

APPOINTMENT REPORTS

Appointment Reports

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SCHEDULED APPOINTMENTS

AccuSQL Report

Scheduled Appointments

01/01/2016 - 05/30/2016

Filtered by: Tutors:Sean Connery,Tom Cruise

Connery, Sean

Student	Date	Start	End	Activity	Exc.Off
Arlington, Dan	01/07/2016 R	02:00 PM	04:00 PM	ANAT2206 - Anatomy &...	Y N
Alvarez, Laura	01/11/2016 M	11:00 AM	12:00 PM	ANAT2206 - Anatomy &...	Y N
Arlington, Dan	01/21/2016 R	10:30 AM	11:00 AM	ANAT2206 - Anatomy &...	Y N
Paulovsky, Fernando	01/28/2016 R	01:00 PM	01:30 PM	ANAT3306 - Anatomy &...	Y N
Freeman, Morgan	02/15/2016 M	11:00 AM	12:00 PM	ANAT3306 - Anatomy &...	Y N
Nasman, Mike	02/15/2016 M	04:00 PM	05:00 PM	BIOL1100-002 - Biology 1	N N
Alvarez, Laura	02/15/2016 M	06:00 PM	07:00 PM	ANAT3306 - Anatomy &...	Y N
Aasher, Aaron	03/03/2016 R	02:10 PM	03:10 PM	Clarinet	Y N
Basoz, Cetin	03/28/2016 M	08:00 AM	08:30 AM	Advising Tour	Y N
Alvarez, Laura	04/28/2016 R	01:30 PM	02:30 PM	Advising Tour	Y N

Cruise, Tom

Student	Date	Start	End	Activity	Exc.Off
Alvarez, Laura	01/18/2016 M	01:00 PM	01:45 PM	BIOL2100 - Biology 2	Y N
Arlington, Dan	01/20/2016 W	01:00 PM	01:30 PM	ENG1000 - English ...	Y N
Alvarez, Laura	01/26/2016 T	10:30 AM	11:00 AM	ENG1122 - English...	N N
Basoz, Cetin	01/26/2016 T	01:30 PM	02:00 PM	CHEM3332 - Analytical...	Y N
Alvarez, Laura	02/08/2016 M	11:00 AM	12:00 PM	ANAT2206 - Anatomy &...	Y N
Arlington, Dan	02/08/2016 M	12:00 PM	01:00 PM	Academic Counseling	N N
Arlington, Dan	02/09/2016 T	12:00 PM	01:00 PM	Academic Counseling	N N
Arlington, Dan	02/16/2016 T	12:00 PM	01:00 PM	Academic Counseling	Y N
Arlington, Dan	02/23/2016 T	10:00 AM	11:00 AM	ENG4400 - Creative Writing	Y N

Purpose: Shows a list of appointments between Tutor and students

Available Filters: Reporting period, Students, Activities, Tutors, Student Groups, Lab IDs, Tutor Groups

Display Options: Time format

Grouped by: Tutor

Order: Tutor, Appt Time, Student, Activity, Tutor Last/First, First/Last

Summary Report Type Available: No

Description: For each Tutor, this report shows upcoming appointments from present to selected "To date". Under the tutor, the report lists the student, appointment date, start time, end time, class, whether the appointment is recursive, and whether the appointment was canceled.

Tip: Canceled appointments will appear with a line drawn through them.

Tip: A dotted line under the date separates different dates in the appointment list. SCHEDULED APPOINTMENTS

SCHEDULED APPOINTMENTS (WITH SCHEDULED TIME)

AccuSQL Report							
Scheduled Appointments							
08/23/2013 To 12/31/2013							
Bates, Liz							
Student	Date	Start	End	Activity	Exc.	Off	Scheduled On
Cooms, Jim	09/06/2013 F	09:00 AM	10:00 AM	Guitar	Y	N	09/05/2013 09:16 AM
Arlington, David	09/11/2013 W	02:00 PM	02:30 PM	Guitar	Y	N	09/11/2013 01:49 PM
Dee, Mickey	09/12/2013 R	03:00 PM	03:30 PM	Oboe	Y	N	09/12/2013 11:16 AM
Abel, Ellie A	09/16/2013 M	11:00 AM	11:30 AM	Art History and Appreciation	Y	N	09/16/2013 10:30 AM
Bright, Cindy							
Student	Date	Start	End	Activity	Exc.	Off	Scheduled On
Ables, Omid R	08/23/2013 F	09:00 AM	10:00 AM	Health Science Internship	Y	N	08/09/2013 02:09 PM
Arlington, David	08/26/2013 M	07:00 PM	08:00 PM	201203 NSE - 375 2 National Student	Y	N	08/26/2013 04:39 PM
Arlington, David	08/26/2013 M	09:00 PM	09:30 PM	201203 NSE - 375 2 National Student	Y	N	08/26/2013 04:59 PM
Arlington, David	08/27/2013 T	01:00 PM	01:30 PM	ANAT1101 - Anatomy and Physiology I	Y	N	08/27/2013 08:32 AM
Arlington, David	08/27/2013 T	02:00 PM	02:30 PM	ANAT1101 - Anatomy and Physiology I	Y	N	08/27/2013 08:34 AM
Dee, Mickey	09/11/2013 W	09:00 AM	09:30 AM	201203 ACC - 226 4 Intro to...	Y	N	09/10/2013 05:34 PM

Purpose: Shows a list of upcoming appointments between Tutor and students

Available Filters: Reporting period, Students, Activities, Tutors, Student Groups, Lab IDs

