

Secondary Inspector

The secondary inspector field allows you to give credit to those team members who participated in the observation/walk through process but are not the primary observer. This field allows you to make more than one selection.

- **Web Application** – The secondary inspector field allows the user to select team members from your FULL contact listing.

- **Mobile application** – The secondary inspector field ONLY picks up the team members associated with the project/location. Administrators/managers must keep this listing up to date to see the most current team member list.

Reporting - Find Inspection

Secondary inspector information can be reviewed via the **Find Inspection** Grid report.

Click on Inspections Tab – Find Inspection.

Reporting - Find Inspection Continued

The secondary inspector fields are not a part of the default grid. You can use the grid options to bring the columns in.

There are two columns associated with the secondary inspector information – Secondary Inspector Count & Secondary Inspectors List.

- Right click on any of the black column headers. Click on **Columns** from the menu.
- The column picker window will appear. Select each field and use the arrow button to move them over to the Visible Field section.

Once the two fields are visible on your grid you will see the results as illustrated below.

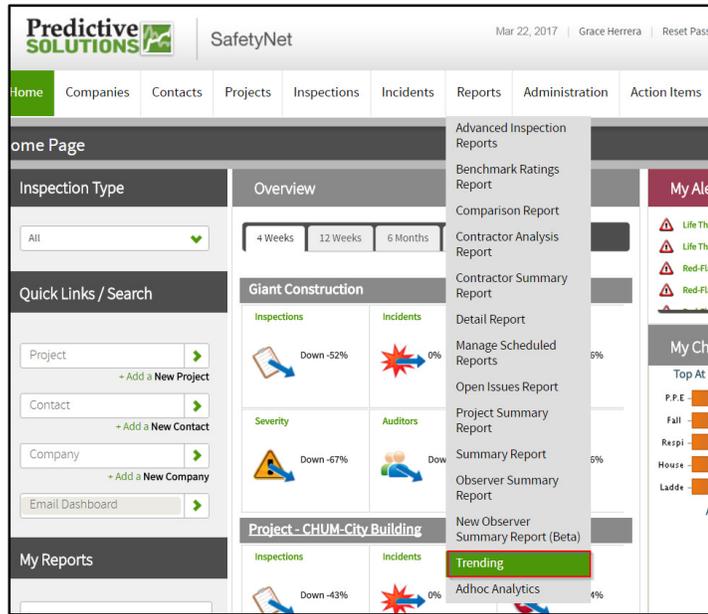
NOTE: This grid is not the default; therefore, you must use your File Cabinet Icon to SAVE the fields in your "view" of grid.

Inspection ...	System Date	Inspection Type	Project	Auditor	Secondary Inspecto...	Secondary Inspecto...	Obs Count	At-Risk Con...	All Correcte...	[Edit Inspect...]	[Inspect...]
03/17/2017 10...	03/20/2017 06...	Safety	TEST - Posill...	Fred Ringler	0	Curtis Dietrich Bryan Secour Danielle Gais	0	0	Yes	[Edit Inspect...]	[Inspect...]
03/15/2017 12...	03/15/2017 12...	Safety	GDP Test Pro...	Tara Bachy	3	Bill Dormosetter Kiran Jaglinki	3	0	Yes	[Edit Inspect...]	[Inspect...]
03/14/2017 13...	03/14/2017 13...	Safety	Azieli Cente...	Giant Constr...	2	test Test Kiran Jaglinki	3	0	Yes	[Edit Inspect...]	[Inspect...]
03/14/2017 13...	03/14/2017 13...	Safety	Kent Test Pro...	Giant Constr...	2		3	0	Yes	[Edit Inspect...]	[Inspect...]
03/14/2017 12...	03/14/2017 12...	Safety	nate's test 4	Mohideen Bl...	0		1	0	Yes	[Edit Inspect...]	[Inspect...]
03/14/2017 09...	03/14/2017 09...	Safety	nate's test 4	Mohideen Bl...	0		2	0	Yes	[Edit Inspect...]	[Inspect...]
03/14/2017 09...	03/14/2017 09...	Safety	nate's test 4	Mohideen Bl...	0		2	0	Yes	[Edit Inspect...]	[Inspect...]
03/13/2017 08...	03/13/2017 08...	Safety	Atomium	Apple Tester	2	Kathy Barnes Teo Bear	10	0	Yes	[Edit Inspect...]	[Inspect...]
03/10/2017 09...	03/10/2017 09...	Marine Issues	Francis Project	Fred Ringler	0		32	2	Yes	[Edit Inspect...]	[Inspect...]
03/08/2017 11...	03/08/2017 11...	Safety	Darren's Dirt...	Darren Danko	0		4	1	Yes	[Edit Inspect...]	[Inspect...]
03/08/2017 08...	03/07/2017 20...	Safety	06012009-2	Construction...	0		2	1	Yes	[Edit Inspect...]	[Inspect...]

