

This guide covers the **Comparison Report** within SafetyNet. The **Comparison Report** is designed to show leading and lagging metrics for your observers, contractors and projects as compared to each other. Any combination of leading and lagging indicator metrics can be selected to generate a report.

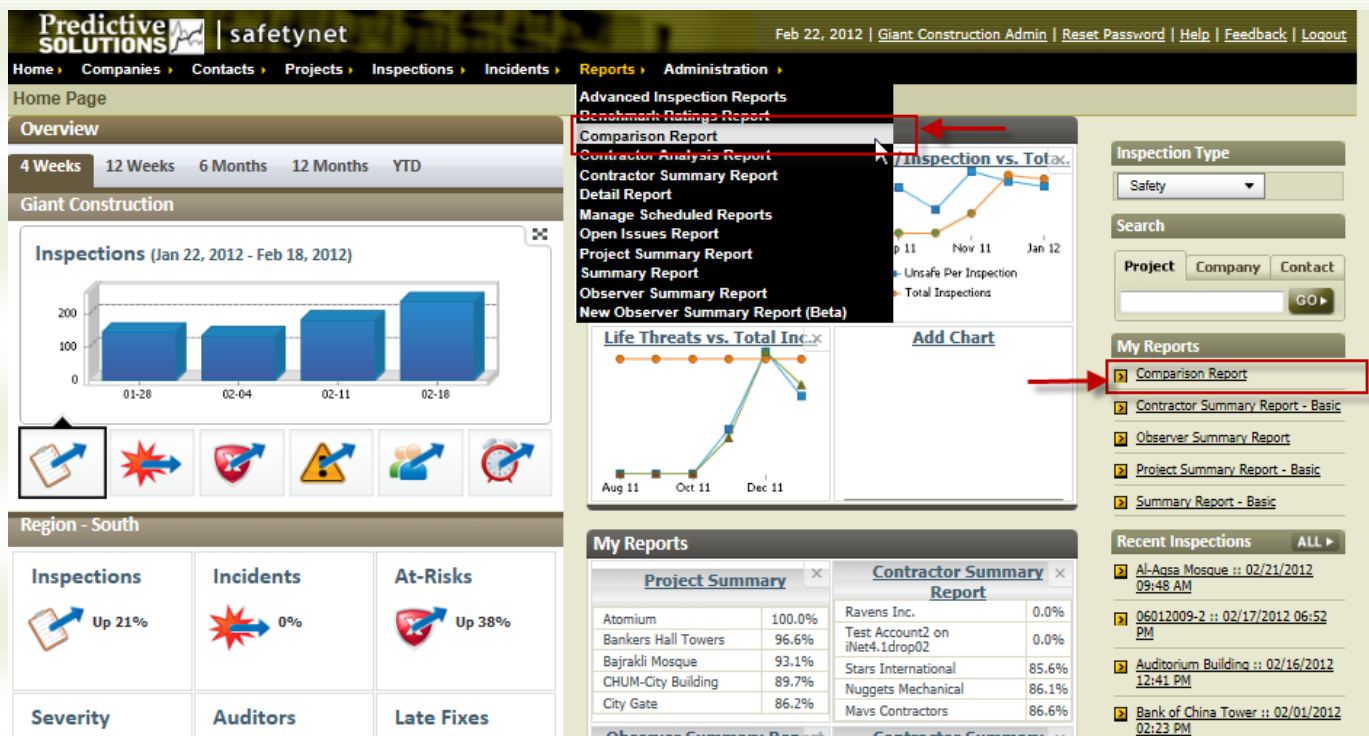
The report can be used to trend and compare key leading and lagging indicators, as well as identify any exceptions in observer, contractor or project performance.