Display Options: Time format

Grouped by: Tutor

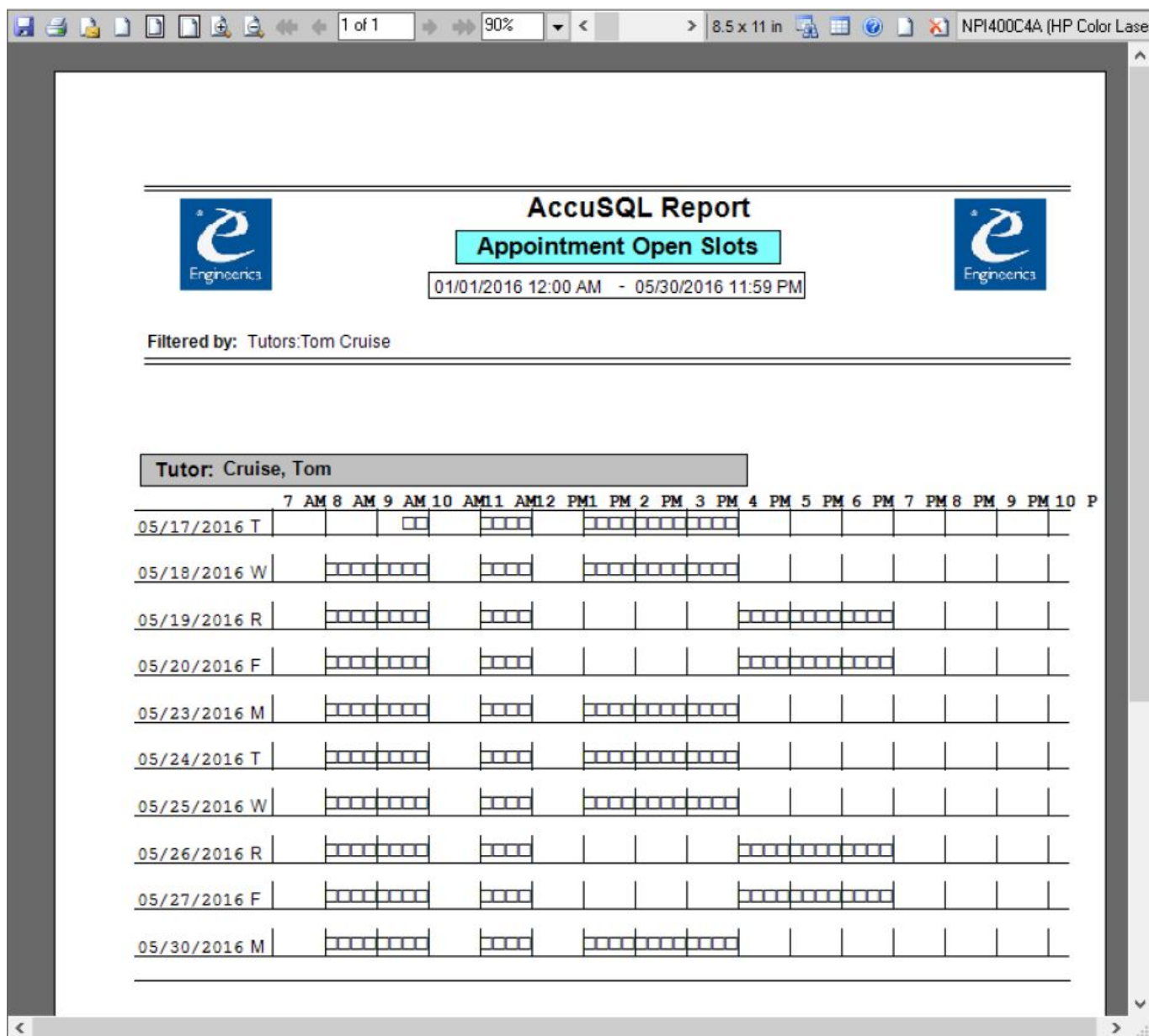
Order: Tutor, Appt Date, Student, Activity

Description: For each Tutor, this report shows upcoming appointments from present to selected "To date". Under the tutor, the report lists the student, appointment date, start time, end time, class, whether the appointment is recursive, and whether the appointment was canceled.

Tip: Canceled appointments will appear with a line drawn through them.

Tip: A dotted line under the date separates different dates in the appointment list.

