Reports, Trends, and Reporting Calendar

Explore result reports, target and workload charts, chlorine trends, the illustrative annual summary, and manual reporting preparation records.

Version 1 | Narration and screenshots | 3 minutes

Watch the video online
https://app.adaptfcs.com/videos/water-quality/reports-trends-and-reporting-calendar.html



Introduction - 00:00

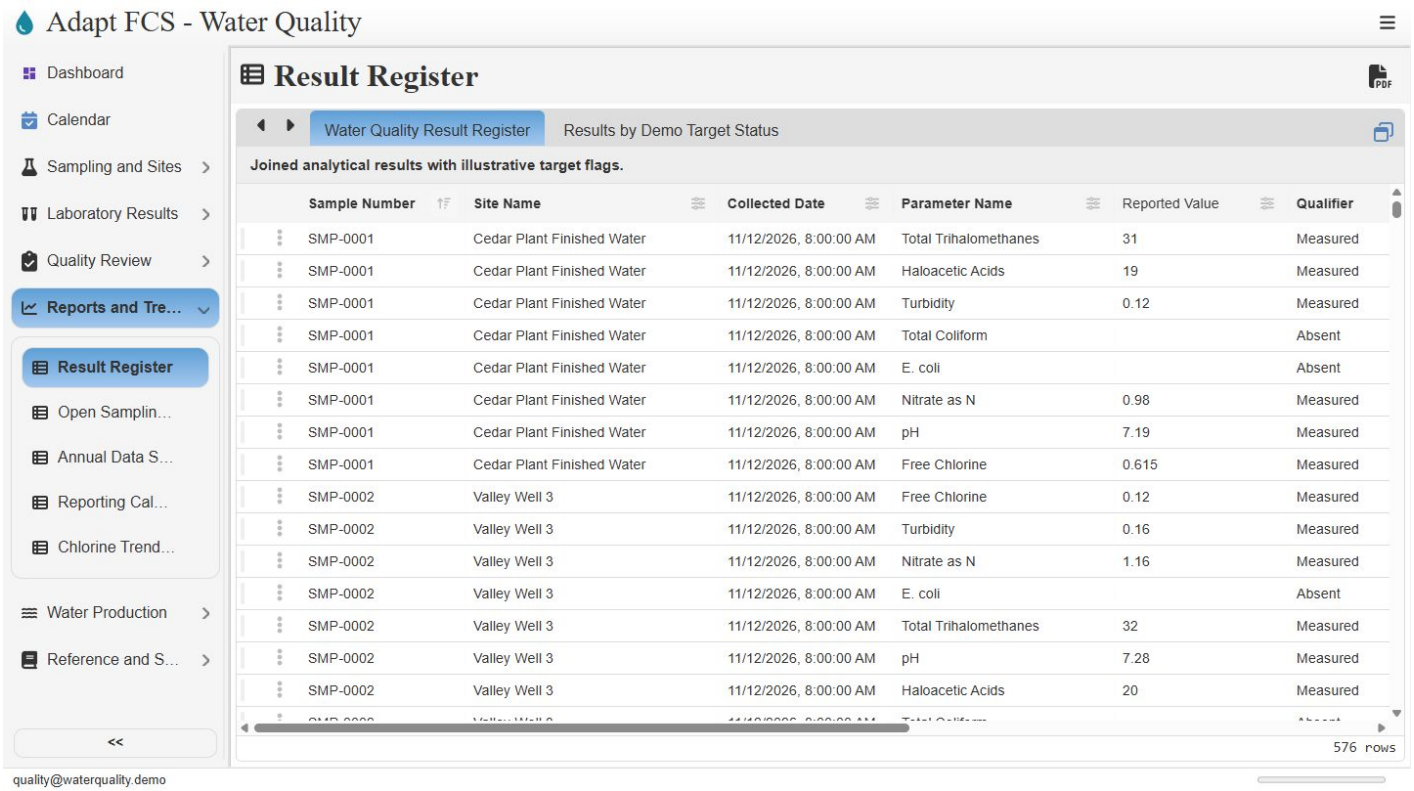
Explore the existing reporting tools in Adapt FCS. We will move between combined result reports, review and workload charts, chlorine trends, an illustrative annual summary, and the reporting preparation calendar. This walkthrough distinguishes data review from validated regulatory calculations and agency submission.

This PDF contains the complete narration and relevant screenshots. The linked page includes the video, chapter controls, captions and downloads.

Fictional demonstration data and illustrative targets. This walkthrough does not determine regulatory compliance.