## Covered Topics:

- Creating a Comparison Report
- Viewing a Comparison Report
- Interpreting a Comparison Report

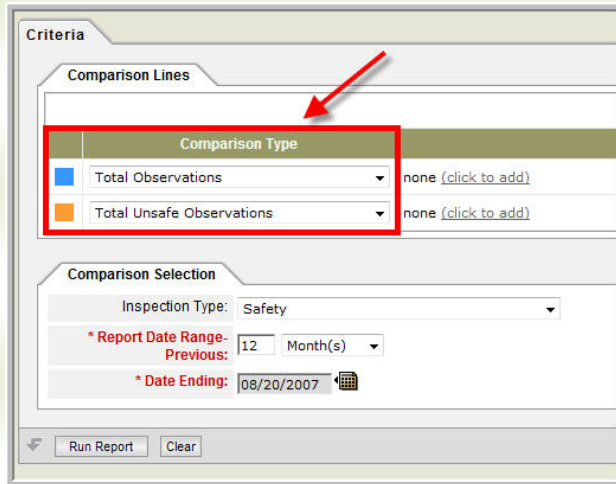
## Creating a Comparison Report

1. To run a comparison report, go to the “Reports” tab on the Home Page and select “**Comparison Report.**”



The screenshot shows the SafetyNet web application interface. The top navigation bar includes the Predictive SOLUTIONS logo, the text 'safetynet', and the date 'Feb 22, 2012'. The main navigation menu includes 'Home', 'Companies', 'Contacts', 'Projects', 'Inspections', 'Incidents', 'Reports', and 'Administration'. The 'Reports' menu is open, showing a list of report types: 'Advanced Inspection Reports', 'Benchmark Ratings Report', 'Comparison Report', 'Contractor Analysis Report', 'Contractor Summary Report', 'Detail Report', 'Manage Scheduled Reports', 'Open Issues Report', 'Project Summary Report', 'Summary Report', 'Observer Summary Report', and 'New Observer Summary Report (Beta)'. The 'Comparison Report' option is highlighted with a red box and a red arrow. Below the menu, there are several charts and tables. The 'Inspection vs. Total' chart shows a line graph with data points for Sep 11, Nov 11, and Jan 12. The 'Life Threats vs. Total Inc.' chart shows a line graph with data points for Aug 11, Oct 11, and Dec 11. The 'My Reports' section contains two tables: 'Project Summary' and 'Contractor Summary Report'. The 'Project Summary' table lists projects and their completion percentages: Atomium (100.0%), Bankers Hall Towers (96.6%), Bajrakli Mosque (93.1%), CHUM-City Building (89.7%), and City Gate (86.2%). The 'Contractor Summary Report' table lists contractors and their completion percentages: Ravens Inc. (0.0%), Test Account2 on iNet4.1drop02 (0.0%), Stars International (85.6%), Nuggets Mechanical (86.1%), and Mavs Contractors (86.6%). The 'Recent Inspections' section lists several inspection events with dates and times.

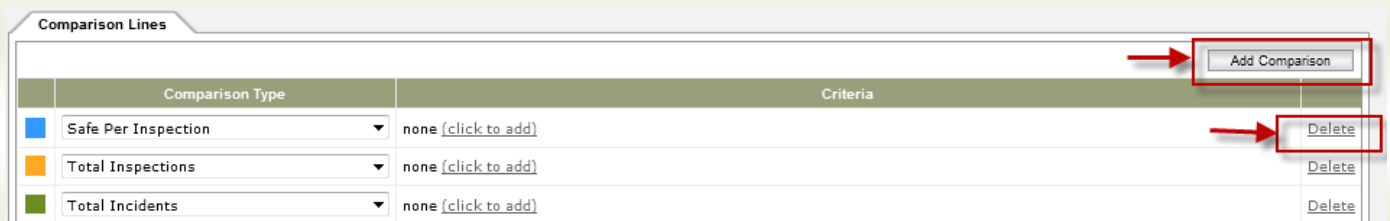
2. Select only the desired metrics (or “**Comparison Types**”) that you want to view. Clicking on the drop-down arrow displays all the Comparison Types available to you:






- Observation Metrics**
  - Safe Per Inspection
  - Unsafe Per Inspection
  - Housekeeping Unsafe Per Inspection
  - Total Inspections
  - Total Observations
  - Total Safe Observations
  - Total Unsafe Observations
  - Unsafe Percent
- Severity Metrics**
  - Severity Count - Low
  - Severity Count - Medium
  - Severity Count - High
  - Severity Count - Life Threat
- Indexes**
  - Project Index
  - Contractor Index
  - Observer Index
- Incident Metrics**
  - Total Incidents
  - Recordable Incident Rate
  - Lost Time Incident Rate
  - All First Aid Incident Rate
  - Near Miss Incident Rate

