Aug 5, 2024	Aug 5, 2024	
Employee ID	InTime004							
Employee	Chewbacca, Chewy							
Certificate	Name	Number	Effective	Expires	Course	Start	End	Offering ID
SWAT Operator			Jul 29, 2024					
First Aid CPR Certification	CPR		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher	Aug 5, 2024	Aug 5, 2024	
First Aid CPR Certification	CPR		Aug 29, 2025	Aug 28, 2027	First Aid / CPR Refresher	Aug 28, 2025	Aug 28, 2025	
Employee ID	InTime045							
Employee	Darklighter, Biggs							
Certificate	Name	Number	Effective	Expires	Course	Start	End	Offering ID
First Aid CPR Certification	CPR		Aug 29, 2025	Aug 28, 2027	First Aid / CPR Refresher	Aug 28, 2025	Aug 28, 2025	
Employee ID	InTime022							
Employee	Fett, Bo							
Certificate	Name	Number	Effective	Expires	Course	Start	End	Offering ID
First Aid CPR Certification	CPR		Aug 5, 2024	Aug 4, 2026	First Aid / CPR Refresher	Aug 5, 2024	Aug 5, 2024	

Certified Course Hours

The Certified Course Hours report gives a summary of the hours each employee has spent on certified courses. It's used to track training investment, verify employees are meeting required training hours, and support compliance or audit requirements — helping monitor ongoing training progress and confirm certifications are being maintained through the necessary course hours.

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Certified Course Hours

Branch: Rebel Alliance PD Filter: All Unit: All All Certifier

Jan 1, 2026 - Aug 19, 2026

Certifier CPOA		
Employee	Employee ID	Hours
Ackbar, Admiral	InTime034	24.0
Amidala, Padme	InTime048	16.0
Antilles, Wedge	InTime054	32.0
3PO, C	InTime031	8.0
Calrissian, Lando	InTime003	40.0
Chewbacca, Chewy	InTime004	24.0
Dameron, Poe	InTime030	16.0
Darklighter, Biggs	InTime045	8.0
Fett, Bo	InTime022	32.0
Gallia, Adi	InTime055	24.0
Holdo, Amilyn AKA Laura	InTime056	40.0
Jinn, Qui-Gon	InTime033	16.0
Kenobi, Ben	InTime010	48.0
Kryze, Bo-Katan	InTime049	24.0
Organa, Leia	InTime050	32.0
Secura, Aayla	InTime040	16.0
Skywalker, Anakin	InTime0011	8.0
Skywalker, Luke	InTime014	40.0
Skywalker, Ray	InTime0012	0.0
Solo, Han AKA - Harrison	InTime017	24.0
Windu, Mace	InTime038	16.0
Wren, Sabine	InTime057	32.0
		Total Hours: 520.0

Certifier California Chief's Association		
Employee	Employee ID	Hours
Ackbar, Admiral	InTime034	8.0
Amidala, Padme	InTime048	24.0
Antilles, Wedge	InTime054	16.0
3PO, C	InTime031	40.0
Calrissian, Lando	InTime003	8.0
Chewbacca, Chewy	InTime004	32.0
Dameron, Poe	InTime030	24.0
Darklighter, Biggs	InTime045	16.0
Fett, Bo	InTime022	8.0
Gallia, Adi	InTime055	40.0
Holdo, Amilyn AKA Laura	InTime056	16.0
Jinn, Qui-Gon	InTime033	24.0
Kenobi, Ben	InTime010	32.0
Kryze, Bo-Katan	InTime049	8.0
Organa, Leia	InTime050	16.0
Secura, Aayla	InTime040	40.0
Skywalker, Anakin	InTime0011	24.0
Skywalker, Luke	InTime014	8.0
Skywalker, Ray	InTime0012	16.0
Solo, Han AKA - Harrison	InTime017	32.0
Windu, Mace	InTime038	8.0
Wren, Sabine	InTime057	24.0
		Total Hours: 464.0

Course Category by Category

The Course Category by Category report organizes and lists courses by their assigned category — subject-based (such as Defensive Tactics, Firearms, or First Aid), skill level (Entry Level, Intermediate, Advanced), or audience/role type (Patrol, Corrections, Supervisors, and so on), sorted by Category. It's used by training managers and administrators to review all courses grouped under each category, identify gaps or overlaps in training offerings, and ensure training aligns with agency needs and employee career paths.

BHubert	Course Category By Category							Jan 1, 2026 - Aug 19, 2026	
All Categories									
Course Category									
Defensive Tactics									
Course	Name	Start	End	Hours	Employee	Employee ID	Certificate	Effective	
DT-201	Defensive Tactics Certification	Mar 3, 2026	Mar 4, 2026	16.0	Ramirez, Carlos	InTime041	DT-CERT-2026	Mar 4, 2026	
DT-201	Defensive Tactics Certification	Mar 3, 2026	Mar 4, 2026	16.0	Chen, Melissa	InTime052	DT-CERT-2026	Mar 4, 2026	
DT-201	Defensive Tactics Certification	Mar 3, 2026	Mar 4, 2026	16.0	Whitfield, Dana	InTime077	DT-CERT-2026	Mar 4, 2026	
DT-201	Defensive Tactics Certification	Mar 3, 2026	Mar 4, 2026		Delgado, Ana	InTime095			
							Grand Total: 48.0		
Course Category									
Firearms									
Course	Name	Start	End	Hours	Employee	Employee ID	Certificate	Effective	
FA-110	Firearms Certification	Feb 10, 2026	Feb 10, 2026	8.0	Ramirez, Carlos	InTime041	FA-CERT	Feb 10, 2026	
FA-115	Advanced Firearms Tactics	Sep 14, 2026	Sep 15, 2026	16.0	Ramirez, Carlos	InTime041			
							Grand Total: 24.0		
Course Category									
First Aid									
Course	Name	Start	End	Hours	Employee	Employee ID	Certificate	Effective	
FA-CPR-100	First Aid/CPR Renewal	Nov 2, 2026	Nov 2, 2026	8.0	Chen, Melissa	InTime052			
							Grand Total: 8.0		

Course Category by Employee

The Course Category by Employee report lists each employee's completed training courses, grouped by course category — subject-based (such as Defensive Tactics or Firearms), skill level (Entry Level, Advanced), or audience/role type (Patrol, Supervisors), sorted by Employee. It's used by training managers and administrators to review which employees have completed required or optional courses within each category, identify training gaps, and ensure compliance with agency training requirements.