Reporting - Trending Report

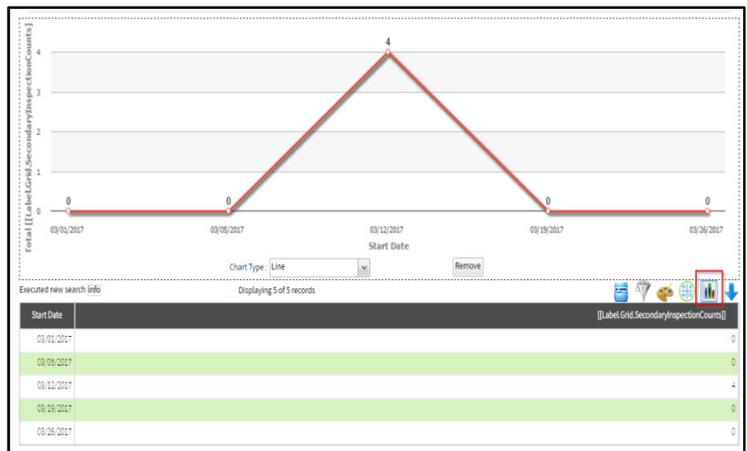
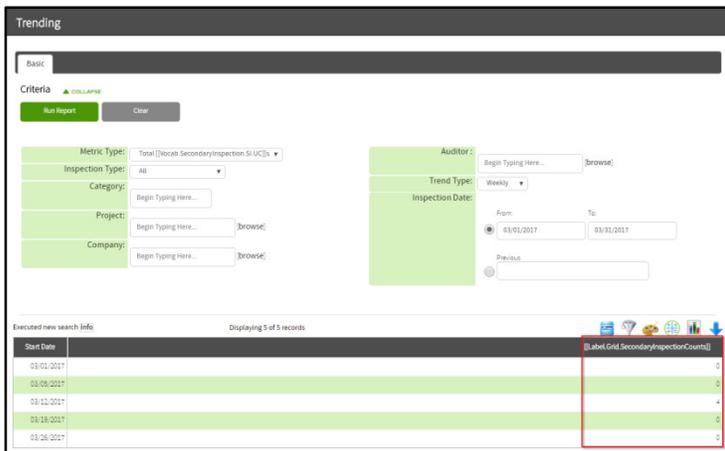
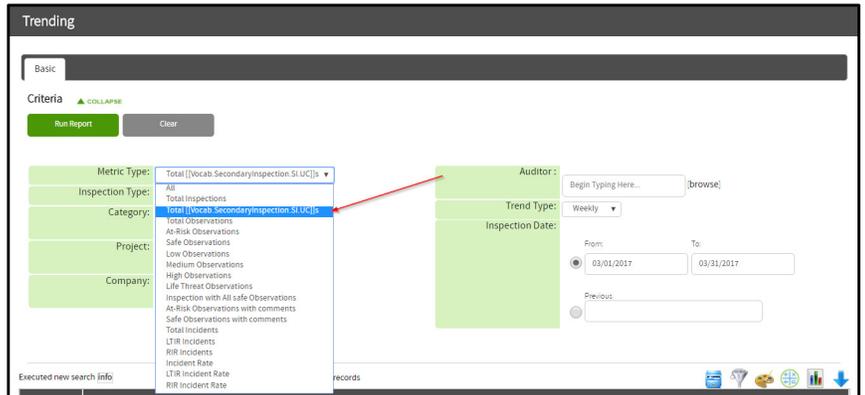
The Trending Report provides an overview of the Secondary Inspector results over time.