APPOINTMENT OPEN SLOTS



Purpose: Shows the open appointments slots during a certain time period

Available Filters: Reporting period, Tutors, Lab IDs

Display Options: None

Grouped by: None

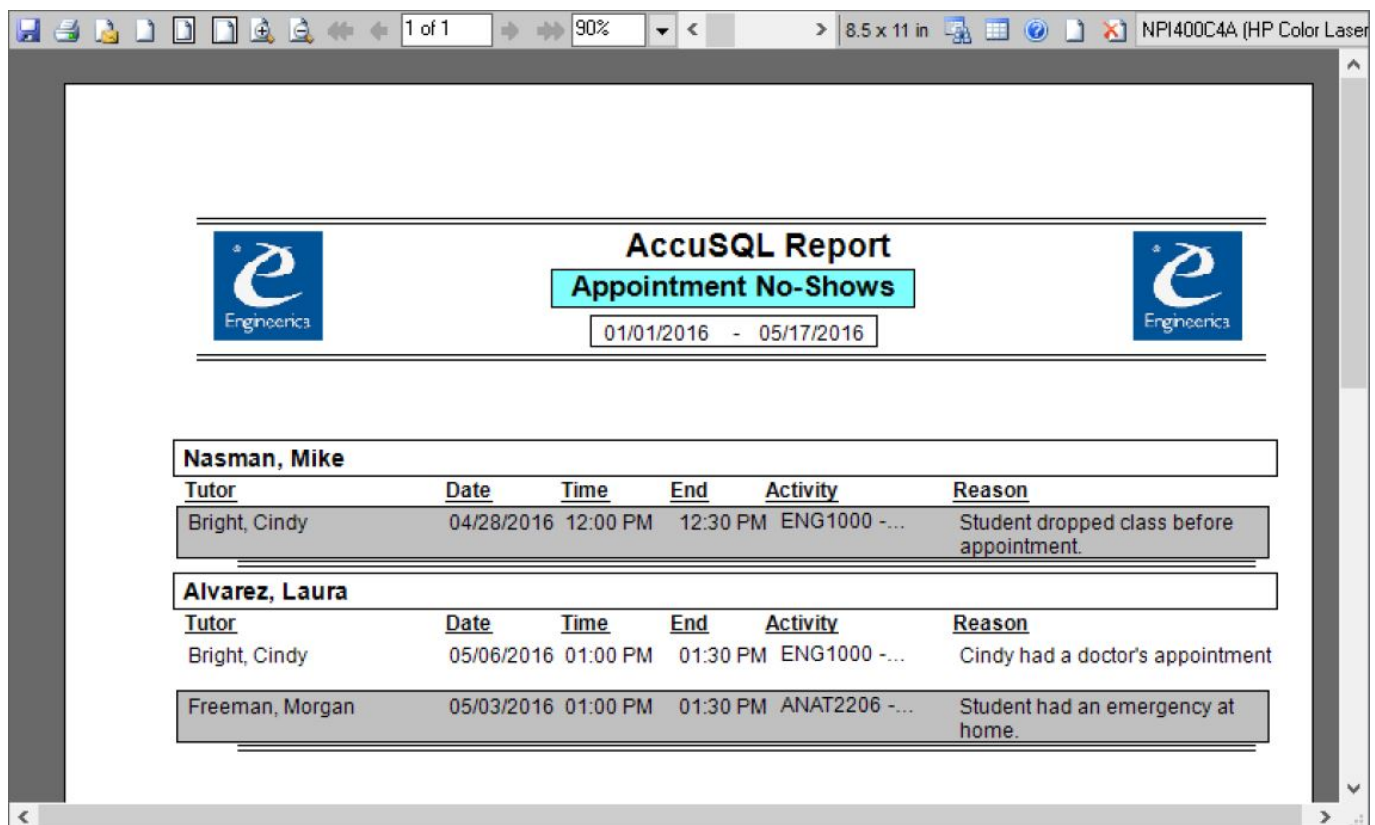
Order: Tutor last name, first name, and date

Summary Report Type Available: No

Description: This is a report of available appointment slots during the reporting period. Each square in the table represents a 15-minute increment of **open** time.

Tip: You can use this report to post tutor work hours for walk-in appointments. Simply print daily and pin on your announcements board.

APPOINTMENT NO-SHOWS



AccuSQL Report					
Appointment No-Shows					
01/01/2016 - 05/17/2016					
Nasman, Mike					
Tutor	Date	Time	End	Activity	Reason
Bright, Cindy	04/28/2016	12:00 PM	12:30 PM	ENG1000 -...	Student dropped class before appointment.
Alvarez, Laura					
Tutor	Date	Time	End	Activity	Reason
Bright, Cindy	05/06/2016	01:00 PM	01:30 PM	ENG1000 -...	Cindy had a doctor's appointment
Freeman, Morgan	05/03/2016	01:00 PM	01:30 PM	ANAT2206 -...	Student had an emergency at home.

Purpose: Shows students that missed their appointments and the reason for the no-show (if entered)

Available Filters: Reporting period, Students, Activities, Tutors, Student Groups, Lab IDs, Tutor Groups



Display Options: None

Grouped by: Student

Order: Student, Tutor, Appt Time, Activity

Description: This is a report of missed appointments during the reporting period. Under the Tutor name, the report lists the student, scheduled appointment date, start time, end time, class, and the reason for the missed appointment.

APPOINTMENTS HISTORY

<div>  <div> AccuSQL Report Appointments History 03/20/2016 12:00 AM - 05/17/2016 09:31 AM </div>  </div>						
Filtered by: Tutors:Cindy Bright						
Bright, Cindy						
Student	Date	Time	End	Activity	Off	
Basoz, Cetin	03/29/2016	T 11:00 AM	12:00 PM	ANAT2206 - Anatomy &...	N	
Aash, Bob	04/07/2016	R 11:00 AM	12:00 PM	MATH Calculus 1	N	
Aasher, Aaron	04/07/2016	R 11:00 AM	12:00 PM	MATH Calculus 1	N	
Aarons, Alice Myrtle	04/07/2016	R 01:00 PM	02:00 PM	English World Lit 1	Y	
Abercrombie, Myranda L	04/07/2016	R 01:00 PM	02:00 PM	English World Lit 1	N	
Aash, Bob	04/08/2016	F 11:00 AM	12:00 PM	MATH Calculus 1	N	
Aasher, Aaron	04/08/2016	F 11:00 AM	12:00 PM	MATH Calculus 1	N	
Arlington, Dan	04/08/2016	F 01:00 PM	01:30 PM	MAT119 - Pre-Calculus	N	
Arlington, Dan	04/12/2016	T 12:00 PM	12:30 PM	MAT111A - College...	N	
Basoz, Cetin	04/14/2016	R 09:00 AM	10:00 AM	Degree Audit	N	
Alvarez, Laura	04/18/2016	M 02:00 PM	02:30 PM	ANAT2206 - Anatomy &...	Y	
Alvarez, Laura	04/20/2016	W 02:00 PM	02:30 PM	ANAT2206 - Anatomy &...	Y	
Alvarez, Laura	04/21/2016	R 10:00 AM	11:00 AM	MATH Calculus 1	Y	
Abdelmuhsen, Hattie Martin	04/21/2016	R 02:00 PM	03:00 PM	ENG2202 - Literature	N	
Kuhn, Brooke L	04/22/2016	F 11:00 AM	11:30 AM	MATH Calculus 1	N	
Alvarez, Laura	04/22/2016	F 02:00 PM	02:30 PM	ANAT2206 - Anatomy &...	N	
Norris, Marie I.	04/22/2016	F 04:00 PM	05:00 PM	ENG2202 - Literature	Y	
Blodgett, Chadd	04/28/2016	R 11:00 AM	11:30 AM	BIOL1100-001 - Biology 1 Y		
Nasman, Mike	04/28/2016	R 12:00 PM	12:30 PM	ENG1000 - English...	N	
Alvarez, Laura	05/06/2016	F 01:00 PM	01:30 PM	ENG1000 - English...	N	

Purpose: Shows past appointments up-to-date specified

Available Filters: Reporting period, Students, Activities, Tutors, Student Groups, Lab IDs, Tutor Groups

Display Options: Time format, show visitor ID

Grouped by: Tutor

Order: Tutor's last name, Appt Time. Student, Activity

Summary Report Type Available: No

Description: This is a report of all appointments that occurred from the start date until present date. Under the Tutor, the report lists the student, appointment date, start time, end time, class, whether the appointment is recursive, and whether the appointment was canceled.

