

Lifecycle Dual Onboarding Reporting — Response Rates

Dual Reporting refers to the co-reporting of data from the New Hire and Acclimation surveys.

The Response Rates page provides an organizational illustration of survey participation rates. The rollup column displays parent and child-level groups.

Page Overview

The information displayed includes:

- The total number of responses is listed in the upper right corner.
- The name of each unit in the hierarchy is listed along the left side.
- New Hire Invited: Number of people invited to take the New Hire survey from the unit.
- New Hire Respondents: Number of people from the unit who completed a New Hire survey.
- New Hire Response Rate: Percentage of people from the unit who responded to the New Hire survey.
- Acclimation Invited: Number of people invited to take the Acclimation survey from the unit.
- Acclimation Respondents: Number of people from the unit who completed an Acclimation survey.
- Acclimation Response Rate: Percentage of people from the unit who responded to the Acclimation survey.

Report Group	New Hire Invited	New Hire Respondents	New Hire Response Rate	Acclimation Invited	Acclimation Respondents	Acclimation Response Rate	Rollup
* Central Health Work Units by Entity	295	121	41%	295	136	46%	*
* Manchester Endoscopy Center	2	1	50%	2	1	50%	*
110280 - CH Endo Cntr Admin - Ned Stewart	0	0	-	0	0	-	
110280 - CH Endo Cntr Admin - Aida Murray	0	0	-	0	0	-	
110281 - CH Endoscopy Center - Ned Stewart	0	0	-	0	0	-	

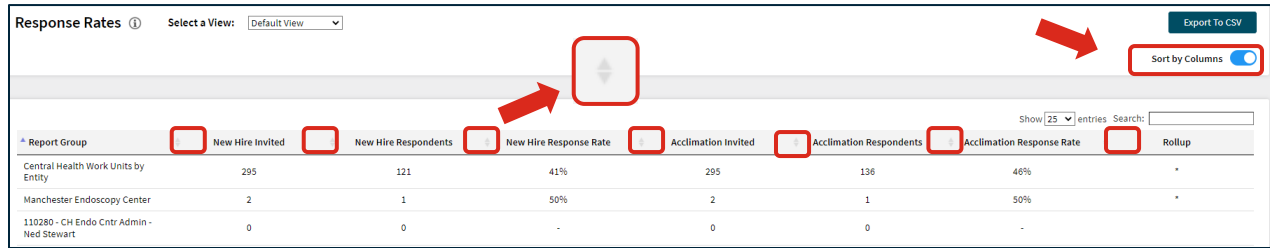
The Rollup Column

Finally, the * in the Rollup column indicates when a unit includes all individuals rolling up to that leader (the leaders direct and indirect reports).



Sort by Columns

By selecting Sort by Columns, you can sort by any of the column headers by clicking on an individual column header.



Report Group	New Hire Invited	New Hire Respondents	New Hire Response Rate	Acclimation Invited	Acclimation Respondents	Acclimation Response Rate	Rollup
Central Health Work Units by Entity	295	121	41%	295	136	46%	-
Manchester Endoscopy Center	2	1	50%	2	1	50%	-
110280 - CH Endo Cntr Admin - Ned Stewart	0	0	-	0	0	-	-

Page Settings and Features

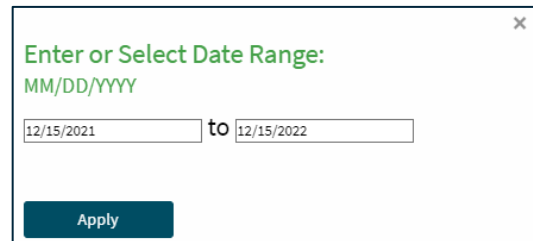
Date Range

To edit the date range, click on the Date Range button.



Dates are based on the employee's position effective date.

On the left side of the bar along the top of the page the Effective Date Range applied to the page is displayed. Select Effective Date Range to change the date parameters.



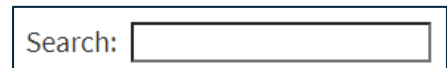
Respondents

The number of respondents for the New Hire and Acclimation surveys are displayed on the top right.

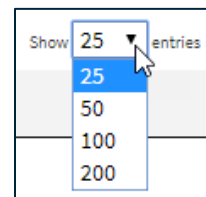


Searching

The Search feature can be used to search the page for keywords. Simply type any words you'd like to find into the search field.



Number of Search Entries to Show: In your search, you can choose to show 25, 50, 100, or 200 units on a page at a time.



Exporting to CSV

The entire page can be exported to CSV by clicking the Export to CSV button.

