

Ad Hoc Report Query Step-by-Step

Table of Contents

| | |
|-----------------------------------|----|
| Report Format Examples..... | 2 |
| '50 Fields List' | 3 |
| 'Cylinder Chart (Bar Graph)'..... | 9 |
| 'Pie Chart' | 15 |
| 'Matrix' | 21 |

Ad Hoc Report Query Step-by-Step

a.

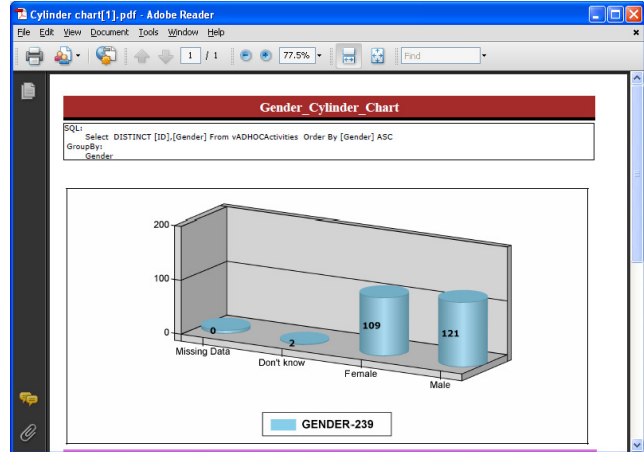
Microsoft Excel - Economic 50 Fields List

SQL: Select DISTINCT [ID],[State],[Income],[Documentation],[FamilyType],[Health],[Income],[Individual],[Income],[ID],[Agency],[Service] From vADHOCActivities Order By [Agency]

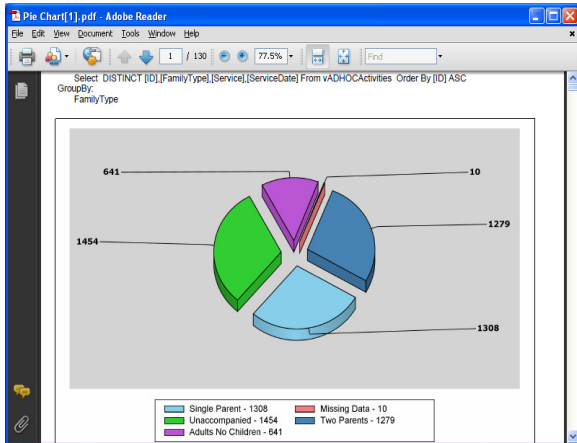
GroupBy: Agency

| Agency | Service | Count |
|--------|-----------------|-------|
| 100 | Emergency | 100 |
| 100 | Family Support | 100 |
| 100 | Food Bank | 100 |
| 100 | Job Training | 100 |
| 100 | Legal Services | 100 |
| 100 | Mental Health | 100 |
| 100 | Substance Abuse | 100 |
| 100 | Tenants Rights | 100 |
| 100 | Womens Services | 100 |
| 100 | Other | 100 |

b.



c.



d.

https://engine23.esserver.com/ES029ReportServer/Temp/1648c5674fb4564aa11bdf46909371f.xls - Wind...

| Agency | Service | Count | Don't know | Emergency shelter (including a youth shelter, or hotel, motel, or campground paid for with voucher)* | Emergency shelter (youth shelter, hotel etc. paid for with emergency shelter voucher)* | foster care home or foster care group home | Hospital (not psychiatric) |
|--------------------------|---------------------------------|-------|------------|------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------|----------------------------|
| MTABlake PSH | Apartment or house that you own | 41 | 6 | 1 | 0 | 1 | 1 |
| MTAFamilyProgram | Apartment or house that you own | 20 | 1 | 0 | 0 | 0 | 0 |
| MTAHRP | Apartment or house that you own | 67 | 6 | 0 | 0 | 0 | 0 |
| MTAIndividual | Apartment or house that you own | 2 | 0 | 0 | 0 | 0 | 0 |
| MTA Marys Family Shelter | Apartment or house that you own | 78 | 8 | 3 | 1 | 0 | 0 |

Matrix Distinct Count

Ad Hoc Report Query Step-by-Step

Question: How many people served by my program have GAU as an income source?