Tip: Canceled appointments will appear with a line drawn through them.

Tip: A red circle to the right of the appointment's record indicates the student did not show up for this appointment.

Tip: A dotted line under the date separates different dates in the appointment list.

APPOINTMENTS HISTORY (DETAILED)

AccuSQL Report
Detailed Appointment History
 04/08/2015 12:00 AM - 04/11/2015 12:00 AM

Filtered by: Students:Laura Alvarez

Appointment Info

Date	From-To	Exclusive	Tutor	Showed Up
04/09/2015	11:00 AM - 11:30 AM	Yes	Bright, Cindy	Yes

Category Course Tutoring
Activity English World Lit 1
Activity ID

Student
 Name: Alvarez, Laura
 Set
 When: 04/09/2015 09:30 AM
 Web: No
 By (type): Staff
 By (Name): Cruise, Tom [Tutor]

Showed Up: Yes - No
 Show is Voided

Tutor Sign-in Info

Sign-in Time	Sign-out Time
04/09/2015 09:34 AM	04/09/2015 05:34 PM

Student Sign-in Info

Name	Sign-in Time	Sign-out Time	Instructor
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Purpose: Shows a detailed view of past appointments up-to-date specified

Available Filters: Reporting period, Students, Activities, Tutors, Student Groups, Lab IDs, Tutor Groups

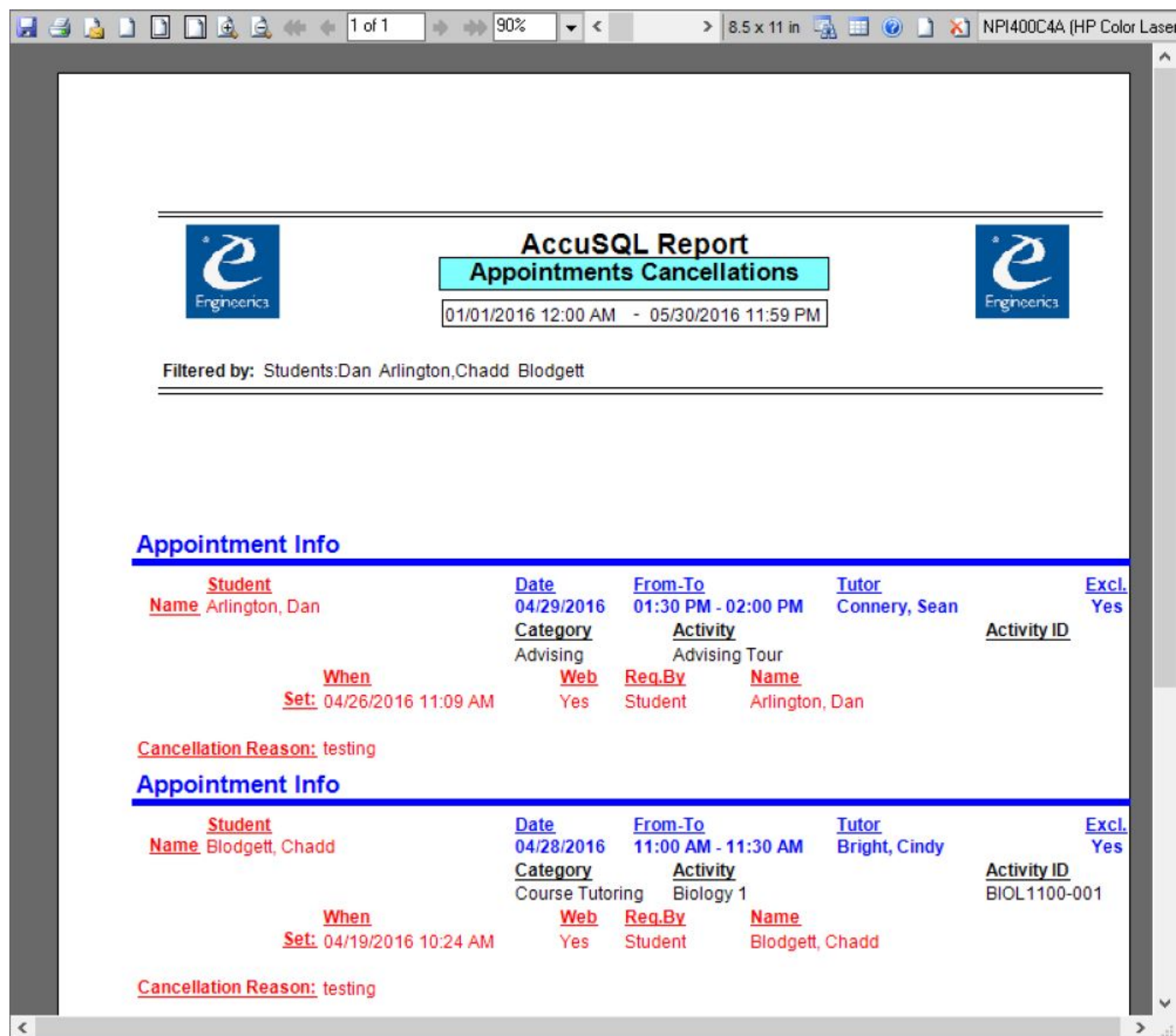
Display Options: Time format, show visitor ID

Grouped by: Tutor

Order: Tutor's last name, first name, and appointment date

Description: This is a report of all appointments that occurred from the start date until present date. Under the Tutor, the report lists the student, appointment date, start time, end time, class, whether the appointment is recursive, and whether the appointment was canceled.