BHubert

Course Category By Employee

Jan 1, 2026 - Aug 19, 2026

Branch: Rebel Alliance PDFilter: AllUnit: AllAll Employees

Employee ID: InTime041
Employee: Ramirez, Carlos

Course Category	Course	Full Name	Start	End	Hours	Certificate
Defensive Tactics	DT-201	Defensive Tactics Recertification	Mar 3, 2026	Mar 4, 2026	16.0	DT-CERT-2026
Firearms	FA-110	Firearms Requalification	Feb 10, 2026	Feb 10, 2026	8.0	FA-CERT
Firearms	FA-115	Advanced Firearms Tactics	Sep 14, 2026	Sep 15, 2026	16.0	
					Grand Total:	40.0

Employee ID: InTime052
Employee: Chen, Melissa

Course Category	Course	Full Name	Start	End	Hours	Certificate
Defensive Tactics	DT-201	Defensive Tactics Recertification	Mar 3, 2026	Mar 4, 2026	16.0	DT-CERT-2026
First Aid	FA-CPR-100	First Aid/CPR Renewal	Nov 2, 2026	Nov 2, 2026	8.0	
					Grand Total:	24.0

Course Detail by Course

The Course Detail by Course report gives a detailed list of employees who have taken each course and the certificates they achieved, sorted by Course. It shows effective and expiry dates, instructor, and certificate information for every employee who took a given course. It's used by training managers to review participation and completion rates for specific courses, track completed training, monitor certificate validity, assess course effectiveness, and plan future sessions.

BHubert		Course Detail By Course										Jan 1, 2026 - Aug 19, 2026	
Branch: Rebel Alliance PD All Courses													
Course No.: CIT-115													
Training Course: Crisis Intervention Training													
			Name: Crisis Intervention Certification										
Employee	Employee ID	Status	Grade	Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor	
Chen, Melissa	InTime052	Completed	Pass	24.0	Apr 5, 2026	Apr 7, 2026	CIT-CERT	CIT-CERT-2026-009	Apr 7, 2026	Apr 7, 2029	OFF-2026-0201	Lt. Secura, A	
Total Hours: 24.0													
Course No.: DT-201													
Training Course: Defensive Tactics Recertification													
			Name: Defensive Tactics Certification										
Employee	Employee ID	Status	Grade	Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor	
Ramirez, Carlos	InTime041	Completed	Pass	16.0	Mar 3, 2026	Mar 4, 2026	DT-CERT-2026	DT-CERT-2026-014	Mar 4, 2026	Mar 4, 2028	OFF-2026-0143	Sgt. Okafor, Brian	
Chen, Melissa	InTime052	Completed	Pass	16.0	Mar 3, 2026	Mar 4, 2026	DT-CERT-2026	DT-CERT-2026-015	Mar 4, 2026	Mar 4, 2028	OFF-2026-0143	Sgt. Okafor, Brian	
Whitfield, Dana	InTime077	Completed	Pass	16.0	Mar 3, 2026	Mar 4, 2026	DT-CERT-2026	DT-CERT-2026-016	Mar 4, 2026	Mar 4, 2028	OFF-2026-0143	Sgt. Okafor, Brian	
Delgado, Ana	InTime095	No Show			Mar 3, 2026	Mar 4, 2026					OFF-2026-0143	Sgt. Okafor, Brian	
Total Hours: 48.0													
Course No.: FA-110													
Training Course: Firearms Requalification													
			Name: Firearms Certification										
Employee	Employee ID	Status	Grade	Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor	
Ramirez, Carlos	InTime041	Completed	Pass	8.0	Feb 10, 2026	Feb 10, 2026	FA-CERT	FA-CERT-2026-041	Feb 10, 2026	Feb 10, 2027	OFF-2026-0089	Sgt. Kenobi, B	

Course Detail by Employee

The Course Detail by Employee report gives a detailed list of courses each employee has completed and the certificates they achieved, sorted by Employee. It shows effective and expiry dates, instructor, and certificate information for every course an employee took. It's used to review an individual employee's full training and certification history at a glance, track compliance, prepare for audits, and verify that required courses and certifications are current.

BHubert

Course Detail By Employee

Branch: Rebel Alliance PD Filter: All Unit: All All Employees

Jan 1, 2026 - Aug 19, 2026

Employee ID: InTime041

Employee: Ramirez, Carlos

Training Course	Name	Course No.	Status	Grade	Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
Defensive Tactics Recertification	Defensive Tactics Certification	DT-201	Completed	Pass	16.0	Mar 3, 2026	Mar 4, 2026	DT-CERT-2026	DT-CERT-2026-014	Mar 4, 2026	Mar 4, 2028	OFF-2026-0143	Sgt. Okafor, Brian
Firearms Requalification	Firearms Certification	FA-110	Completed	Pass	8.0	Feb 10, 2026	Feb 10, 2026	FA-CERT	FA-CERT-2026-041	Feb 10, 2026	Feb 10, 2027	OFF-2026-0089	Sgt. Kenobi, B
Total Hours: 24.0													

Employee ID: InTime052

Employee: Chen, Melissa

Training Course	Name	Course No.	Status	Grade	Hours	Start	End	Certificate	Number	Effective	Expires	Offering ID	Instructor
Defensive Tactics Recertification	Defensive Tactics Certification	DT-201	Completed	Pass	16.0	Mar 3, 2026	Mar 4, 2026	DT-CERT-2026	DT-CERT-2026-015	Mar 4, 2026	Mar 4, 2028	OFF-2026-0143	Sgt. Okafor, Brian
Crisis Intervention Training	Crisis Intervention Certification	CIT-115	Completed	Pass	24.0	Apr 5, 2026	Apr 7, 2026	CIT-CERT	CIT-CERT-2026-009	Apr 7, 2026	Apr 7, 2029	OFF-2026-0201	Lt. Secura, A
Total Hours: 40.0													

Course List

The Course List report gives a high-level overview of all courses: when each was offered and which certificates are linked to it. It's used by training managers and administrators to review the full course catalog, track scheduling history, see which courses tie to specific certifications, plan future training sessions, and identify gaps in course offerings.

BHubert

Course List

Jan 1, 2026 - Aug 19, 2026

Branch: Bob's PD Unit Based All Courses

Training Course	1070/1082 Instructor Update	Name	28017	Hours	16.0
Course No.	28017	Certificate		Certifier	POST
Start Date	End Date	Certificate Effective	Offering ID	Instructor	
Jul 1, 2026	Jul 2, 2026	Jul 2, 2026	9180-28017-26-001		