### 3. Viewing, Adding and Removing Metrics

- a. **To View Metrics:**
  - i. There are 20 leading and lagging indicator metrics that can be selected for viewing on the Comparison Report. You can view as few or as many metrics as you want on each graph, but we recommend that you view no more than three metrics at once to minimize confusion.
  - ii. The default view shows Total Observations and Total Unsafe Observations for the entire company.
- b. **To Add a Metric:**
  - i. To add a metric, click the “Add Comparison” button located in the top right corner of the “Comparison Lines” search criteria box.
  - ii. To change comparison type, click on the comparison type drop-down menu and select you’re metric.
- c. **To Remove a Metric:**
  - i. To remove a metric, click on the “Remove” link located to the far right of each Comparison Type line.



	Comparison Type	Criteria	
	Safe Per Inspection	none <a href="#">(click to add)</a>	<a href="#">Delete</a>
	Total Inspections	none <a href="#">(click to add)</a>	<a href="#">Delete</a>
	Total Incidents	none <a href="#">(click to add)</a>	<a href="#">Delete</a>

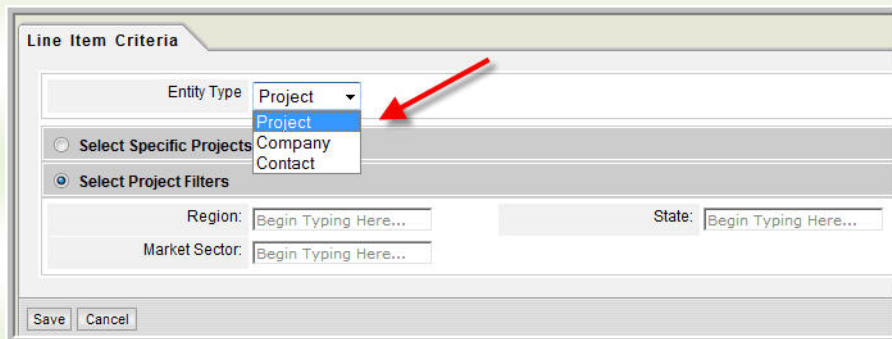
#### 4. Selecting Criteria for Your Comparison Metrics

The criteria for all Comparison Types defaults to information for the entire company. However, you can modify each Comparison Type on the graph to reflect a specific project, company/contractor, or contact by doing the following:

- a. Click on the “click to add” link to the right of the Comparison Type drop-down.
- b. From the pop-up screen that appears, select “Project,” “Company,” or “Contact.”
- c. Click on the “Select Specific Projects” radio button, to browse for the exact entity you desire
- d. Click on the “Select Project Filters” radio button to choose a filter such as “Region” or “State” for a project
- e. These same selection criteria apply for “Company” and “Contact”; i.e. you may search by “Specific” Company or Contact, or use relevant “Filters” for both entity types.

For example, you can view the metrics for the Star Towers project by all Electrical contractors in New York, or by all inspectors in the Midwest.

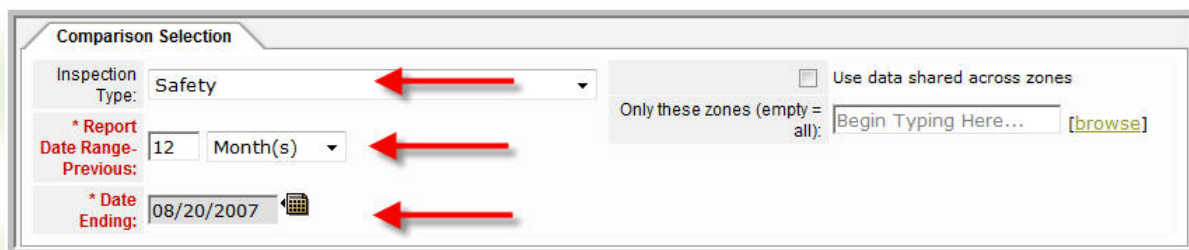
#### Select a Report by Project:



#### 5. Comparison Selection and Date Range

- a. In the “Comparison Selection” tab, you can select:
  - i. Your inspection type (Safety, Quality, and Behavior)
  - ii. A date range
  - iii. A specific ending date

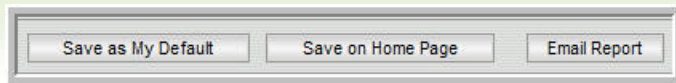
You can also include data shared between zones (applies to cases where multiple clients collect data on the same project(s)).