APPOINTMENT CANCELLATIONS



AccuSQL Report
Appointments Cancellations
01/01/2016 12:00 AM - 05/30/2016 11:59 PM

Filtered by: Students: Dan Arlington, Chadd Blodgett

Appointment Info

Student	Date	From-To	Tutor	Excl.
Name Arlington, Dan	04/29/2016	01:30 PM - 02:00 PM	Connery, Sean	Yes
Category Advising	Activity Advising Tour	Activity ID		
When Set: 04/26/2016 11:09 AM	Web Yes	Req.By Student	Name Arlington, Dan	
Cancellation Reason: testing				

Appointment Info

Student	Date	From-To	Tutor	Excl.
Name Blodgett, Chadd	04/28/2016	11:00 AM - 11:30 AM	Bright, Cindy	Yes
Category Course Tutoring	Activity Biology 1	Activity ID BIOL1100-001		
When Set: 04/19/2016 10:24 AM	Web Yes	Req.By Student	Name Blodgett, Chadd	
Cancellation Reason: testing				

Purpose: Shows appointment cancellations for a selected period of time

Available Filters: Reporting period, Students, Activities, Tutors, Student Groups, Lab IDs, Tutor Groups

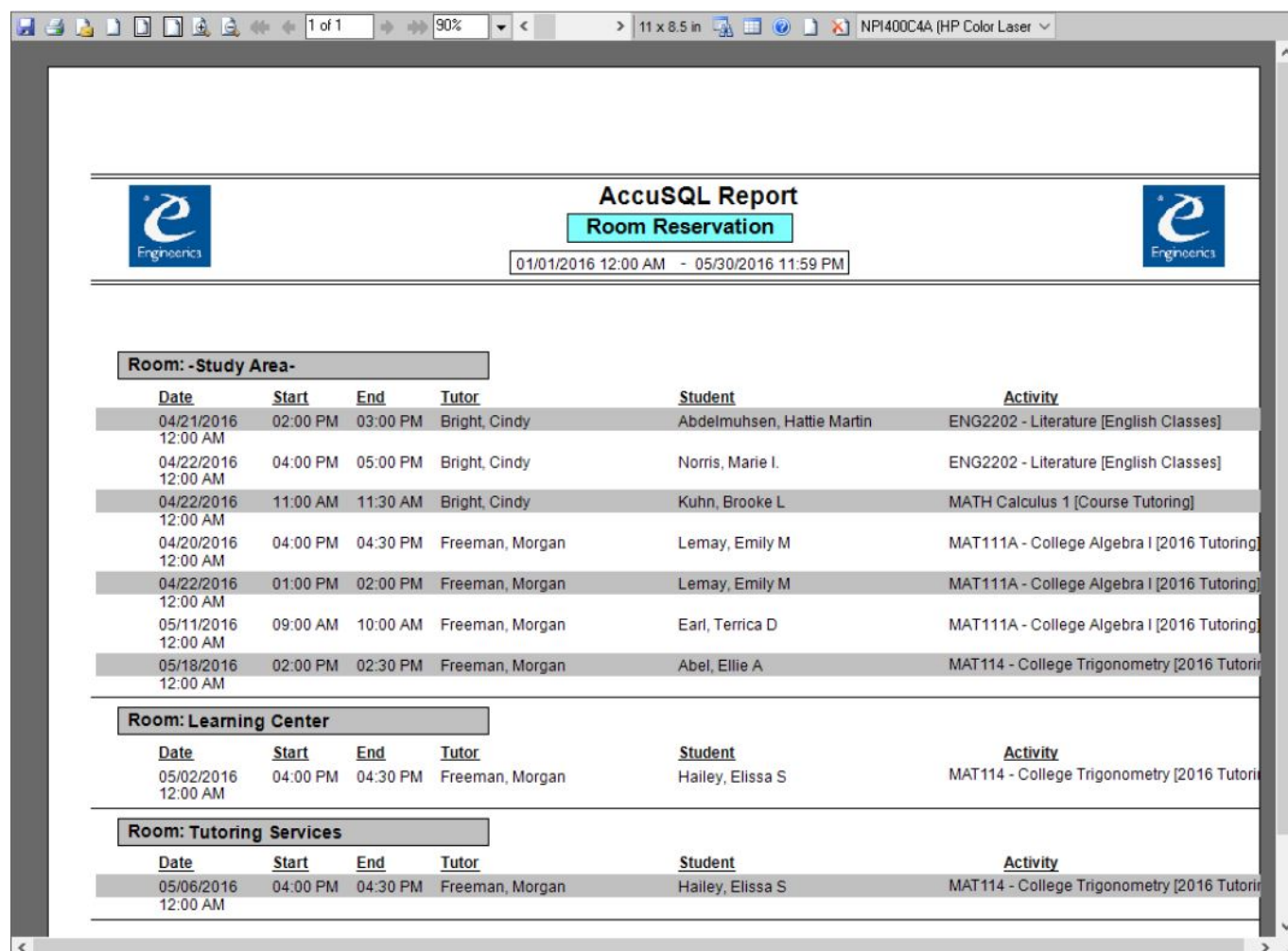
Display Options: None

Grouped by: None

Order: Student, Tutor, Activity ID, Activity, Category, Date, From-to

Summary Report Available: No

Description: This report shows cancelled appointments. It includes information on how, when and by whom the appointment was made and cancelled.