The Trending Report can be found in the Reports tab – Trending.



1. Select Total Secondary Inspections
2. Select date range and trend type
3. Click on green **RUN** Report button

The results will appear on the grid. You have the option to chart your results via the Charting Grid tool.



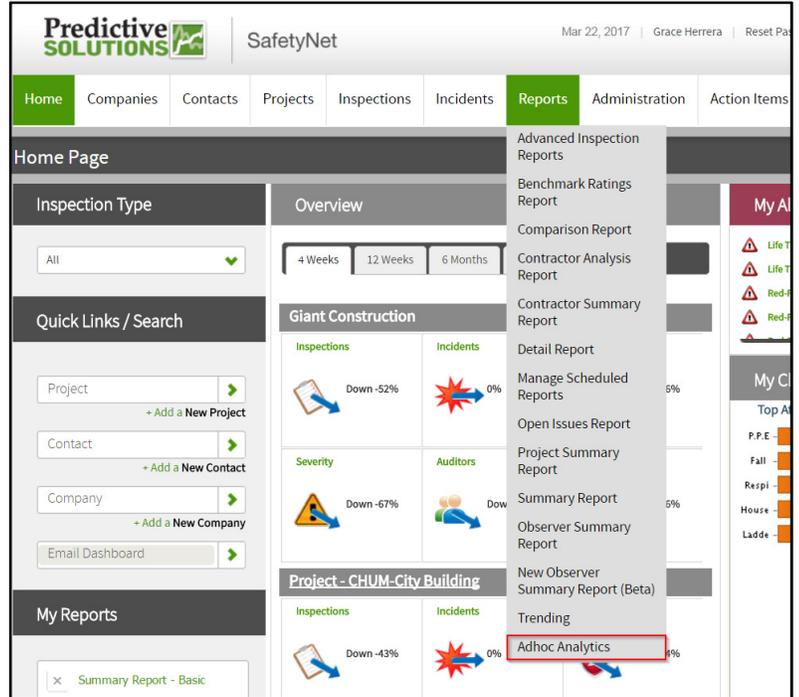
Reporting - Adhoc Report

The Adhoc report allows you to see a side by side view of your inspection observation data and incident data. It can be found in the Reports Tab – Adhoc Analytics

The secondary inspection results are part of the default grid results.

NOTE: You will only see secondary inspector result when you select the following report criteria:

- **Entity:** Inspector
- **Metric Type:** Must include inspection counts



The Adhoc grid outlines the results by Observer. Observers who are the primary inspector will see results in the **Inspection Count** column and the Secondary Inspectors results will be listing in a separate column labeled **Secondary Inspection** column.

Adhoc Analytics

Basic

Criteria ▲ COLLAPSE

Run Report Clear

Entity: Project Inspector Company

Metric Type: Inspection Counts Incident Counts Incident Rates

Region:

Project:

Auditor:

Company:

From: To:

First Name	Last Name	Is Designate	Inspection Counts	[[Label.Grid.SecondaryInspectionCounts]]	Observatio...	Safe Obser...	At-Risk Obs...	Low Severit...	Medium Se...	Hi
Bryan	Szczur	false	0	1	0	0	0	0	0	0
Danielle	Gale	false	0	1	0	0	0	0	0	0
Apple	Tester	false	6	0	8	5	3	0	0	0
Tara	Bachy	false	1	0	3	3	0	0	0	0
Fred	Ringler	false	4	0	41	37	4	0	0	0
Curtis	Dietrich	false	0	1	0	0	0	0	0	0
Giant Constru...	Admin	false	1	0	2	1	1	0	0	0

Additional reports, such as the Observer Summary Report, will include Secondary Inspector information in future releases.