Report Format:

a.

The screenshot shows a Microsoft Excel spreadsheet with a data table. The table has columns for ID, Agency, Income Source, and various income metrics. The data is grouped by Agency, with 'Mainland Training Agency' having a count of 147. The table is formatted with alternating row colors and bold headers.

| ID | Agency | Income Source | Income | Documentation | Family Income | HH Gross Income | HH Monthly Income | HH Individuals | Income ID | Family Type |
|--------------------------------------------|--------|------------------|----------------------------------------|------------------------|---------------|-----------------|-------------------|----------------|-----------------|---------------|
| 700 | 308 | Monthly | Earned Income | Employer Payout/Letter | 16298 | 16298 | 1358 | 2 | 100_1013880 | Unaccompanied |
| 700 | 308 | Monthly | Veteran's pension | | 16298 | 16298 | 1358 | 2 | 100_1007505 | Unaccompanied |
| Mainland Training Agency Count: 147 | | | | | | | | | | |
| 1043127 | 3 | Monthly | Child Support | | 50280 | 50280 | 4190 | 2 | 1043210_1014484 | Single Parent |
| 1043128 | 308 | Monthly | Earned Income | | 50280 | 50280 | 4190 | 2 | 1043210_1001041 | Single Parent |
| 1043129 | 600 | Monthly | Earned Income | | 50280 | 50280 | 4190 | 2 | 1043211_1016789 | Single Parent |
| 1043129 | 4253 | Monthly | Earned Income | | 60636 | 60636 | 5053 | 3 | 1043212_1013405 | Unaccompanied |
| 1043129 | 800 | Monthly | Unemployment Insurance | | 60636 | 60636 | 5053 | 3 | 1043212_1014083 | Unaccompanied |
| 1043130 | 2855 | Monthly | Earned Income | | 69030 | 69030 | 5762.5 | 2 | 1043213_1013405 | Unaccompanied |
| 1043132 | 185 | Every Other Week | Supplemental Security Income or SS | | 4030 | 4030 | 335.83333 | 1 | 1043216_1014706 | Unaccompanied |
| 1043133 | 1000 | Monthly | Retirement Income from Social Security | | 12000 | 12000 | 1000 | 1 | 1043216_1039650 | Unaccompanied |
| 1043133 | 1000 | Monthly | Earned Income | | 12000 | 12000 | 1000 | 1 | 1043216_1039657 | Unaccompanied |
| 1043144 | 786 | Monthly | Earned Income | | 9432 | 9432 | 786 | 1 | 1043227_1013473 | Unaccompanied |
| 1043148 | 600 | Monthly | Earned Income | | 7200 | 7200 | 600 | 1 | 1043228_1039623 | Unaccompanied |
| 1043151 | 900 | Monthly | Earned Income | | 10800 | 10800 | 900 | 2 | 1043234_1013474 | Single Parent |
| 1044230 | 100 | Monthly | Earned Income | | 1200 | 1200 | 100 | 2 | 1044313_1013731 | Single Parent |
| 1044230 | 100 | Monthly | Earned Income | | 60000 | 60000 | 5000 | 1 | 1044340_1016255 | Unaccompanied |
| 1044230 | 100 | Monthly | General Assistance (GA) | Self Declaration | 5268 | 5268 | 439 | 2 | 2000006_1013736 | Single Parent |
| 1044230 | 100 | Monthly | Earned Income | | 5268 | 5268 | 439 | 2 | 2000006_1013737 | Single Parent |
| 1044230 | 100 | Monthly | No financial resources | Self Declaration | 5268 | 5268 | 439 | 2 | 2000007_1013736 | Single Parent |
| 1044230 | 100 | Monthly | General Assistance (GA) | Self Declaration | 4068 | 4068 | 339 | 1 | 2000009_1013800 | Unaccompanied |

1. Format

The screenshot shows the 'Ad-hoc Reports' interface. A dropdown menu is open, showing '50Fields List' as the selected option. The 'Build New Query' button is circled in black. The interface includes fields for Category, Description, Query, Title, Group By, Date Field, Start Date, End Date, and buttons for Print Report, Show Report, Save As, Export as Excel, Clear, and Close.