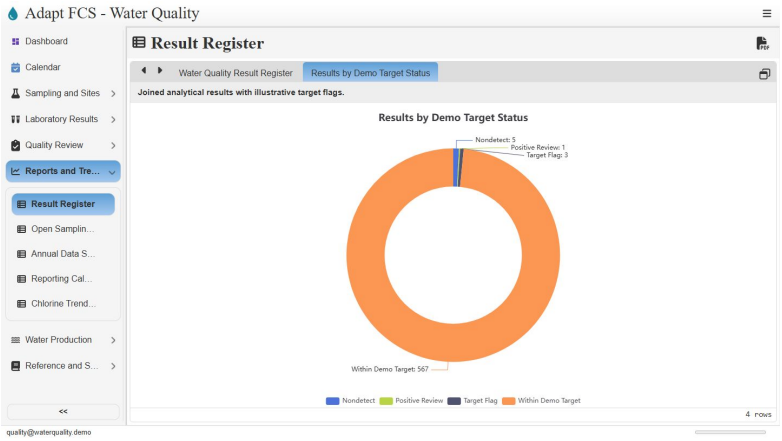
00:22 | Bring sample and result context together

Open Reports and Trends and choose Result Register. This joined view brings sample numbers, site names, collection dates, parameter names, values, and qualifiers together. It helps staff review the analytical information in context. The targets used here are illustrative, and the report is not a compliance determination.



Reports and Trends > Result Register

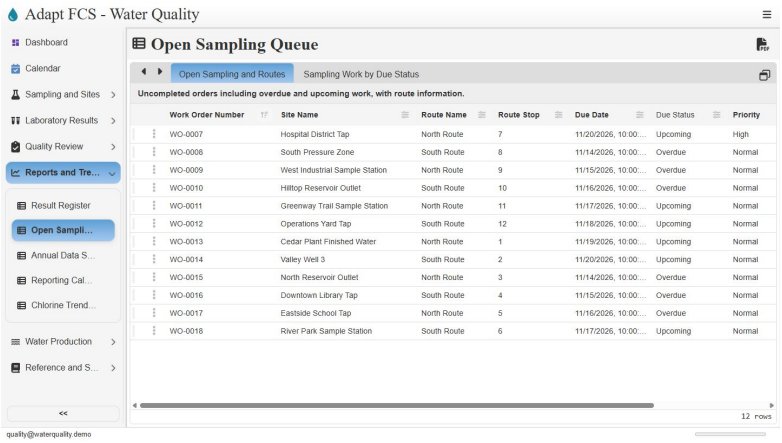
00:45 | Switch to the result-status chart



Select Results by Demo Target Status above the report. The chart summarizes measured results within the demo target alongside target flags, a positive-review example, and nondetects. These categories help direct attention to the underlying records. A chart category does not replace the qualified review needed to interpret a result.

Results by Demo Target Status summarizes the demonstration categories.

01:08 | Review open sampling work by route



Choose Open Sampling Queue to review the remaining collection work. The report combines work order identifiers with site names, route names, route stops, due dates, status, and priority. This operational view helps staff organize the recorded tasks. It does not generate recurring work or send a message by itself.

Open Sampling Queue combines work order, site, route, stop and due date.

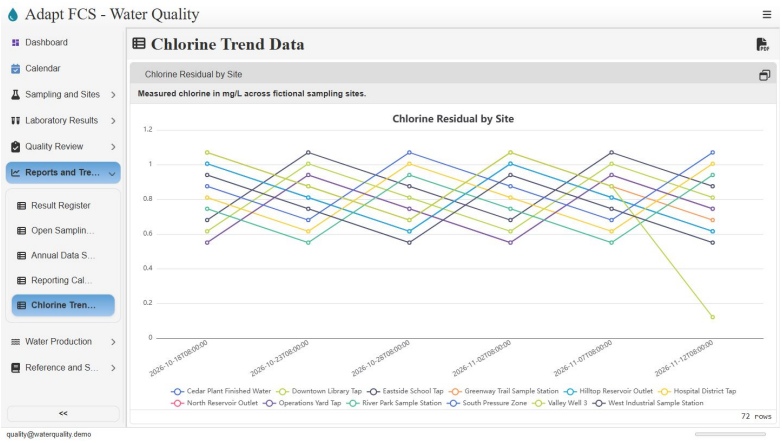
01:31 | See the due-status workload summary



Switch to Sampling Work by Due Status for a compact workload view. This capture shows six overdue and six upcoming demonstration orders. Use the chart to decide where to inspect individual tasks, then return to the report. Confirm that the underlying report information is current before making operational decisions.

Sampling Work by Due Status shows six overdue and six upcoming examples.

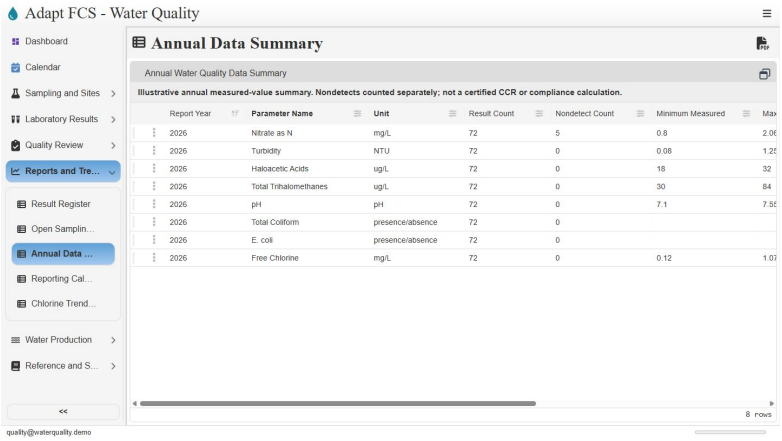
01:53 | Compare the chlorine histories by site



Choose Chlorine Trend Data to view the recorded chlorine series by site. Each colored series corresponds to a fictional sampling location, with the reading dates along the bottom. The view supports comparison across locations and time. It does not infer the cause of a change or certify that an operating condition is acceptable.

