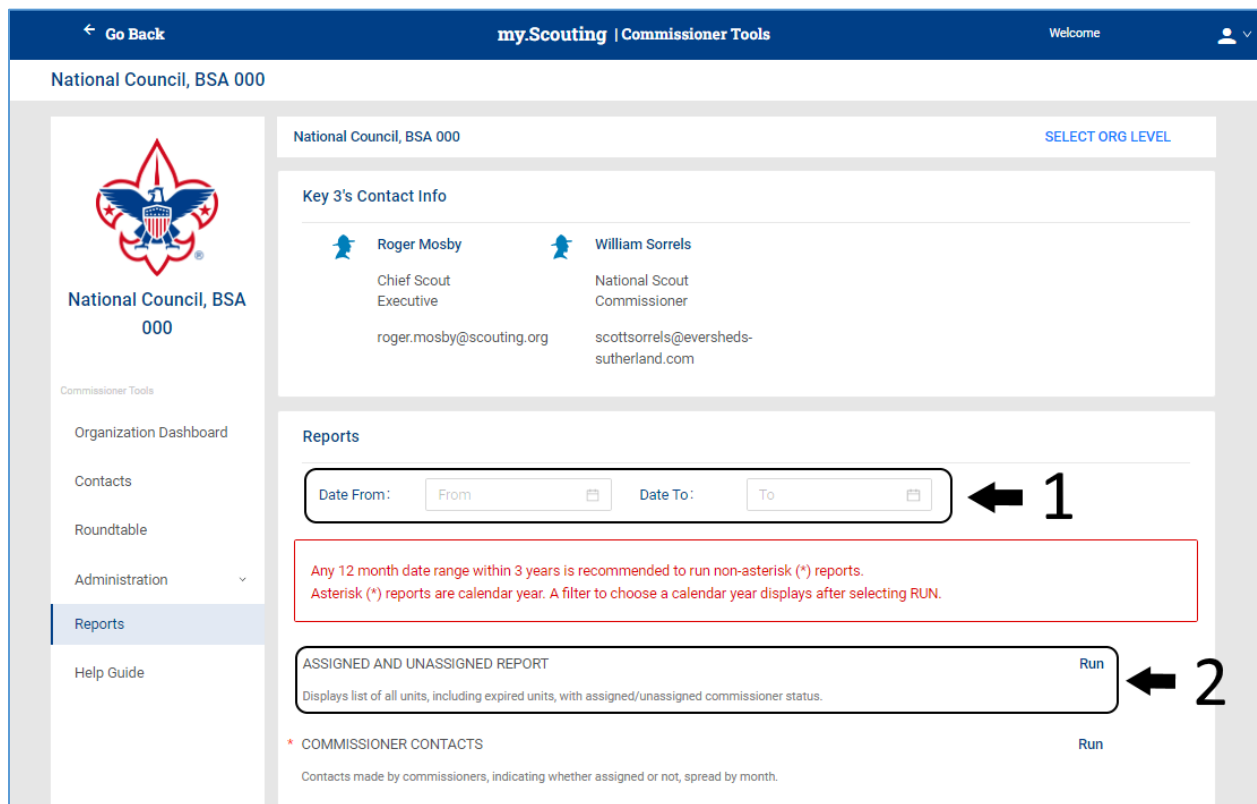


Report Generation Approaches in My.Scouting

My.Scouting has a powerful report generation mechanism that allows users to generate reports based on different time periods. This is useful in analyzing trends in unit, district, and council information.

Today there are three models to select the time period used in report generation. My.Scouting provides a note indicating which to use.

Model 1 – Select a Time Range on the Reports Menu



The screenshot displays the My.Scouting Commissioner Tools interface for the National Council, BSA 000. The interface includes a navigation menu on the left with options like Organization Dashboard, Contacts, Roundtable, Administration, Reports, and Help Guide. The main content area shows the Reports section with a date range selector (Date From: From, Date To: To) and a 'Run' button. A red box highlights a note: "Any 12 month date range within 3 years is recommended to run non-asterisk (*) reports. Asterisk (*) reports are calendar year. A filter to choose a calendar year displays after selecting RUN." A second 'Run' button is visible below the note. Arrows and numbers 1 and 2 indicate the steps for selecting a time range and running the report.

This is the default model for report generation in Commissioner Tools.

In the above screenshot from My.Scouting, a user will:

1. use the “Date From” and “Date To” boxes to select the time range
2. Once the dates are selected, run the report.

When the report is generated, the data will reflect the time range selected by the user.

Model 2 – Select a Year Long Range After Selecting the Report to Run

NOTE: Reports that use this model are indicated by a red asterisks.

Some reports in My.Scouting are generated on data stored in year long ranges. The year to be selected is indicated **after** the “Run” button is selected.

← Go Back my.Scouting | Commissioner Tools Welcome

National Council, BSA 000

National Council, BSA 000 [SELECT ORG LEVEL](#)

Key 3's Contact Info

Roger Mosby
Chief Scout Executive
roger.mosby@scouting.org

William Sorrels
National Scout Commissioner
scottsorrels@eversheds-sutherland.com

Reports

Date From: Date To:

Any 12 month date range within 3 years is recommended to run non-asterisk (*) reports. Asterisk (*) reports are calendar year. A filter to choose a calendar year displays after selecting RUN.

ASSIGNED AND UNASSIGNED REPORT [Run](#)
Displays list of all units, including expired units, with assigned/unassigned commissioner status.

* COMMISSIONER CONTACTS [Run](#) ← 1
Contacts made by commissioners, indicating whether assigned or not, spread by month.

BOY SCOUTS OF AMERICA® Commissioner Contacts Report

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Organization Name: National Council, BSA 000
Period of Time: From Jan 2023 to Dec 2023
Report Generated By: Justin Sprague
Date Report Generated: 02/12/2023

[Export to CSV](#)

[FILTER](#) ← 2

Report Prompt

Commissioner Contacts Report

SUBMIT

Parameters

Year 2021

4

3

In the above screenshots from My.Scouting, a user will:

1. Run the selected report
2. Select filter to set the range of data to view
3. Select the year of data to view
4. Press Submit to run the report

When the report is generated, the data will reflect the year selected by the user.