Ad Hoc Report Query Step-by-Step

Income_50_Fields_List

SQL: Select [ID],[StatedIncome],[Interval],[IncomeSource],[Documentation],[FamilyIncome],[HHGrossIncome],[HHMonthlyIncome],[HHIndividuals],[MIncomeD],[M...

GroupBy: OrgName

| SYSAgency | Count: 2 | | | | | | | | | | |
|--------------------------|--------------|------------------|----------------------------------------|------------------------|--------------|---------------|-----------------|---------------|-----------------|---------|---------------|
| ID | RELATIONCOMB | INTERVAL | INCOME_SOURCE | DOCUMENTATION | FAMILYINCOME | HHGROSSINCOME | HHMONTHLYINCOME | HHINDIVIDUALS | MINCOMED | MSOINSD | FAMILYTYPE |
| P00 | 808 | Monthly | Earned Income | Employer Proprietor | 18296 | 18296 | 1358 | 2 | 100_1013880 | | Unaccompanied |
| P00 | 550 | Monthly | Veteran's pension | | 18296 | 18296 | 1358 | 2 | 100_1087835 | | Unaccompanied |
| Mainland Training Agency | | | | | | | | | | | |
| ID | RELATIONCOMB | INTERVAL | INCOME_SOURCE | DOCUMENTATION | FAMILYINCOME | HHGROSSINCOME | HHMONTHLYINCOME | HHINDIVIDUALS | MINCOMED | MSOINSD | FAMILYTYPE |
| P043120 | 026/ | Monthly | Child Support | | 50280 | 50280 | 4190 | 2 | 1043210_1013484 | | Single Parent |
| P043120 | 026/ | Monthly | Earned Income | | 50280 | 50280 | 4190 | 2 | 1043210_1013441 | | Single Parent |
| P043129 | 500 | Monthly | Earned Income | | 50280 | 50280 | 4190 | 2 | 1043211_1015789 | | Single Parent |
| P043129 | 4253 | Monthly | Earned Income | | 50535 | 50535 | 5053 | 3 | 1043212_1013485 | | Unaccompanied |
| P043129 | 800 | Monthly | Unemployment Insurance | | 50535 | 50535 | 5053 | 3 | 1043212_1014083 | | Unaccompanied |
| P043130 | 2855 | Monthly | Earned Income | | 89030 | 89030 | 5782.5 | 2 | 1043213_1013486 | | Unaccompanied |
| P043132 | 105 | Every Other Week | Supplemental Security Income or SS | | 4030 | 4030 | 335.833333 | 1 | 1043215_1015788 | | Unaccompanied |
| P043133 | 1000 | Monthly | Retirement income from Social Security | | 12000 | 12000 | 1000 | 1 | 1043216_1039650 | | Unaccompanied |
| P043133 | | Monthly | Earned Income | | 12000 | 12000 | 1000 | 1 | 1043216_1039657 | | Unaccompanied |
| P043144 | 788 | Monthly | Earned Income | | 9432 | 9432 | 788 | 1 | 1043227_1013473 | | Unaccompanied |
| P043146 | 500 | Monthly | Earned Income | | 7200 | 7200 | 600 | 1 | 1043229_1039623 | | Unaccompanied |
| P043151 | 900 | Monthly | Earned Income | | 10800 | 10800 | 900 | 2 | 1043234_1013474 | | Single Parent |
| P044230 | 100 | Monthly | Earned Income | | 1200 | 1200 | 100 | 2 | 1044313_1013731 | | Single Parent |
| P044257 | 5500 | Monthly | Earned Income | | 85000 | 85000 | 5500 | 1 | 1044340_1018255 | | Unaccompanied |
| P000008 | 339 | Monthly | General Assistance (GA) | Self Declaration | 5288 | 5288 | 439 | 2 | 2000008_1013798 | | Single Parent |
| P000008 | 100 | Monthly | Earned Income | | 5288 | 5288 | 439 | 2 | 2000008_1013797 | | Single Parent |
| P000008 | | Monthly | No Financial resources | Self Declaration | 5288 | 5288 | 439 | 2 | 2000000_1013798 | | Single Parent |
| P000008 | 100 | Monthly | General Assistance (GA) | Self Declaration | 4068 | 4068 | 339 | 1 | 2000009_1013800 | | Unaccompanied |