Training Course	Ab:392 California's New Use	Name	55000	Hours	1.0
Course No.	55000	Certificate		Certifier	POST
Start Date	End Date	Certificate Effective	Offering ID	Instructor	
Jan 1, 2026	Jan 1, 2026	Jan 1, 2026	9181-55000-25-185		
Jan 2, 2026	Jan 2, 2026	Jan 2, 2026	9181-55000-25-186		
Jan 3, 2026	Jan 3, 2026	Jan 3, 2026	9181-55000-25-187		
Jan 4, 2026	Jan 4, 2026	Jan 4, 2026	9181-55000-25-188		
Jan 5, 2026	Jan 5, 2026	Jan 5, 2026	9181-55000-25-189		
Jan 6, 2026	Jan 6, 2026	Jan 6, 2026	9181-55000-25-190		
Jan 7, 2026	Jan 7, 2026	Jan 7, 2026	9181-55000-25-191		
Jan 8, 2026	Jan 8, 2026	Jan 8, 2026	9181-55000-25-192		
Jan 9, 2026	Jan 9, 2026	Jan 9, 2026	9181-55000-25-193		
Jan 10, 2026	Jan 10, 2026	Jan 10, 2026	9181-55000-25-194		
Jan 11, 2026	Jan 11, 2026	Jan 11, 2026	9181-55000-25-195		
Jan 12, 2026	Jan 12, 2026	Jan 12, 2026	9181-55000-25-196		
Jan 13, 2026	Jan 13, 2026	Jan 13, 2026	9181-55000-25-197		
Jan 14, 2026	Jan 14, 2026	Jan 14, 2026	9181-55000-25-198		
Jan 15, 2026	Jan 15, 2026	Jan 15, 2026	9181-55000-25-199		
Jan 16, 2026	Jan 16, 2026	Jan 16, 2026	9181-55000-25-200		
Jan 17, 2026	Jan 17, 2026	Jan 17, 2026	9181-55000-25-201		
Jan 18, 2026	Jan 18, 2026	Jan 18, 2026	9181-55000-25-202		
Jan 19, 2026	Jan 19, 2026	Jan 19, 2026	9181-55000-25-203		
Jan 20, 2026	Jan 20, 2026	Jan 20, 2026	9181-55000-25-204		
Jan 21, 2026	Jan 21, 2026	Jan 21, 2026	9181-55000-25-205		
Jan 22, 2026	Jan 22, 2026	Jan 22, 2026	9181-55000-25-206		
Jan 23, 2026	Jan 23, 2026	Jan 23, 2026	9181-55000-25-207		
Jan 24, 2026	Jan 24, 2026	Jan 24, 2026	9181-55000-25-208		
Jan 25, 2026	Jan 25, 2026	Jan 25, 2026	9181-55000-25-209		
Jan 26, 2026	Jan 26, 2026	Jan 26, 2026	9181-55000-25-210		
Jan 27, 2026	Jan 27, 2026	Jan 27, 2026	9181-55000-25-211		
Jan 28, 2026	Jan 28, 2026	Jan 28, 2026	9181-55000-25-212		
Jan 29, 2026	Jan 29, 2026	Jan 29, 2026	9181-55000-25-213		
Jan 30, 2026	Jan 30, 2026	Jan 30, 2026	9181-55000-25-214		
Jan 31, 2026	Jan 31, 2026	Jan 31, 2026	9181-55000-25-215		
Feb 1, 2026	Feb 1, 2026	Feb 1, 2026	9181-55000-25-216		
Feb 2, 2026	Feb 2, 2026	Feb 2, 2026	9181-55000-25-217		
Feb 3, 2026	Feb 3, 2026	Feb 3, 2026	9181-55000-25-218		
Feb 4, 2026	Feb 4, 2026	Feb 4, 2026	9181-55000-25-219		
Feb 5, 2026	Feb 5, 2026	Feb 5, 2026	9181-55000-25-220		
Feb 6, 2026	Feb 6, 2026	Feb 6, 2026	9181-55000-25-221		
Feb 7, 2026	Feb 7, 2026	Feb 7, 2026	9181-55000-25-222		
Feb 8, 2026	Feb 8, 2026	Feb 8, 2026	9181-55000-25-223		
Feb 9, 2026	Feb 9, 2026	Feb 9, 2026	9181-55000-25-224		
Feb 10, 2026	Feb 10, 2026	Feb 10, 2026	9181-55000-25-225		
Feb 11, 2026	Feb 11, 2026	Feb 11, 2026	9181-55000-25-226		
Feb 12, 2026	Feb 12, 2026	Feb 12, 2026	9181-55000-25-227		
Feb 13, 2026	Feb 13, 2026	Feb 13, 2026	9181-55000-25-228		
Feb 14, 2026	Feb 14, 2026	Feb 14, 2026	9181-55000-25-229		
Feb 15, 2026	Feb 15, 2026	Feb 15, 2026	9181-55000-25-230		
Feb 16, 2026	Feb 16, 2026	Feb 16, 2026	9181-55000-25-231		
Feb 17, 2026	Feb 17, 2026	Feb 17, 2026	9181-55000-25-232		
Feb 18, 2026	Feb 18, 2026	Feb 18, 2026	9181-55000-25-233		
Feb 19, 2026	Feb 19, 2026	Feb 19, 2026	9181-55000-25-234		

Aug 19, 2026 10:02

ISI Applications Test

Page 1

Course Roster

The Course Roster report lists the employees assigned to a specific course offering and shows their attendance and completion status. It's used to track participation, verify completion, and maintain accurate training records for each course session — supporting compliance confirmation, audit preparation, and ensuring only employees who actually completed a course are credited for it.

BHubert

Course Roster

Jan 1, 2026 - Aug 19, 2026

Branch: Rebel Alliance PD

All Courses

Training Course: Defensive Tactics Recertification

Name: Defensive Tactics Certification

Hours: 16.0

Course No.: DT-201

Certificate: DT-CERT-2026

Offering ID: OFF-2026-0143

Certificate Effective: Mar 4, 2026

Start Date: Mar 3, 2026

Instructor: Sgt. Okafor, Brian

End Date: Mar 4, 2026

Employee	Employee ID	External ID	Other ID	Status	Grade	Cert. No.	Note
Ramirez, Carlos	InTime041	EXT-88231		Completed	Pass	DT-CERT-2026-014	
Chen, Melissa	InTime052	EXT-88245		Completed	Pass	DT-CERT-2026-015	
Whitfield, Dana	InTime077	EXT-88259		Completed	Pass	DT-CERT-2026-016	
Delgado, Ana	InTime095	EXT-88260		No Show			Rescheduled for next offering

Students Grand Total

4

Hours Grand Total

48.0

Training Level Alerts by Employee Worked Hours

The Training Level Alerts by Employee Worked Hours report shows the hours an employee worked while a Training Level (TL) Alert was present — that is, while missing a required training level, certificate, or course for an assigned activity, location, or asset. You can filter by Branch, Start and End Date, Employee Filter group, Unit, and TL. For each alert it shows the date triggered, the alert type (Activity, Location, or Asset), the TL name and the specific expired, failed, or missing course or certificate, the total hours worked without the appropriate TL, and an infraction count, with grand totals for both counts and hours at the bottom. It's used by supervisors and administrators to audit employee assignments, ensure staff aren't working roles they're unqualified or under-prepared for, and support compliance, risk management, and training oversight.

BHubert

Training Level Alerts By Employee Worked Hours

Jan 1, 2026 - Aug 19, 2026

Branch: Rebel Alliance PD Filter: All Unit: All All Employees

Note: If the employee is missing a Training Level, this report will not display the required certification or course information that may apply to the Training Level. Missing certificates and courses will appear if a Training Level has been assigned to the Employee Profile.

