

Review by User Report

Running the Report

Sample Report

October 15, 2015 3:12 PM

Review by User

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Mike Wolfe

Title	Latest Change	Latest Required Change	Last Reviewed	Notes
Policy Overview	10/12/2015		10/12/2015	
Parolees	10/9/2015			New changes
Drug Policy	10/8/2015	10/8/2015		Requires Review!
Probation Officer Conduct				

Fields

Display Name

The user's name as it should be displayed on reports. Generally, it is the user's first and last name. For example, "John Smith".

%fineprint{Appears in: [Users Form](#), [Review by User Report](#), [Review by Policy Report](#), [User Security Report](#)}%

Title

The policy's title.

%fineprint{Appears in: [Table of Contents Form](#), [Add New Policy Form](#), [Policy Detail Form](#), [Review by User Report](#), [Review by Policy Report](#)}%

Latest Change

The date of the most recent change to the policy. This field appears in reports and the [Table of Contents Form](#). It is read-only. This date represents the most recent Change Date from the policy's history.

Latest Required Change

The date of the most recent change that users must review for a given policy. This field appears in reports only. It is read-only. This date represents the most recent Change Date from the policy's history for changes marked as "Requires review."

Notes

The Notes highlight policy changes and policies that must be reviewed. They are based on a user's most recent review of a policy compared to the latest change and the latest required change.

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