2. 'From'

AdhocReport Query Builder

From | Select | Where | Sort | Report Grouping

Category: All Search

| Data Source Table | Joined Tables |
|----------------------------|---------------|
| TableName | |
| ▶ vADHOCIncomeDemographics | |
| vADHOClicensing | |
| vADHOCMilestoneStatus | |
| vADHOCPermission | |
| vAdhocProfileQuestions | |
| vADHOCProgramInProgram | |

Description:

Create Clear Close

Ad Hoc Report Query Step-by-Step

Income_50_Fields_List

SQL: Select [ID],[StatedIncome],[Interval],[IncomeSource],[Documentation],[FamilyIncome],[HHGrossIncome],[HHMonthlyIncome],[HHIndividuals],[MIncomeID],[Housing],[FamilyType]
GroupBy: ORGName

| SYSAgency | ID | STATEDINCOME | INTERVAL | INCOMESOURCE | DOCUMENTATION | EFAMILYINCOME | HHGROSSINCOME | HHMONTHLYINCOME | HHINDIVIDUALS | MINCOMEID | HOUSING | FAMILYTYPE |
|--------------------------|---------|--------------|------------------|----------------------------------------|------------------|---------------|---------------|-----------------|---------------|-----------------|---------|---------------|
| Count: 2 | | | | | | | | | | | | |
| | 100 | 100 | Monthly | Earned Income | Employer | 16298 | 16298 | 1358 | 2 | 100_1013680 | | Unaccompanied |
| | 400 | 400 | Monthly | Veteran's pension | Printout/Letter | 16298 | 16298 | 1358 | 2 | 100_1007635 | | Unaccompanied |
| Mainland Training Agency | | | | | | | | | | | | |
| Count: 347 | | | | | | | | | | | | |
| | 1043122 | 3 | Monthly | Child Support | | 50280 | 50280 | 4190 | 2 | 1043210_1013454 | | Single Parent |
| | 1043127 | 3261 | Monthly | Earned Income | | 50280 | 50280 | 4190 | 2 | 1043210_1013451 | | Single Parent |
| | 1043128 | 600 | Monthly | Earned Income | | 50280 | 50280 | 4190 | 2 | 1043211_1015789 | | Single Parent |
| | 1043129 | 4253 | Monthly | Earned Income | | 60636 | 60636 | 5053 | 3 | 1043212_1013455 | | Unaccompanied |
| | 1043129 | 800 | Monthly | Unemployment Insurance | | 60636 | 60636 | 5053 | 3 | 1043212_1014063 | | Unaccompanied |
| | 1043130 | 2655 | Every Other Week | Earned Income | | 69030 | 69030 | 5762.5 | 2 | 1043213_1013468 | | Unaccompanied |
| | 1043132 | 155 | Every Other Week | Supplemental Security Income on SSI | | 4030 | 4030 | 335.83333 | 1 | 1043216_1015790 | | Unaccompanied |
| | 1043133 | 1000 | Monthly | Retirement Income from Social Security | | 12000 | 12000 | 1000 | 1 | 1043216_1039650 | | Unaccompanied |
| | 1043133 | | Monthly | | | 12000 | 12000 | 1000 | 1 | 1043216_1039657 | | Unaccompanied |
| | 1043144 | 788 | Monthly | Earned Income | | 8432 | 8432 | 788 | 1 | 1043221_1013473 | | Unaccompanied |
| | 1043146 | 500 | Monthly | Earned Income | | 7200 | 7200 | 600 | 1 | 1043229_1039623 | | Unaccompanied |
| | 1043151 | 900 | Monthly | Earned Income | | 10800 | 10800 | 900 | 2 | 1043234_1013474 | | Single Parent |
| | 1044230 | 100 | Monthly | Earned Income | | 1200 | 1200 | 100 | 2 | 1044313_1013731 | | Single Parent |
| | 1044257 | 5500 | Monthly | Earned Income | | 60000 | 60000 | 5500 | 1 | 1044340_1016255 | | Unaccompanied |
| | 2000008 | 339 | Monthly | General Assistance (GA) | Self Declaration | 5268 | 5268 | 439 | 2 | 2000008_1013736 | | Single Parent |
| | 2000008 | 100 | Monthly | Earned Income | | 5268 | 5268 | 439 | 2 | 2000008_1013737 | | Single Parent |
| | | | Monthly | No financial resources | Self Declaration | 5268 | 5268 | 439 | 2 | 2000007_1013738 | | Single Parent |
| | | | Monthly | General Assistance (GA) | Self Declaration | 4065 | 4065 | 339 | 1 | 2000009_1013000 | | Unaccompanied |