ROOM RESERVATION


AccuSQL Report Room Reservation					
01/01/2016 12:00 AM - 05/30/2016 11:59 PM					
Room: -Study Area-					
Date	Start	End	Tutor	Student	Activity
04/21/2016 12:00 AM	02:00 PM	03:00 PM	Bright, Cindy	Abdelmuhsen, Hattie Martin	ENG2202 - Literature [English Classes]
04/22/2016 12:00 AM	04:00 PM	05:00 PM	Bright, Cindy	Norris, Marie I.	ENG2202 - Literature [English Classes]
04/22/2016 12:00 AM	11:00 AM	11:30 AM	Bright, Cindy	Kuhn, Brooke L.	MATH Calculus 1 [Course Tutoring]
04/20/2016 12:00 AM	04:00 PM	04:30 PM	Freeman, Morgan	Lemay, Emily M.	MAT111A - College Algebra I [2016 Tutoring]
04/22/2016 12:00 AM	01:00 PM	02:00 PM	Freeman, Morgan	Lemay, Emily M.	MAT111A - College Algebra I [2016 Tutoring]
05/11/2016 12:00 AM	09:00 AM	10:00 AM	Freeman, Morgan	Earl, Terrica D.	MAT111A - College Algebra I [2016 Tutoring]
05/18/2016 12:00 AM	02:00 PM	02:30 PM	Freeman, Morgan	Abel, Ellie A.	MAT114 - College Trigonometry [2016 Tutoring]
Room: Learning Center					
Date	Start	End	Tutor	Student	Activity
05/02/2016 12:00 AM	04:00 PM	04:30 PM	Freeman, Morgan	Hailey, Elissa S.	MAT114 - College Trigonometry [2016 Tutoring]
Room: Tutoring Services					
Date	Start	End	Tutor	Student	Activity
05/06/2016 12:00 AM	04:00 PM	04:30 PM	Freeman, Morgan	Hailey, Elissa S.	MAT114 - College Trigonometry [2016 Tutoring]

Purpose: Shows a list of reserved rooms

Available Filters: Reporting period, Tutors, Tutor Groups

Display Options: Time format

Grouped by: None

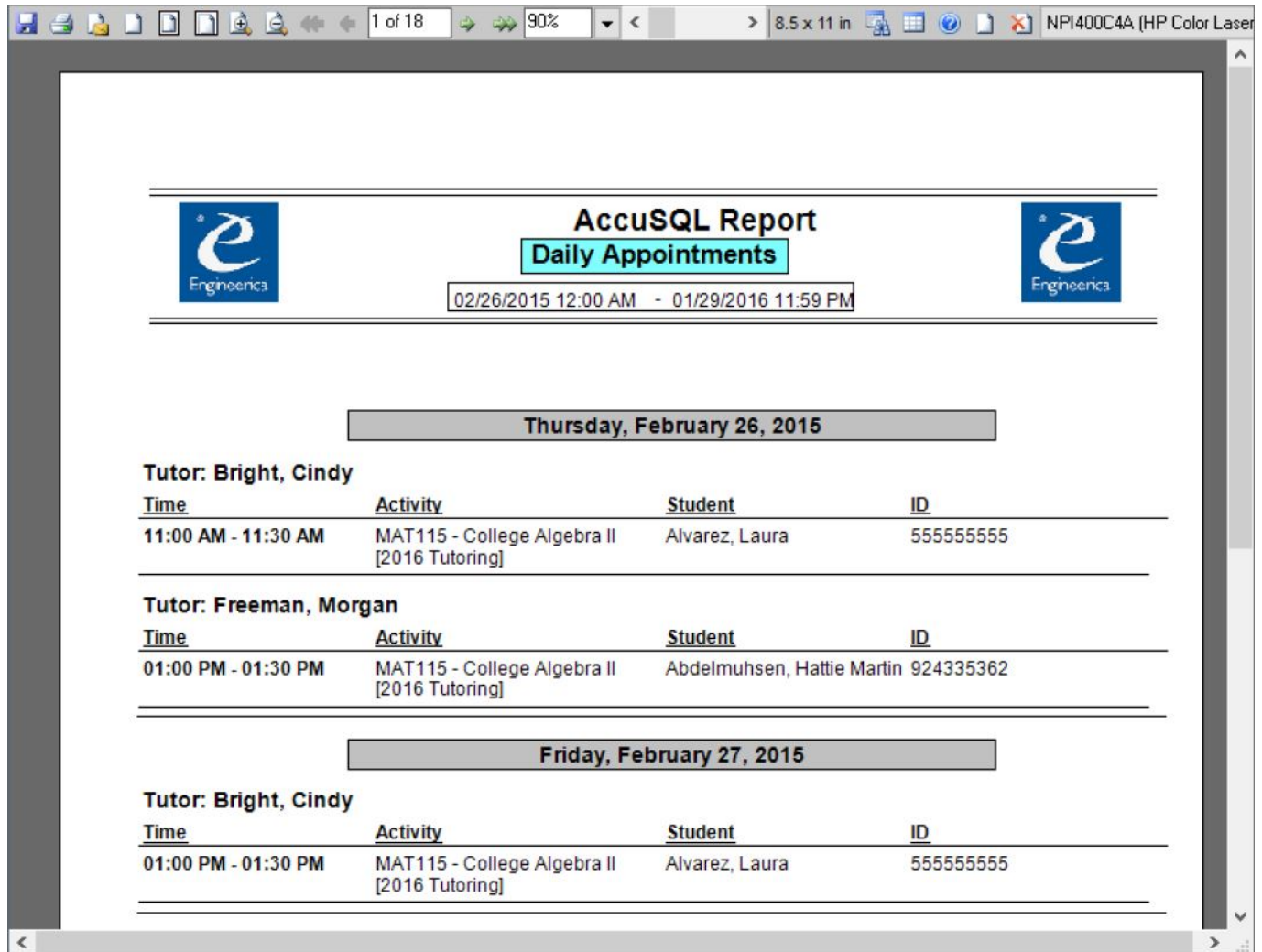
Order: Tutor member last name, first name, and room name

Description: For each room, this report shows when they are reserved, by a Tutor and the activity that will take place from present to selected "To date". Under the room, the report lists the reserved date, start time, end time, tutor, student, and activity.

Note: If there is more than one student, the rest of the students registered for the same room and date/time will appear below the first student but no other info since it's the same as that of the first

line.