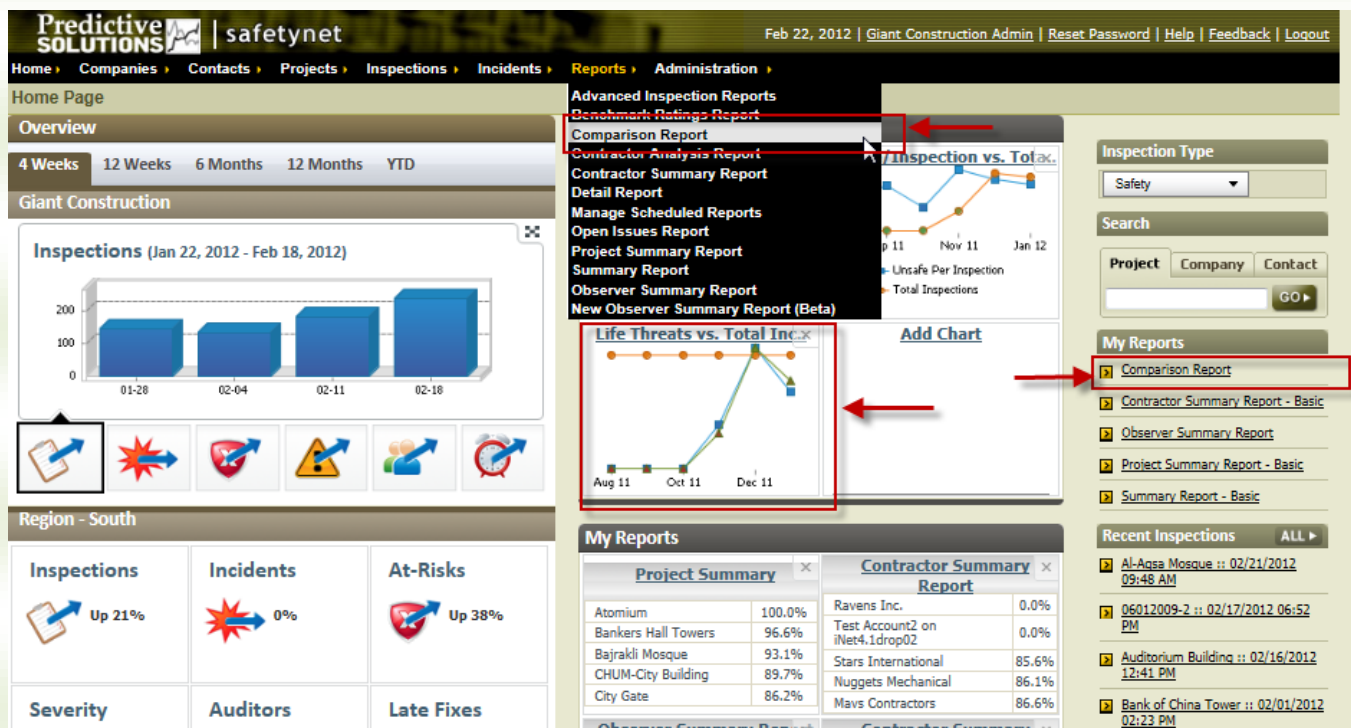
After you have selected the all the criteria for your Comparison Types and Inspection Type and Date Range, you can run your report.

## Viewing Your Comparison Report

The bottom right section on the Comparison Selection tab allows you to easily access and distribute your Comparison Report, with just one click.



1. **Save as My Default**
  - a. Your report will appear as a link on the Home Page under a section titled **My Reports**, with all your selected criteria saved.
2. **Save on Home Page**
  - a. You can save up to four different comparison reports on the dashboard of the Home Page.
3. **E-mail Report**
  - a. You can email your report to multiple contacts, who can click on a link to view the report.