Employee	Jinn, Qui-Gon	Employee ID	InTime033				
Date	Activity	Location	Asset	Training Level Required	Missing Certificate	Missing Course	Actual Worked Hours
Jan 1, 2026	Red - Night Shift			Sergeant Qualified / Acting		Critical Incident Response Basics, ICS 300 Course, ICS 400 Course, Patrol Ops - Field Leadership	10:00
Jan 5, 2026	Red - Night Shift			Sergeant Qualified / Acting		Critical Incident Response Basics, ICS 300 Course, ICS 400 Course, Patrol Ops - Field Leadership	10:00
Jan 6, 2026	Red - Night Shift			Sergeant Qualified / Acting		Critical Incident Response Basics, ICS 300 Course, ICS 400 Course, Patrol Ops - Field Leadership	10:00
Jan 7, 2026	Red - Night Shift			Sergeant Qualified / Acting		Critical Incident Response Basics, ICS 300 Course, ICS 400 Course, Patrol Ops - Field Leadership	10:00
Jan 8, 2026	Red - Night Shift			Sergeant Qualified / Acting		Critical Incident Response Basics, ICS 300 Course, ICS 400 Course, Patrol Ops - Field Leadership	10:00
Jan 12, 2026	Red - Night Shift			Sergeant Qualified / Acting		Critical Incident Response Basics, ICS 300 Course, ICS 400 Course, Patrol Ops - Field Leadership	10:00
Jan 13, 2026	Red - Night Shift			Sergeant Qualified / Acting		Critical Incident Response Basics, ICS 300 Course, ICS 400 Course, Patrol Ops - Field Leadership	10:00
Jan 14, 2026	Red - Night Shift			Sergeant Qualified / Acting		Critical Incident Response Basics, ICS 300 Course, ICS 400 Course, Patrol Ops - Field Leadership	10:00
Jan 15, 2026	Red - Night Shift			Sergeant Qualified / Acting		Critical Incident Response Basics, ICS 300 Course, ICS 400 Course, Patrol Ops - Field Leadership	10:00
Jan 19, 2026	Red - Night Shift			Sergeant Qualified / Acting		Critical Incident Response Basics, ICS 300 Course, ICS 400 Course, Patrol Ops - Field Leadership	10:00

Aug 19, 2026 10:13

ISI Applications Test

Page 1

Training Level Alerts by Training Level

The Training Level Alerts by Training Level report organizes all Training Level (TL) Alerts by training level rather than by employee, sorted alphabetically by TL. For each TL it lists the employees who triggered an infraction, the alert type (Activity, Location, or Asset), the date the TL was broken, the hours the alert was present, the total hours worked without the appropriate TL, and an infraction count, with grand totals for both counts and hours at the bottom. You can filter by Branch, Start and End Date, Employee Filter group, Unit, and TL. It's used to audit which training levels are most frequently missing or expired across the organization, identify patterns or systemic gaps in training compliance, and support risk management and training program planning.

BHubert		Training Level Alerts By Training Level			Jan 1, 2026 - Aug 19, 2026	
Branch: Rebel Alliance PD Filter: All Unit: All All Employees						
Training Level Rifle Certified						
Employee	Activity	Location	Asset	Date	Hours	
Jinn, Q - X14			Assault Rifle #4471	Feb 12, 2026	8:00	
Kenobi, B - L2			Assault Rifle #4482	Feb 15, 2026	8:00	
Secura, A - L65		Armory - Restricted Access		Mar 2, 2026	4:00	
Training Level Sergeant Qualified / Acting						
Employee	Activity	Location	Asset	Date	Hours	
Jinn, Q - X14	Red - Night Shift			Jan 1, 2026	10:00	
Kenobi, B - L2	Red - Night Shift			Jan 1, 2026	10:00	
Secura, A - L65	Red - Night Shift			Jan 1, 2026	10:00	
Total Infractions		Total Hours				
6		50:00				

Training Level Expiration by Date Range

The Training Level Expiration by Date Range report lists employees whose training levels or certificates are set to expire within the date range you select. It's used by training managers and supervisors to identify who needs to renew certifications or complete retraining soon, plan and schedule training sessions ahead of expirations, and maintain compliance and workforce readiness by avoiding lapses in required qualifications.

BHubert			
Training Level Expiration By Date Range			
Branch: Rebel Alliance PD All Training Levels			
Jan 1, 2026 - Aug 19, 2026			
Training Level Crisis Intervention Training (CIT)			
Employee	Employee ID	Effective	Expires
Whitfield, Dana	InTime077	Jul 9, 2024	Jul 9, 2026
Training Level Firearms Certification			
Employee	Employee ID	Effective	Expires
Ramirez, Carlos	InTime041	Feb 12, 2025	Feb 12, 2026
Okafor, Brian	InTime063	Mar 20, 2025	Mar 20, 2026
Chen, Melissa	InTime052	Jun 5, 2025	Jun 5, 2026
Training Level First Aid/CPR			
Employee	Employee ID	Effective	Expires
Delgado, Ana	InTime095	Apr 15, 2025	Apr 15, 2026
Patel, Sameer	InTime088	Aug 1, 2024	Aug 1, 2026

Training Level List

The Training Level List report gives a consolidated view of every training level set up in the system, along with the courses and certificates required for each. It's used by administrators and training managers to reference and compare training level requirements without opening each item individually, review and audit the structure of training levels across the organization, ensure consistency and completeness in requirements, and support decisions when assigning or updating training levels.

BHubert

Jan 1, 2026 - Aug 19, 2026

Branch: Rebel Alliance PD All Training Levels

Training Level Name	Pathfinders Team Path Trn				
Full Name	Certificate/Course	Effective	Expires	Optional	
First Aid CPR Certification	Certificate				
SWAT Operator	Certificate				
Death Star Vulnerability Course - Part I	Course				
Special Weapons & Tactics	Course				
Tactical Medicine	Course				
Tactical Operations	Course				
Tactics For Clearing And Searching Outside Spaces	Course			Yes	
Tactics, Rescue & Extraction Live Fire	Course			Yes	
Tracking, Wilderness	Course			Yes	

Training Level Name	Perishable Skills (Two Year) PSP 2 Yrs				
Full Name	Certificate/Course	Effective	Expires	Optional	
First Aid CPR Certification	Certificate	Jul 1, 2023			
Arstctd(Psp)	Course	Jul 1, 2023			
Driving(Psp)	Course	Jul 1, 2023			
Firearm(Psp)	Course	Jul 1, 2023			
Tactical Communications Update	Course	Jul 1, 2023			
Use Of Force (Psp)	Course	Jul 1, 2023			

Training Level Name	Sergeant Qualified / Acting A/Sgt				
Full Name	Certificate/Course	Effective	Expires	Optional	
First Aid CPR Certification	Certificate				
Critical Incident Response Basics	Course				
ICS 300 Course	Course				
ICS 400 Course	Course				
Leadership & Accountability	Course			Yes	
Patrol Ops - Field Leadership	Course				

Training Level Name	Sergeant Required Training Sgt Trn				
Full Name	Certificate/Course	Effective	Expires	Optional	
Critical Incident Response Basics	Course				
Leadership & Accountability	Course				
Supervisory Course	Course				

Training Level Name	Single-bladed lightsabers				
Full Name	Certificate/Course	Effective	Expires	Optional	
First Aid CPR Certification	Certificate				
Lightsaber Basics - 101	Course				

Aug 19, 2026 10:18

ISI Applications Test

Page 1

Training Level Non-Compliance

The Training Level Non-Compliance report lists employees with expired certificates who haven't renewed by the required re-certification date — identifying who is currently non-compliant with training or certification requirements. It's used by supervisors and training managers to quickly see which staff need to renew credentials to remain qualified, maintain compliance, reduce liability, and avoid scheduling employees who aren't up to date on required certifications.

