

EMPLOYEE ENGAGEMENT EXPORT FEATURES

This resource explains the Present Now and Download features of the Summary page. Present Now allows you to create a presentation-ready format of the Summary page in HTML format and Download the same file as a pdf.

If system filters are applied, the cover page of the file will indicate data is filtered and a list of the filters can be found on the last page.

😑 🤣 PRESS GANEY Central Health Employee Surve	y 2021		Patrick Corrigan 💄 🗋
(Top Level) PG Central Health System			Direct Reports 🌕 Filters 生
Summary Nursing Summary Strengths Concerns Item Details Org De	tails Improvement Plans Advanced Reporting	Comments Comment Analytics Response Rates	
			8,751 Respondents
Summary			Nat'l Healthcare Avg (Employee) 2021 🗸
			Download Present Now
Engagement Indicator ± ①	Team Index	🛨 🕕 Leader Inde	× ± 0
	TI-1	318 Groups 4,373 Respondents 0 Plans	High 197 groups
4.14	TI-2	123 Groups 2,140 Respondents 35% 0 Plans	Moderately High 210 groups Moderate 112 groups
+0.05 vs. Nat'l Healthcare Avg (Employee) 2021	22% 22% TI-3	122 Groups 2,010 Respondents 0 Plans	Moderately Low 38 groups 795 Low 6 groups 196

From the Summary page, you can select Download or Present Now.



Download

When you select Download you will have two options



EMAIL PDF

This option allows you to email yourself a PDF copy of the Summary page presentation-ready format.



DOWNLOAD HTML

HTML is a digital format designed to display as a webpage. This format makes information easy to present and view. The presentation-ready slide set of the information on the Summary page is produced according to the filters you have applied.

Retrieve and Save the HTML File

To retrieve the file you two options:

1. If you have a pop-up notification at the bottom of your screen, select the file and it will open.



2. Access a copy from the Downloads folder of your computer.

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	Name V Today (1)	Date modi	Туре
E Pictures	Snapshot - PG Central Health System - Mon Jun 7 10_41_06 CDT 2021	6/7/2021 1	Chrome HTML Document
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To Save to HTML file to a location of your choice, right click on the slides to Save As.

Central Health Employee Survey 2021 ^{PG Central Health System}		Back Forward Reload Save as	Alt-Left Arrow Alt-Right Arrow Ctrl+R Ctrl+S
espondents	8,751	Print Cast Translate to English	Ctrl+P
Response Rate	72%	Get image descriptions from View page source Inspect	n Google Ctrl+U Ctrl+Shift+I
ork Groups	844		
eport Date	Jun 7, 2021		
	Integrated solutions that ena	ble health care enterpr	ise transformation



Present Now

Opens the HTML file immediately so you can begin viewing the presentation-ready Summary page information. To return to the Summary page, select the red X in the upper right corner.