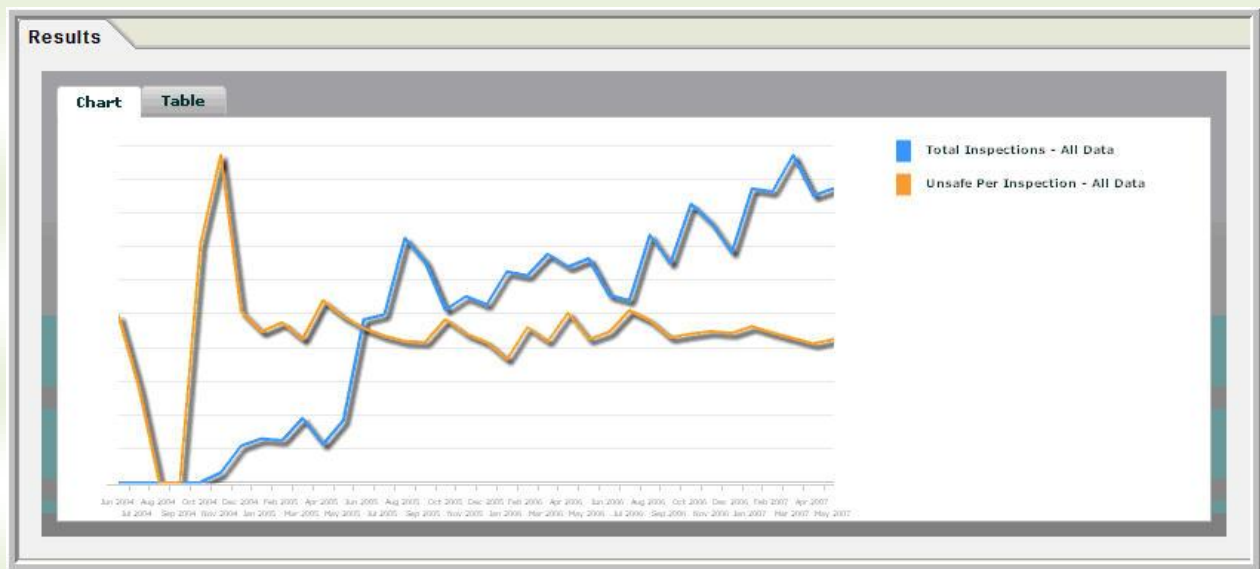


The screenshot shows the Predictive SOLUTIONS safetynet dashboard. The top navigation bar includes 'Home', 'Companies', 'Contacts', 'Projects', 'Inspections', 'Incidents', 'Reports', and 'Administration'. The main content area is divided into several sections:

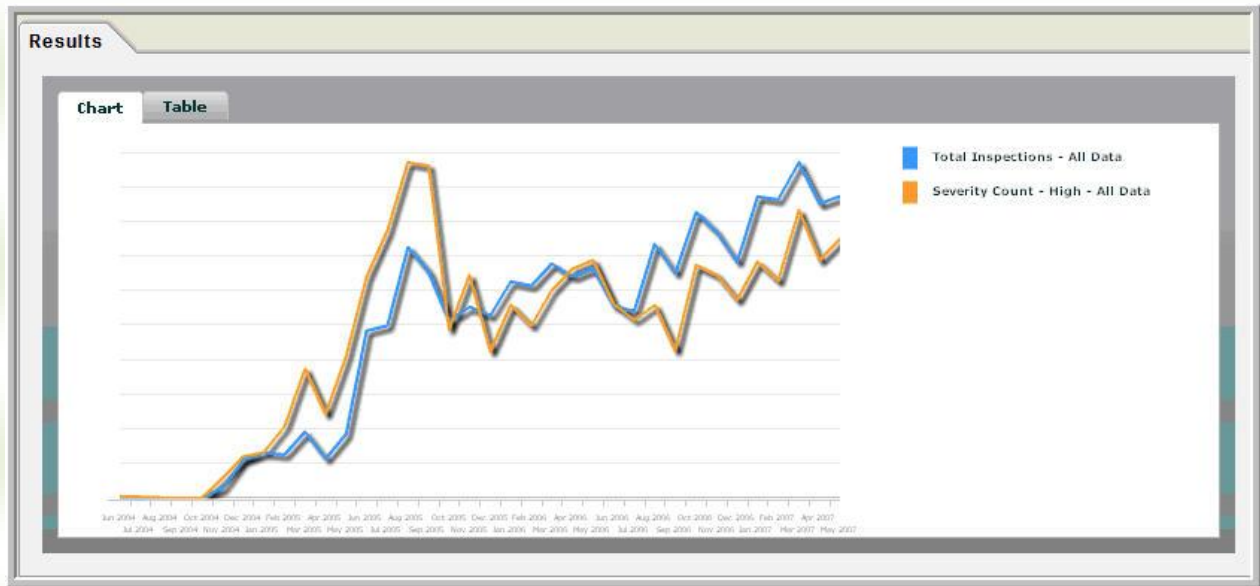
- Overview:** Includes a bar chart for 'Inspections (Jan 22, 2012 - Feb 18, 2012)' and a 'Region - South' summary with 'Inspections Up 21%', 'Incidents 0%', and 'At-Risks Up 38%'.
- Reports:** A dropdown menu is open, listing various report types. The 'Comparison Report' is highlighted with a red box and a red arrow.
- My Reports:** A section on the right side of the dashboard lists saved reports. The 'Comparison Report' is highlighted with a red box and a red arrow.
- Recent Inspections:** A list of recent inspection records, including 'Al-Aqsa Mosque' and 'Bank of China Tower'.