BHubert

Training Level Non-Compliance

Jan 1, 2026

Branch: Rebel Alliance PD Filter: All Unit: All All Employees

Training Level	Sergeant Qualified / Acting			
Employee ID	Full Name	Certificate/Course	Expired on	Required By
InTime048	Amidala, Padme	Critical Incident Response Basics		
		ICS 300 Course		
		ICS 400 Course		
		Patrol Ops - Field Leadership		
InTime054	Antillies, Wedge	Critical Incident Response Basics		01-Jul-2025
		First Aid CPR Certification		01-Jul-2025
		ICS 300 Course		29-Jun-2025
		ICS 400 Course		29-Jun-2025
		Patrol Ops - Field Leadership		01-Jul-2025
		Critical Incident Response Basics		01-Jan-2025
		Critical Incident Response Basics		
		First Aid CPR Certification		01-Jan-2025
InTime030	Dameron, Poe	ICS 300 Course		30-Dec-2024
		ICS 300 Course		
		ICS 400 Course		30-Dec-2024
		ICS 400 Course		
		Patrol Ops - Field Leadership		01-Jan-2025
		Patrol Ops - Field Leadership		
		Critical Incident Response Basics		01-Jan-2025
		Critical Incident Response Basics		04-Jan-2016
InTime022	Fett, Bo	ICS 300 Course		30-Dec-2024
		ICS 300 Course		02-Jan-2016
		ICS 400 Course		30-Dec-2024
		ICS 400 Course		02-Jan-2016
		Patrol Ops - Field Leadership		01-Jan-2025
		Patrol Ops - Field Leadership		04-Jan-2016
		Critical Incident Response Basics		06-Jul-2025
		Critical Incident Response Basics		01-Jan-2025
InTime033	Jinn, Qui-Gon	ICS 300 Course		04-Jul-2025
		ICS 300 Course		30-Dec-2024
		ICS 400 Course		04-Jul-2025
		ICS 400 Course		30-Dec-2024
		Patrol Ops - Field Leadership		06-Jul-2025
		Patrol Ops - Field Leadership		01-Jan-2025

Aug 19, 2026 10:19

ISI Applications Test

Page 1

Training Level Summary by Employee

The Training Level Summary by Employee report gives a summarized list of the training levels each employee holds, including effective and expiry dates for each, sorted by Employee. It's used by supervisors, schedulers, and training managers to quickly verify which employees are qualified for specific assignments or roles, monitor upcoming training level expirations, and support compliance and workforce planning.

BHubert		Training Level Summary By Employee		Jan 1, 2026	
Branch: Rebel Alliance PD Filter: All Unit: All All Employees					
Employee	3PO, C			Employee ID	InTime031
Training Level	Name	Effective	Expires		
Perishable Skills (Two Year)	PSP 2 Yrs	Jul 1, 2025			
Employee	Amidala, Padme			Employee ID	InTime048
Training Level	Name	Effective	Expires		
Sergeant Qualified / Acting	A/Sgt				
Employee	Antillies, Wedge			Employee ID	InTime054
Training Level	Name	Effective	Expires		
Perishable Skills (Two Year)	PSP 2 Yrs	Jul 1, 2025			
Sergeant Qualified / Acting	A/Sgt				
Employee	Calrissian, Lando			Employee ID	InTime003
Training Level	Name	Effective	Expires		
Pathfinders Team	Path Tm				
Sergeant Qualified / Acting	A/Sgt				
Employee	Chewbacca, Chewy			Employee ID	InTime004
Training Level	Name	Effective	Expires		
Pathfinders Team	Path Tm	Jan 1, 2025			
Perishable Skills (Two Year)	PSP 2 Yrs	Jul 1, 2025			
Sergeant Qualified / Acting	A/Sgt	Mar 1, 2025			
Employee	Dameron, Poe			Employee ID	InTime030
Training Level	Name	Effective	Expires		
Sergeant Qualified / Acting	A/Sgt				
Employee	Fett, Bo			Employee ID	InTime022
Training Level	Name	Effective	Expires		
Perishable Skills (Two Year)	PSP 2 Yrs	Jul 1, 2025			
Sergeant Qualified / Acting	A/Sgt	Jan 4, 2016			
Employee	Jinn, Qui-Gon			Employee ID	InTime033
Training Level	Name	Effective	Expires		
Sergeant Qualified / Acting	A/Sgt	Jul 6, 2025			
Employee	Organa, Leia			Employee ID	InTime050
Training Level	Name	Effective	Expires		
Pathfinders Team	Path Tm	Feb 1, 2025			
Sergeant Qualified / Acting	A/Sgt				
Aug 19, 2026 10:20		ISI Applications Test			Page 1

Unassigned Training Level

The Unassigned Training Level report lists training levels that exist in the system but haven't been assigned to any employees. It's used by administrators and training managers for auditing and housekeeping — confirming all training levels are relevant and in use, spotting potential gaps in employee qualifications, and identifying levels that may need to be reviewed, updated, or removed. Reviewing it regularly helps keep the training level structure clean and accurate.

BHubert

Unassigned Training Level

Jan 1, 2026

Branch: Rebel Alliance PD Filter: All Unit: All All Employees

Training Level

Single-bladed lightsabers

Employee ID	Full Name
InTime004	Chewbacca, Chewy
InTime022	Fett, Bo
InTime033	Jinn, Qui-Gon
InTime017	Solo, Han AKA - Harrison Ford

Training Level

Starfighters

Employee ID	Full Name
InTime054	Antilles, Wedge
InTime033	Jinn, Qui-Gon

System Reports

Employee Licensing

The Employee Licensing report compares the number of licensed employees your agency is permitted against the number of active employees currently entered in the system. It's used by administrators to ensure compliance with licensing agreements, avoid exceeding the permitted number of scheduled employees, monitor system usage, and support staffing planning and contract or license renewals.

BHubert

Employee Licensing

Aug 1, 2026

Branch	Active Employees
State Police Headquarters	220
Troop A - Northern Region	310
Troop B - Central Region	285
Troop C - Southern Region	260
Highway Patrol Division	175
Criminal Investigations Division	95
Training Academy	55
Total	1400

Active Employees	Licensed Employees	Variance
1400	1380	-20

SMS Usage

The SMS Usage report is a simple counter showing how many SMS messages have been sent, letting you check your current message count and track SMS usage over a period. It's used by administrators and schedulers to monitor SMS activity and trends, manage costs or quotas, audit usage if there are concerns about overuse, and verify that notifications are being sent as expected.

BHubert

SMS Usage

Aug 1, 2026 - Aug 18, 2026

Branch: All Branches Time Zone: UTC

Branch	Total
State Police Headquarters	210
Troop A - Northern Region	148
Troop B - Central Region	176
Troop C - Southern Region	132
Highway Patrol Division	95
Criminal Investigations Division	41
Training Academy	18
Grand Total	820

User Login

The User Login report records user login activity within the system: which users logged in and which logged out, the date and time of each login. It's used by administrators and supervisors to monitor system access, verify user activity, support security audits, identify unauthorized access attempts, track usage patterns, and troubleshoot login-related issues.