DAILY APPOINTMENTS LIST



The screenshot shows a web browser window displaying an 'AccuSQL Report' titled 'Daily Appointments'. The report covers the period from 02/26/2015 12:00 AM to 01/29/2016 11:59 PM. The report is divided into two sections: Thursday, February 26, 2015, and Friday, February 27, 2015. Each section lists appointments for two tutors: Bright, Cindy and Freeman, Morgan. The appointments are for MAT115 - College Algebra II [2016 Tutoring]. The table shows the time, activity, student name, and student ID for each appointment.

AccuSQL Report Daily Appointments			
02/26/2015 12:00 AM - 01/29/2016 11:59 PM			
Thursday, February 26, 2015			
Tutor: Bright, Cindy			
Time	Activity	Student	ID
11:00 AM - 11:30 AM	MAT115 - College Algebra II [2016 Tutoring]	Alvarez, Laura	55555555
Tutor: Freeman, Morgan			
Time	Activity	Student	ID
01:00 PM - 01:30 PM	MAT115 - College Algebra II [2016 Tutoring]	Abdelmuhsen, Hattie Martin	924335362
Friday, February 27, 2015			
Tutor: Bright, Cindy			
Time	Activity	Student	ID
01:00 PM - 01:30 PM	MAT115 - College Algebra II [2016 Tutoring]	Alvarez, Laura	55555555

Available Filters: Reporting period, activity, student, tutor, student groups

Display Options: Time format, show visitors ID

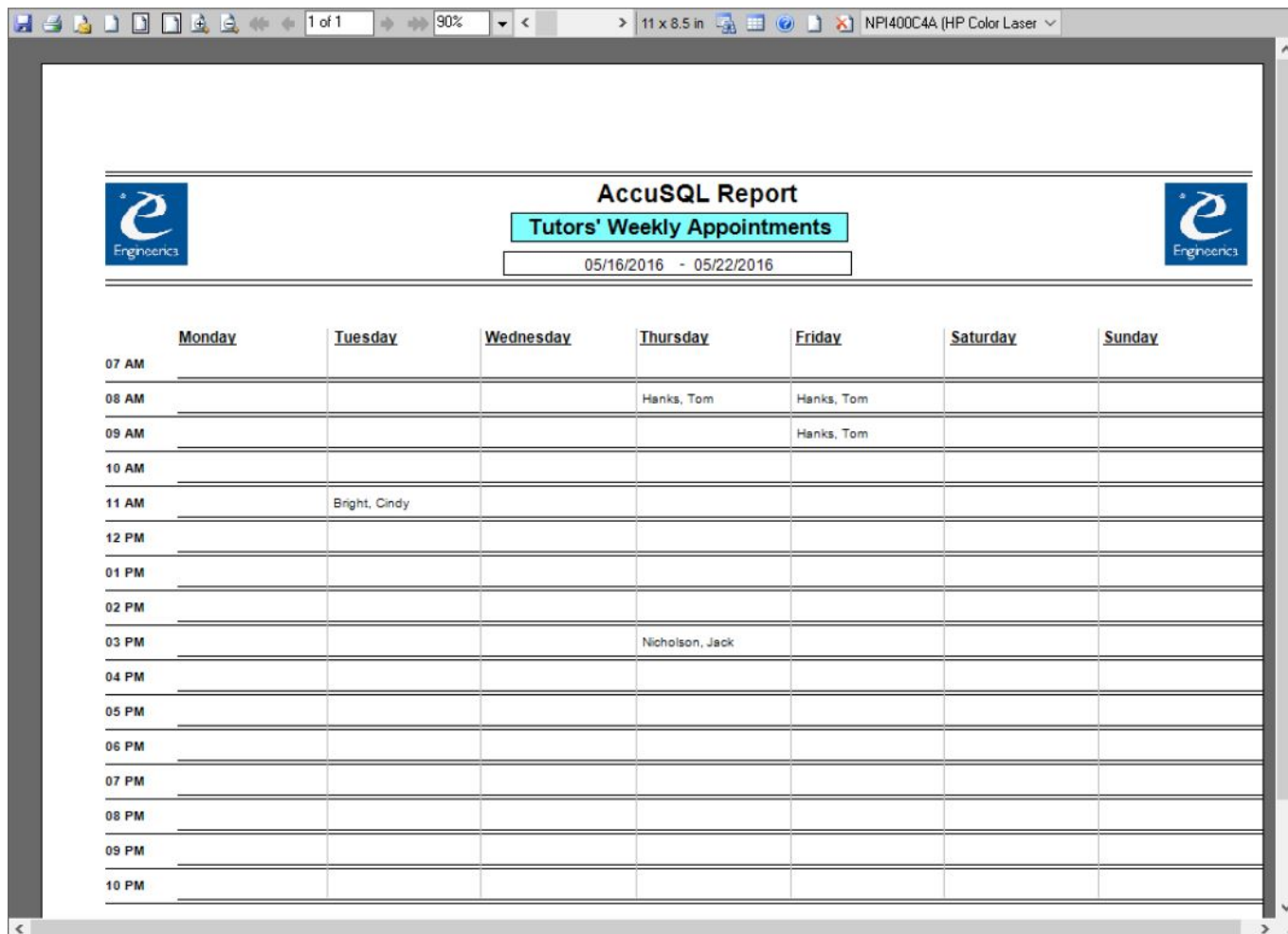
Grouped by: None

Order: Tutor member last name, first name, and room name

Summary Report Type Available: No

Description: For each room, this report shows when they are reserved, by a Tutor and the activity that will take place from present to selected "To date". Under the room, the report lists the reserved date, start time, end time, tutor, student, and activity.