Chlorine Trend Data > Chlorine Residual by Site

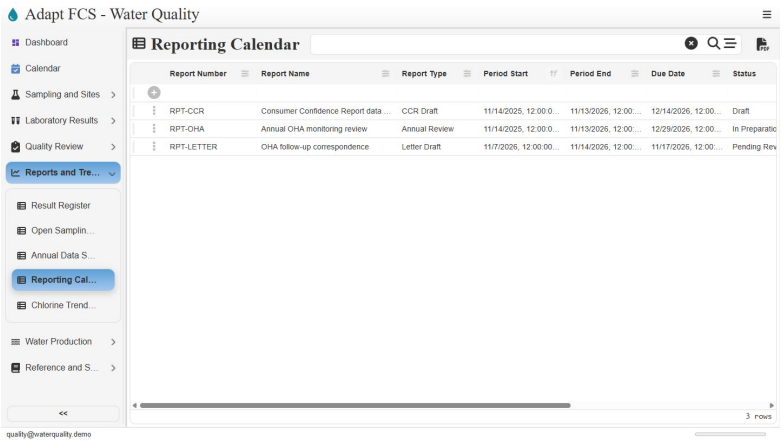
02:16 | Use the annual summary as a review starting point



Annual Data Summary groups the demonstration results by parameter and unit. It retains a separate nondetect count while summarizing measured values. The notice explicitly says this is not a certified Consumer Confidence Report or compliance calculation. Approved regulatory periods, averaging rules, nondetect treatment, and final report content need independent validation.

The illustrative annual summary counts nondetects separately.

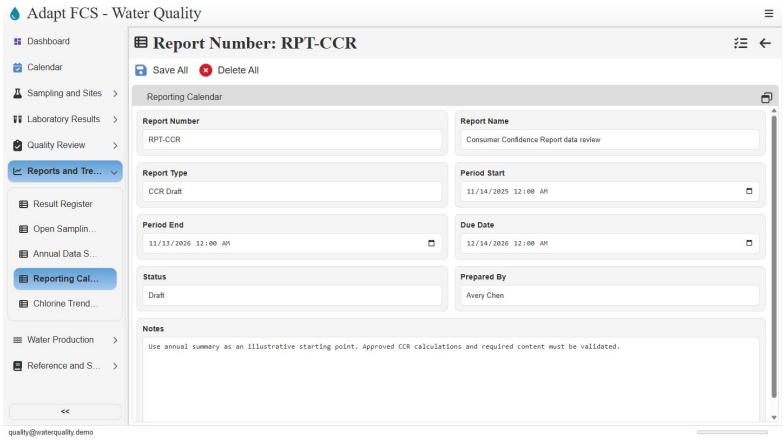
02:43 | Organize the reporting preparation work



Open Reporting Calendar to see the preparation records. The examples include Consumer Confidence Report data review, annual monitoring review, and follow-up correspondence. Each records a reporting period, due date, status, and preparer. This register organizes the work; it does not submit the document to an agency.

Reporting Calendar records report type, reporting period, due date and status.

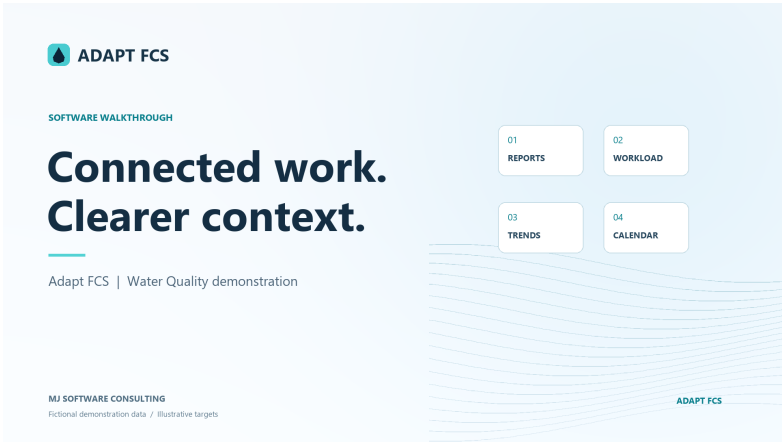
03:05 | Inspect the preparation record and its scope



The CCR example is Draft and explicitly requires approved content and calculations.

Open the Consumer Confidence Report data-review example. Its reporting period, due date, Draft status, preparer, and note are visible together. The note requires approved calculations and required content to be validated. These tools support preparation and review today. Agency-specific outputs, electronic submission, and regulatory certification are separate work.

03:31 | Closing



Closing card.

Instrumental closing; no narration.