BHubert	User Login				
	Branch: InTime Metaverse Range: Aug 18, 2026 10:24 - Aug 19, 2026 10:24 Username: bhubert Role: All Event: All				
Time	Username	Event	User	Admin Role	Admin Branches
Branch	InTime Metaverse				
Aug 18, 2026 - 11:19	bhubert	Log In	BHubert	Administrator	InTime Metaverse
Aug 18, 2026 - 11:29	BHubert	Log Out	BHubert	Administrator	InTime Metaverse
Aug 18, 2026 - 11:30	bhubert	Log In	BHubert	Administrator	ISI Applications

Web Service Activity

The Web Service Activity report lists web service calls made within the system: time, username, web service, duration, branches, and status. You can filter by date/time range and username. It's used to review and audit web service activity — tracking which services were called, by whom, how long each call took, and whether it succeeded.

BHubert					
Web Service Activity					
Range: Aug 18, 2026 13:41 - Aug 19, 2026 13:41 Username: bhubert					
Time	Username	WebService	Duration	Branches	Status
Aug 18, 2026 13:45:02	svc_payroll	PostTimesheetData	1.24s	Ryan's PD	Success
Aug 18, 2026 15:12:47	svc_timeclock	SyncPunches	0.38s	Ryan's PD	Success
Aug 18, 2026 18:30:09	api_integration	GetEmployeeRoster	0.55s	All Branches	Success
Aug 18, 2026 22:05:33	svc_payroll	PostTimesheetData	2.91s	Rebel Alliance PD	Failed
Aug 19, 2026 02:14:58	svc_timeclock	SyncPunches	0.41s	Ryan's PD	Success
Aug 19, 2026 06:47:21	api_integration	GetScheduleUpdates	0.63s	All Branches	Success
Aug 19, 2026 09:33:12	bhubert	ExportBillingData	1.78s	Ryan's PD	Success
Aug 19, 2026 12:58:40	svc_payroll	PostTimesheetData	4.02s	Rebel Alliance PD	Timeout

Daily Roster

Daily roster reports in InTime are customizable, printable reports that show staff assignments for a specific day — such as patrol deployment or other personnel lists — and are commonly used for operational planning and shift management. Because they can pull data from several modules, daily rosters are highly flexible: you can filter which employees and assignment details appear (by rank, assignment, leave status, and more), and rosters can be named, copied, modified, or imported from a CSV file to fit your agency's needs. It's recommended to copy a roster before modifying it, so you can experiment without affecting the original.

For instructions on creating, configuring, and viewing daily rosters, refer to the InTime Administrators Guide.

Wellness Reports (Additional Module)

Fatigue Details by Employee

The Fatigue Details by Employee report reviews fatigue threshold infractions for individual employees. You can filter by Branch, Start and End Date, Employee Filter group, Unit, and Fatigue Type (Daily, Work Period, Monthly), and select individual employees. The current Fatigue Thresholds, as set in Branch Rules, display at the top. For each employee it shows Name, ID, Rank, and Unit; the type of Fatigue Threshold broken; the date of the infraction; hours worked above the threshold; the sum for each Fatigue Threshold type; the number of Warn Alerts present in the Work Schedule; the average hours worked above threshold per infraction (Hours Per Alert); and a grand total for each Fatigue Threshold type. It's used by schedulers and command staff to identify trends, monitor employee wellness, and proactively address fatigue issues before they affect performance or safety.

BHHubert

Fatigue Details by Employee

Jan 1, 2026 - Aug 18, 2026

Branch: Aaron's PD Filter: All Unit: All Fatigue Type: All All Employees

Fatigue Rules (Maximum Hours)

Daily16:00Work Period90:00Monthly200:00

Employee IDAPD046RankSergeant

EmployeeMontana, TonyUnitProfessional Standards

Fatigue AlertDateHours Over

Work PeriodApr 25, 2026-May 22, 202630:00

Work PeriodMay 23, 2026-Jun 19, 202670:00

Work PeriodJun 20, 2026-Jul 17, 202670:00

Work PeriodJul 18, 2026-Aug 14, 202670:00

Work Period Total 240:00

Employee IDAPD038RankOfficer

EmployeeSimpson, HomerUnitPatrol Day Shift Officers

Fatigue AlertDateHours Over

Work PeriodJan 1, 2026-Jan 9, 202602:30

Work Period Total 02:30

Employee IDAPD015RankOfficer

EmployeeSolo, HanUnitPatrol Day Shift Officers

Fatigue AlertDateHours Over

Work PeriodJan 1, 2026-Jan 8, 202648:00

Work PeriodMay 1, 2026-May 28, 202670:00

Work PeriodMay 29, 2026-Jun 25, 202670:00

Work PeriodJun 26, 2026-Jul 23, 202670:00

Work PeriodJul 24, 2026-Aug 18, 202654:00

Work Period Total 312:00

Fatigue Summary by Unit

The Fatigue Summary by Unit report summarizes fatigue threshold infractions by unit. You can filter by Branch, Start and End Date, Employee Filter group, and Fatigue Type (Daily, Work Period, Monthly), and narrow the unit list within a branch by unchecking "Select All." The current Fatigue Thresholds, as set in Branch Rules, display at the top. For each unit, sorted alphabetically, it shows the type of Fatigue Threshold broken; Hours Over (hours worked above the threshold); Alert Count (the number of Warn Alerts at the time the report is run); Hours Per Alert (the average hours over threshold per infraction); and a grand total for each Fatigue Threshold type. It's used by schedulers and command staff to quickly identify units with higher fatigue risk, monitor trends, and take proactive steps to address wellness issues before they affect employee health or department performance.

BHubert		Fatigue Summary by Unit			Jan 1, 2026 - Aug 18, 2026	
Branch: Aaron's PD Filter: All Fatigue Type: All All Units						
Fatigue Rules (Maximum Hours)						
Daily	16:00	Work Period	90:00	Monthly	200:00	
Unit	Type	Hours Over	Alert Count	Hours Per Alert		
Patrol Day Shift Officers	Work Period	314:30	41	07:40		
Professional Standards	Work Period	240:00	31	07:44		
Grand Total	Daily	00:00	0			
	Work Period	554:30	72			
	Monthly	00:00	0			

Resource Contact List

The Resource Contact List report lists all effective wellness resources and their groups — such as therapists or support groups — as of the date you select, alphabetized by group and then by resource name within each group. You can filter it to show only specific resource types. It's used to give staff up-to-date contact information for wellness resources, supporting proactive wellness initiatives; it's convenient to print or share, such as pinning on a bulletin board.

