


PolicyStat Site Administrator 301: Reports

TOPIC	QUICK OVERVIEW	KNOWLEDGE BASE ARTICLE
Generating CSV Reports	<ul style="list-style-type: none"> Generate a CSV report anywhere the icon appears in PolicyStat 	https://support.policystat.com/hc/en-us/articles/207602153
Active Policies Report	<ul style="list-style-type: none"> Report on all active policies Categorizes all active policies by Approval Workflow 	https://support.policystat.com/hc/en-us/articles/205658545
Retired Policies Report	<ul style="list-style-type: none"> Report on all retired policies Retired policies can be reinstated by Site Admins 	
Policy Due for Review Report	<ul style="list-style-type: none"> Report addressing all policies coming due for review Include or exclude policies currently proceeding through the Workflow 	
Revised Policies Report	<ul style="list-style-type: none"> Report of all policies with revisions to the content or properties, and have completed a Workflow or an Administrative Override 	https://support.policystat.com/hc/en-us/articles/207341730
Reviewed and Retired Policies	<ul style="list-style-type: none"> A comprehensive report of all policies that have completed the approval process or were retired Includes all reviewed/retired policies whether or not modifications were made to content 	https://support.policystat.com/hc/en-us/articles/205658545
Policy Turnaround Time	<ul style="list-style-type: none"> Per Policy Per Policy Area 	
Download PDF Backup	<ul style="list-style-type: none"> Offline copies of all policies contained within PolicyStat 	https://support.policystat.com/hc/en-us/articles/204517139
	<ul style="list-style-type: none"> Common errors / troubleshooting 	https://support.policystat.com/hc/en-us/articles/205555473

**Terminology may vary based on local preferences.*

For additional help, visit support.policystat.com or contact support@policystat.com. To participate in upcoming webinars, visit learn.policystat.com/lceducation/