TUTOR'S WEEKLY APPOINTMENTS



	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
07 AM							
08 AM				Hanks, Tom	Hanks, Tom		
09 AM					Hanks, Tom		
10 AM							
11 AM		Bright, Cindy					
12 PM							
01 PM							
02 PM							
03 PM				Nicholson, Jack			
04 PM							
05 PM							
06 PM							
07 PM							
08 PM							
09 PM							
10 PM							

Purpose: Shows appointments on a weekly basis by displaying the tutor's name on the spaces indicating the session's duration

Available Filters: Time period, Tutors, Tutor Groups

Display Options: None

Order: None

Summary Report Type Available: No

Description: This report shows scheduled appointments for the week. It can be filtered to include only certain tutors or tutor groups.

CENTER'S WEEKLY APPOINTMENTS

	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
07 AM							
08 AM				Hanks, Tom 08:30 AM-09:00 AM 2016 Tutoring MAT4455 - Calculus 3 Darden, Carriann B	Hanks, Tom 08:30 AM-09:30 AM Course Tutoring POL12655 - Economics Lemay, Emily M		
09 AM					Hanks, Tom 08:30 AM-09:30 AM Course Tutoring POL12655 - Economics Lemay, Emily M		
10 AM							

Purpose: Shows scheduled appointments for a one week period

Available Filters: Activities, Tutors, Lab IDs, Tutor Groups

Display Options: None

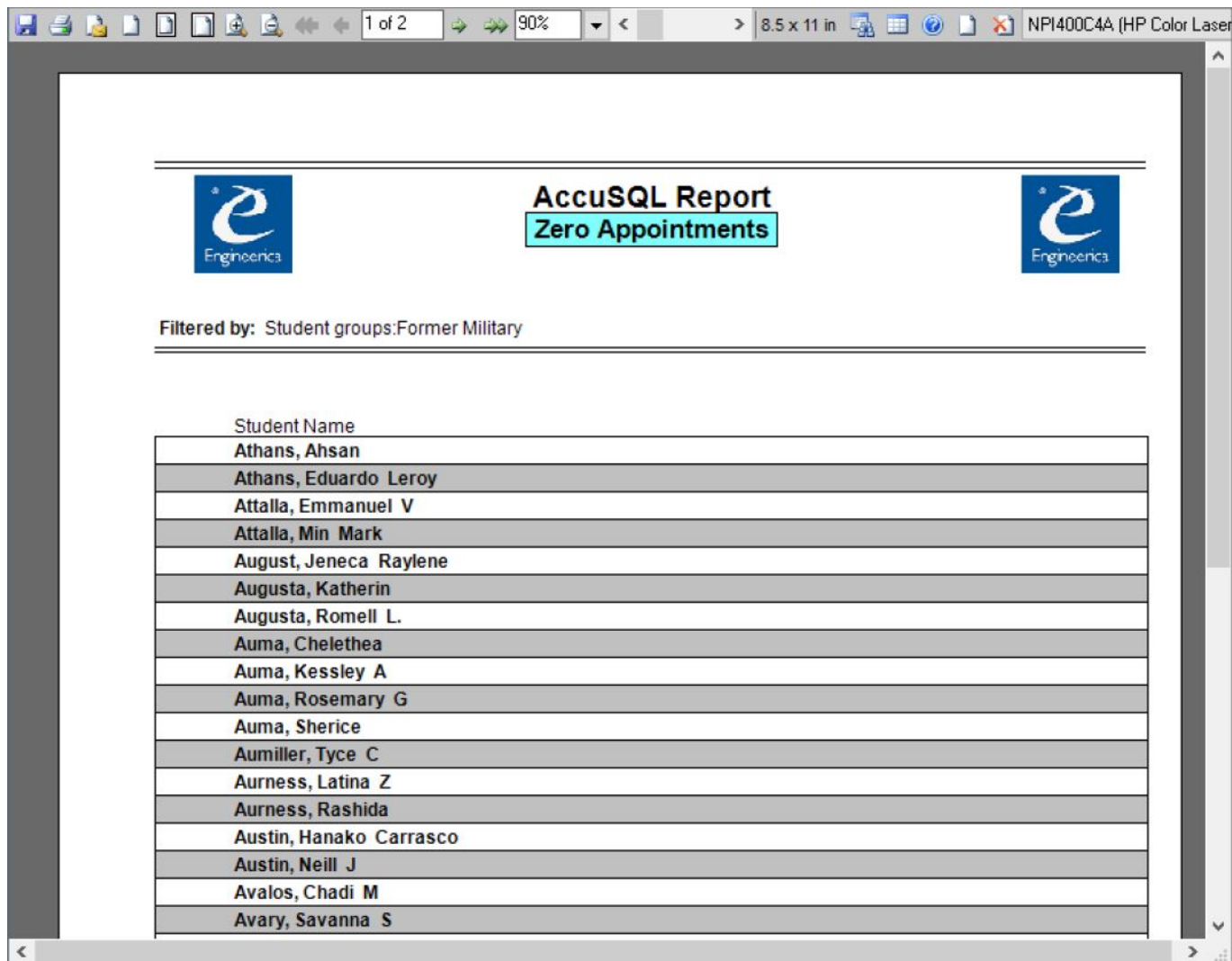
Grouped by: None

Order: None

Summary Report Type Available: No

Description: This report shows a center's weekly scheduled appointments, displaying the tutor name, appointment time slot, category, activity and student name.

ZERO APPOINTMENTS



Student Name
Athans, Ahsan
Athans, Eduardo Leroy
Attalla, Emmanuel V
Attalla, Min Mark
August, Jeneca Raylene
Augusta, Katherin
Augusta, Romell L.
Auma, Chelethea
Auma, Kessley A
Auma, Rosemary G
Auma, Sherice
Aumiller, Tyce C
Aurness, Latina Z
Aurness, Rashida
Austin, Hanako Carrasco
Austin, Neill J
Avalos, Chadi M
Avary, Savanna S

Purpose: Shows students without appointments scheduled for the period specified

Available Filters: Students, Student Groups

Display Options: show visitor ID, Show Student Phone Number

Grouped by: student last name

Order: None

Summary Report Type Available: No

Description: This report shows students who have not scheduled an appointment for the period specified.

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