BHubert

Resource Contact List

Jan 1, 2026

Branch: Aaron's PD Resource: All

Financial Wellness

Dave Ramsey - Articles

Type	Contact Information
Budget	https://www.ramseysolutions.com/budgeting/how-to-make-a-budget
Debt	https://www.ramseysolutions.com/debt/ways-to-get-out-of-debt
Saving	https://www.ramseysolutions.com/saving/how-to-make-extra-money

Lifelong Financial Solutions

17013 Bradshaw St
Overland Park
66062

Type	Contact Information
Email	karen@lifelongfinancialsolution.com
Phone	913-808-5100
Web	https://www.lifelongfinancialsolution.com/

Mental Wellness

Evolve Wellness & Counseling

8014 State Line Rd
Prairie Village
66208

Type	Contact Information
Appointments	evolvewellnesskc.com
Phone	913-213-1272

Peer Support Team

InTime Support Team

Type	Contact Information
Email	arussell@intimesoft.com
Phone	4194194191
Profile	intimesoft.com

Physical Wellness

Planet Fitness

11411 Metcalf Ave
Overland Park
66210

Type	Contact Information
Phone	913-788-6960

Resource Engagement by Resource

The Resource Engagement by Resource report shows the level of interest employees have in each wellness group or resource, based on anonymous click counts through InTime Web and Mobile — no personally identifiable information is collected or stored. You can filter by Branch, Start and End Date, and Resource. It shows the number of "Views" each group or resource received, and how many times a phone number, email address, or weblink was clicked within the date range. It's used to help agencies coordinate wellness events or workshops based on what employees are currently interested in, and to identify low-engagement resources so barriers to access can be addressed — giving agencies a data-driven way to respond to employee needs without surveys or direct inquiries.

BHubert

Resource Engagement by Resource

Jan 1, 2026

Branch: Rebel Alliance PD Resource: All

Note: This report is completely anonymous. No personally identifiable information is collected or stored with this report. The sole purpose of this report is to show the amount of interest in a provider based on the number of clicks on resources and/or groups by employees.

Resource	Views	Phone Clicks	Email Clicks	Web Clicks
Behavioral Health Line (EAP)	142	38	12	61
Chaplaincy Services	54	9	3	15
Critical Incident Stress Debrief	76	14	5	22
Financial Counseling Service	11	1	0	2
Peer Support Team	98	21	8	34
Sleep & Fatigue Program	23	2	1	6

Export Reports

Time Card Report (CSV Optimized)

The Time Card Report gives a payroll-focused view of employees' approved timesheets for the date range you select, listed alphabetically by employee. For each employee it shows Name, ID numbers, assigned Unit, Rank, pay period dates, and work group code, along with every approved shift worked in the period — including special events, overtime (with hours codes pulled from hours modifiers), vacation days, and regular work shifts. It's used for payroll processing, and can be exported directly into your payroll system. All timesheets should be approved, and every employee should be assigned to a work group, before running it for accurate results.

BHubert

Time Card Report

Jan 1, 2026 - Aug 18, 2026

Branch: Bob's PD Unit Based Filter: All Unit: All All Employees

Employee	Employee ID			External ID		Unit	Rank	Pay Period			Work Group Code	
Blum 5298, G	8169			5298		A Team Officers	Corporal	May 29, 2026 - Jun 11, 2026			Default	
Date	Start Time	End Time	Hours	Hours Code	HM Ref	Activity Ref	Unit Ref	Location Code	Location Ref	Tracking Tags	Activity Start	Activity End
May 31, 2026	05:30	18:00	12.50	regular		Activity ref	50163	code	ref		05:30	18:00
Jun 01, 2026	05:30	18:00	12.50	regular		Activity ref	50163	code	ref		05:30	18:00
Jun 02, 2026	05:30	18:00	12.50	regular		Activity ref	50163	code	ref		05:30	18:00
Jun 03, 2026	05:30	18:00	12.50	R			50163	code	ref		05:30	18:00
Jun 07, 2026	05:30	18:00	12.50	regular		Activity ref	50163	code	ref		05:30	18:00
Jun 08, 2026	05:30	09:00	3.50	R			50163	code	ref		05:30	18:00
Jun 08, 2026	09:00	12:00	3.00	R			50163	code	ref	DR Number: 25-9995	05:30	18:00
Jun 08, 2026	12:00	18:00	6.00	R			50163	code	ref		05:30	18:00
Jun 09, 2026	05:30	18:00	12.50	regular		Activity ref	50163	code	ref		05:30	18:00
Jun 10, 2026	09:00	12:00	3.00	R			50163	code	ref	DR Number: 25-9995	05:30	18:00

Approved By: Bob Cote - Jul 13, 2026 10:58

Regular Hours

R

28:00

regular

62:30

Total

90:30

Employee	Employee ID			External ID		Unit	Rank	Pay Period			Work Group Code	
Martinez, D	8182					A Team Officers	Police Services Offi	Jun 12, 2026 - Jun 25, 2026			001	
Date	Start Time	End Time	Hours	Hours Code	HM Ref	Activity Ref	Unit Ref	Location Code	Location Ref	Tracking Tags	Activity Start	Activity End
Jun 15, 2026	05:30	06:00	0.50	SDP			50163	code	ref		05:30	18:00
Jun 15, 2026	06:00	18:00	12.00	RNS			50163	code	ref		05:30	18:00
Jun 16, 2026	05:30	06:00	0.50	SDP			50163	code	ref		05:30	18:00
Jun 16, 2026	06:00	18:00	12.00	RNS			50163	code	ref		05:30	18:00
Jun 17, 2026	05:30	06:00	0.50	SDP			50163	code	ref		05:30	18:00
Jun 17, 2026	06:00	18:00	12.00	RNS			50163	code	ref		05:30	18:00
Jun 22, 2026	05:30	06:00	0.50	SDP			50163	code	ref		05:30	18:00
Jun 22, 2026	06:00	18:00	12.00	RNS			50163	code	ref		05:30	18:00
Jun 23, 2026	05:30	06:00	0.50	SDP			50163	code	ref		05:30	18:00
Jun 23, 2026	06:00	18:00	12.00	RNS			50163	code	ref		05:30	18:00
Jun 24, 2026	05:30	06:00	0.50	SDP			50163	code	ref		05:30	18:00
Jun 24, 2026	06:00	18:00	12.00	RNS			50163	code	ref		05:30	18:00

Aug 19, 2026 10:32

ISI Applications Test

Page 1

Appendix A: Report Catalog

Module	Report	What It Tells You
Schedule Reports	Activity Detail by Activity	Detailed breakdown of activities on the schedule, with a total for the time period you select.
	Activity Detail by Employee	Detailed breakdown of activities by employees on the schedule, with a total for the time period you select.
	Activity HM Detail by Employee	Detailed breakdown of activities that have an Hours Modifier (HM) attached, worked by employees on the schedule.
	Activity HM Detail by Hours Modifier	Detailed breakdown of activities that have an Hours Modifier (HM) attached.
	Activity HM Summary by Employee	Basic summary of activities that have an Hours Modifier attached, worked by employees on the schedule, with a total.
	Activity HM Summary by Hours Modifier	Total hours worked under each Hours Modifier (such as overtime or special event pay), sorted by Hours Modifier, for the period you select.
	Activity Request by Activity	Shows activities employees requested on the schedule, with a total for the time period you select.
	Activity Request by Employee	

	Activity Request by Hours Modifier	
	Activity Summary by Activity – Activity Summary by Employee	Gives a summary of activities on the schedule, with a total for the time period you select.
	Assignment Detail by Location	Gives a detailed list of assignments and their details, sorted by Location.
	Assignment Summary by Employee	A summary of assignments, sorted by Employee.
	Assignment Summary by Location	A summary of assignments, sorted by Location.
	Court Activity Request by Employee	A list of customer requests and their status, Activity Type, Location, Date, and Agent, sorted by Employee.
	Employee Last Date Scheduled	Details of the most recent Assignment worked by Employee(s).
	Employee Schedule by Week	Shows one employee's schedule, one week at a time.
	Employee Utilization	Finds employees available to work who have fewer scheduled hours than a maximum you set for the date range.
	Find Usage by Location	A list of assignments filled using a Find List Organizer, sorted by Location.
	Find Usage Declines by Location	A detailed list of employees who declined assignments through a Find List Organizer, sorted by decline reason.