## Interpreting Your Comparison Report

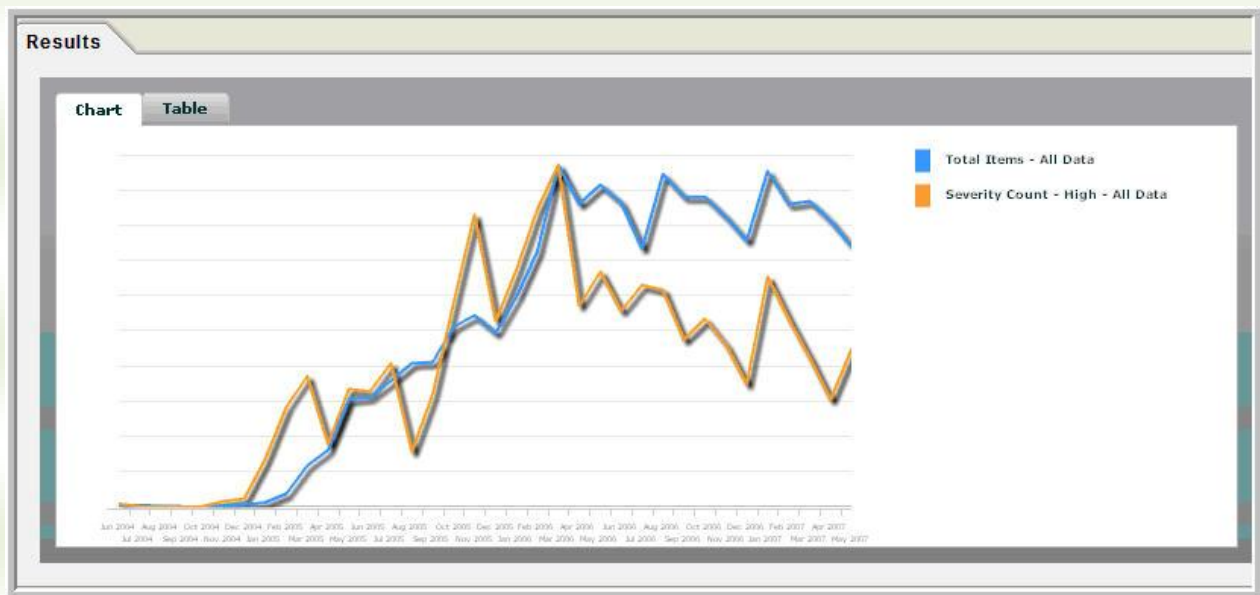
The bottom right section on the Comparison Selection tab allows you to easily access and distribute your Comparison Report, with just one click.



**Unsafe Observations per Inspection** is a good measure of both unsafe acts and the willingness and/or ability of an organization to act on them. **Number of Inspections** is increasing while **Unsafe Observations per Inspection** plateaus.



High Severity with Observations is climbing along the Total Inspections.



A comparison report for a similar company shows High Severity Observations decreasing as Total Inspections increase.