

# How to Easily Run All Logs by Month Report in PowerSchool

Disciplined data is one area that schools strive to keep accurate and up-to-date records.

Entering data whether from logs or incidents is the easy part. Getting that data into a format that can be used for analysis is a different issue altogether.

Have you ever needed to just be able to quickly identify when different discipline issues happen? That is, wouldn't it be great if you could quickly get to a report that shows you how many times a particular discipline issue happens during each month of the school year? Getting to that data now would not only involve searching for and exporting the data but then having to manually manipulate and get it into a usable format. That is until now.

With the use of our Log Entries by Month Report, schools can quickly and easily see when issues are occurring in their school or distract and identify trends or develop intervention needs to address these issues with just a few simple clicks.



## How to run the report:

To access this report, from the start page, click on RealTime Reports from the Level Data apps section. Once on the dashboard, select the All Logs by Month Report.

When the report loads, you'll see a graphical breakdown for each month with a total number of log entries. The table data will include a list of each behavior and an account of how many times that particular behavior was associated with a log for each month of the school year.

Data can be filtered by either log or behavior types. In addition, users can sort the data either by month or by behavior by clicking on the appropriate header.

Once your results have been filtered you can export the results by clicking on the export button. This will generate a CSV file that includes all of your filtered report data.

No need to know field names, table names, or complicated dot tags.

Getting to your data has never been easier.