	Find Usage Calculator Detail by Employee	Tracks detailed usage calculations for each employee, including how their balances change over time and the actions that affect those balances.
	Find Usage Detail by Employee	A detailed list of assignments filled through a Find List Organizer.
	Hours Alerts by Employee	A list of alerts for timesheet errors.
	Hours Detail by Activity	Breaks down work hours for each activity staff were assigned to.
	Hours Detail by Employee	Scheduled hours by employee, broken into Regular, Overtime, Comp Time, Holiday, and Other (Leave) hours.
	Hours Detail by Location	Scheduled hours by location, with subtotals by employee, broken into Regular, Overtime, Comp Time, Holiday, and Other (Leave) hours.
	Hours Detail Employee by Location	This report combines the Hours Detail and Hours Detail by Location reports, with an hours summary at the bottom.
	Hours Summary by Employee	A high-level summary of hours worked by an employee: total Scheduled, Actual, Leave, Unpaid, Standby, Regular, Extra, Premium, and Banked...
	Leave Hours Detail by Employee	A list of leave taken by an employee: Date, Time, Leave Type, and the type of leave hours (for example, Unpaid).

	Leave Hours Detail by Leave	A list of leave taken by employees: Date, Time, Leave Type, and the type of leave hours (for example, Unpaid).
	Leave Hours Summary by Employee	A summary of leave and leave hours an employee took over a date range, sorted by Employee, with totals.
	Leave Hours Summary by Leave	A summary of leave and leave hours taken over a date range, sorted by Leave Type.
	Leave Request by Rejection Reason	A list of rejected leave requests and their details, sorted by rejection reason.
	Leave Request Detail by Employee	A list of leave requests and their details, including pending status, sorted by Employee.
	Leave Request Detail by Leave	A list of leave requests and their details, including pending status, sorted by Leave Type.
	Open Hours by Location (for use with Demand Scheduling)	Unfilled assignments by location.
	Position Schedule Sign-Ups	
	Position Schedule Sign-Ups by Employee	Position Schedule Sign-Ups and Position Schedule Sign-Ups by Employee, used with the Shift Bidding module.
	Post Sign-Ups by Employee	A list of post sign-ups and whether each was assigned, sorted by Employee.
	Post Sign-Ups by Location	A list of post sign-ups and whether each was assigned, sorted by Location.

	Time Bank Detail by Employee	
	Time Bank Detail by Time Bank	
	Time Bank Summary by Employee	A detailed list of time bank type, debits, credits (accruals), and total balances, sorted by Employee.
	Time Bank Summary by Time Bank	A detailed list of banked time, credits and debits, accruals, resets, and overall balances, sorted by Time Bank.
	Timesheet Alerts by Employee	A timesheet report showing Approved, Rejected, and Unsubmitted timesheets, sorted by Employee.
	Timesheet by Employee	A detailed breakdown of all hours an employee worked for a pay period, the status (submitted, approved, or rejected), and any notes.
Employee Reports	Attribute Value by Employee	A list of attributes and values assigned to employees, sorted by Employee.
	Attribute Value by Value	A list of attributes and values assigned to employees, sorted by attribute value.
	Employee Contact List	Contact information entered for each employee – name, address, email, SMS, cell phone, and so on – as programmed in their profile.

	Employee List	A list of employees, employment dates, and other basic information, all pulled from the employee's profile.
Attendance Reports	Punch Status	
	Punch Status by Employee	
	Punch Status by Location	
Payroll Reports	Payroll Alerts by Employee	A list of payroll alerts tied to an employee and an assignment.
	Payroll Code by Unit	A detailed list of employee assignments, with the pay code for each assignment and any exceptions, sorted by Unit and Filters.
	Payroll Detail by Employee	A detailed list of hours worked, Pay Rate, and total amount owed, sorted by Employee.
	Payroll Detail by Hours Modifier	A detailed list of hours worked, Pay Rate, and total amount owed, sorted by Hours Modifier.
	Payroll Details by Location	
Billing Reports	Billing Alert by Location	A list of billing alerts tied to an assignment, sorted by Location.
	Billing Detail by Location	A detailed list of hours worked, billing rate, and total amount to bill a customer, sorted by Location.
	Billing Summary by Customer	A summary of hours worked, billing rate, and total amount to bill a customer, sorted by Customer, for a date range.

	Margin Detail by Customer	A detailed review of margin profit or loss, sorted by Customer.
	Margin Summary by Customer	A summary of margin profit or loss, sorted by Customer.
Notification Reports	Notification Detail	A list of notifications sent by the system or a user: the content, who received it, and the contact method (device), for a date range. The report is sorted by the order in which notifications were sent.
	Notification Detail by Employee	A list of notifications sent by the system or a user, including the content, for a date range you select, sorted by Employee.
	Notification Summary	A summary of all notifications sent, in the order sent.
	Reminder Acknowledgement by Customer	A list of task/reminder notifications and whether each was acknowledged sorted by customer.
	Reminder Acknowledgement by Employee	A list of task/reminder notifications and whether each was acknowledged, sorted by Employee.
Assets	Asset Alerts by Asset	.
	Assets Assignment Details by Asset	
	Assets Assignment Details by Employee	

	Asset Expiration by Asset Type	
	Asset Availability by Asset Type	
	Employee Asset Detail by Employee	
Training	Certificate Expiration by Date Range	
	Certificate Summary by Certificate	
	Certificate Summary by Employee	
	Certified Course Hours	
	Course Category by Category	
	Course Category by Employee	
	Course Detail by Course	
	Course Detail by Employee	
	Course List	
	Course Roster	
	Training Level Alerts by Employee Worked Hours	

	Training Level Alerts by Training Level	
	Training Level Expiration by Date Range	
	Training Level List	
	Training Level Non-Compliance	
	Training Level Summary by Employee	
	Unassigned Training Level	
System	Employee Licensing	
	SMS Usage	
	User Login	
	Web Service Activity	
Daily Roser	Copy of InTime Police Services	
	InTime Police Services	
Wellness	Fatigue Details by Employee	
	Fatigue Summary by Unit	
	Resource Contact List	
	Resource Engagement by Resource	

Export	Time Card Report	
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