



Report

A formatted presentation of data in Slate that helps you analyze, summarize, and share information.

Reports turn your data into insights you can act on and share.



DIFFICULTY
Beginner



ESTIMATED TIME
5 minutes



CATEGORY
Analytics



1. Why this matters

Reports help you see what's happening, measure results, and support better decisions. Share insights with the right people in a clear, professional way.

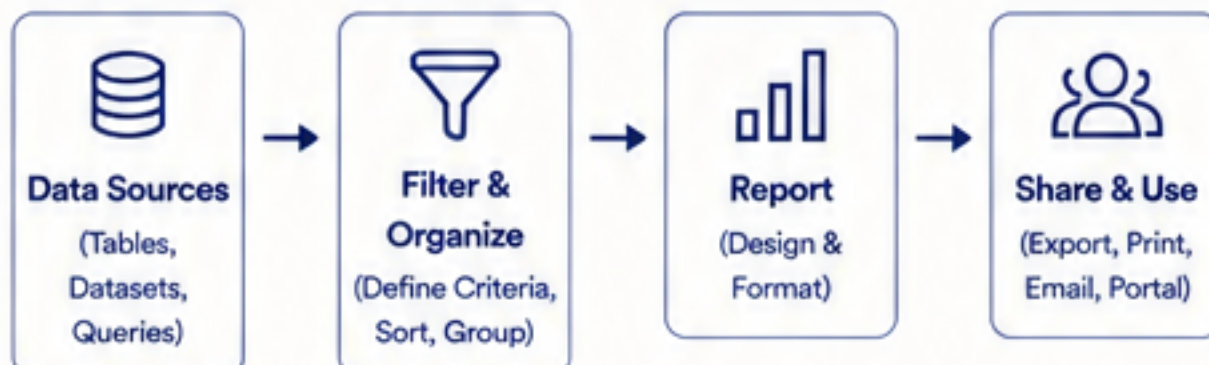


2. Think of it like...

A report is like a snapshot or story of your data.
You choose what to show, how to show it, and who needs it.



3. The Big Picture



Reports take your data, shape it, and deliver the insights you need.



4. Common Misconceptions

- Reports and queries are the same thing.
- Reports only show data—they can't be styled.
- Reports can't be exported or shared.
- If the data changes, the report won't update.
- Reports are only for big data or advanced users.



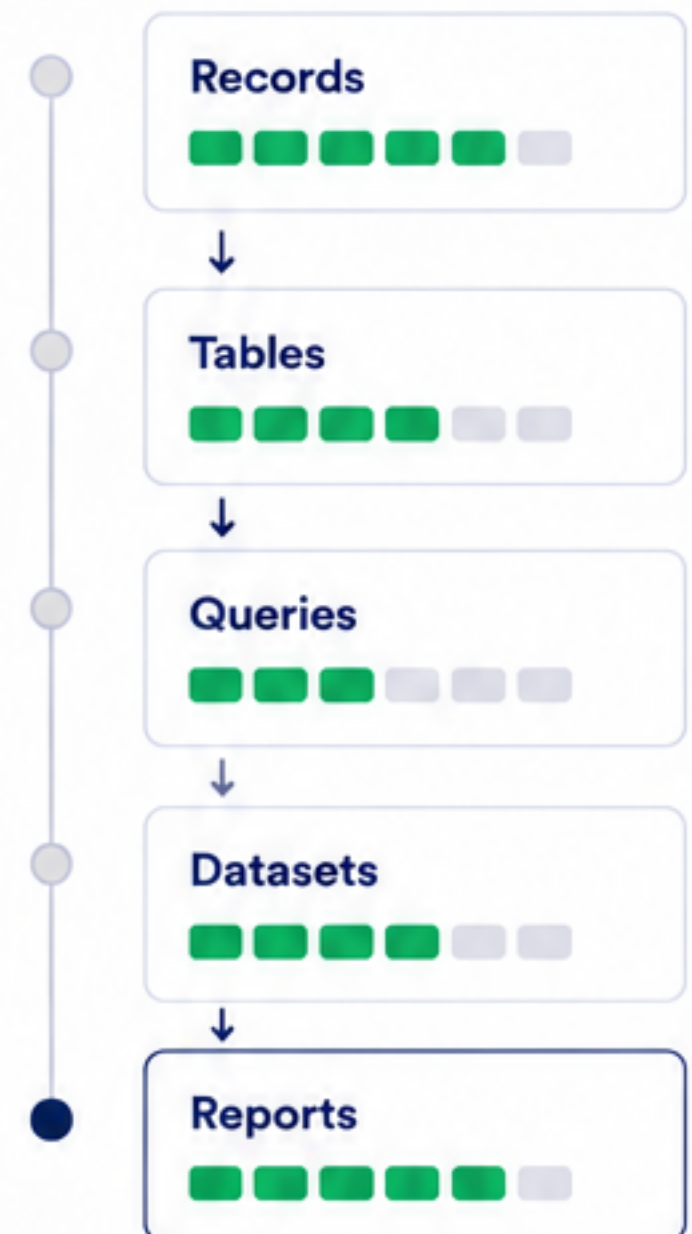
5. Key Takeaways

- ✓ Reports present data in a clear, meaningful way.
- ✓ They help you analyze trends and track progress.
- ✓ You can customize the layout, formatting, and filters.
- ✓ Reports can be exported, printed, emailed, or shared in portals.
- ✓ When the underlying data changes, your report updates too.



Understanding Meter

See how this concept fits in your learning journey.



Common Uses

- ✓ Enrollment & Yield Reports
- ✓ Applicant & Admissions Reports
- ✓ Financial Aid & Scholarship Reports
- ✓ Event Attendance Reports
- ✓ Operational & Staff Reports
- ✓ Dashboards & Summaries
- ✓ And much more!



Next Concepts

- Datasets
- Deliver
- Rules