3. 'Select'

Report Query Builder

From: Select | Where | Sort | Report Grouping

Column Select

- Age
- ClientAddress1
- ClientAddress2
- ClientCity
- ClientCounty
- ClientState
- ClientZip
- CustomerStatus
- DateOfBirth
- Disabled
- Documentation
- DontknowRace
- EducationLevel
- Email
- Ethnicity
- FamilyID
- FamilyIncome

Selected Columns

- ID
- StatedIncome
- Interval
- IncomeSource
- Documentation
- FamilyIncome
- HHGrossIncome
- HHMonthlyIncome
- MIncomeID
- HHIndividuals
- Housing
- FamilyType
- ORGName
- SecurityProgram

DISTINCT

UP DN

Create Clear Close

Ad Hoc Report Query Step-by-Step

Income_50_Fields_List

SQL: Select [ID],[StatedIncome],[Interval],[IncomeSource],[Documentation],[FamilyIncome],[HHGrossIncome],[HHMonthlyIncome],[HHIndividuals],[IncomeID],[M...

Groupby: ORCName

| SYSAgency | Count: 2 | | | | | | | | | | |
|--------------------------|----------|------------------|----------------------------------------|------------------|--------------|---------------|-----------------|---------------|-----------------|---------|---------------|
| ID | LEADCOMB | INTERVAL | INCOME_SOURCE | DOCUMENTATION | FAMILYINCOME | HHGROSSINCOME | HHMONTHLYINCOME | HHINDIVIDUALS | INCOMEID | INSUBID | FAMILYTYPE |
| 700 | 808 | Monthly | Earned Income | Employer | 18296 | 18296 | 1358 | 2 | 100_1013880 | | Unaccompanied |
| 700 | 550 | Monthly | Veteran's person | ProtocLetter | 18296 | 18296 | 1358 | 2 | 100_1087835 | | Unaccompanied |
| Mainland Training Agency | | | | | | | | | | | |
| ID | LEADCOMB | INTERVAL | INCOME_SOURCE | DOCUMENTATION | FAMILYINCOME | HHGROSSINCOME | HHMONTHLYINCOME | HHINDIVIDUALS | INCOMEID | INSUBID | FAMILYTYPE |
| 1043127 | 3 | Monthly | Child Support | | 50280 | 50280 | 4190 | 2 | 1043210_1013484 | | Single Parent |
| 1043127 | 3267 | Monthly | Earned Income | | 50280 | 50280 | 4190 | 2 | 1043210_1013441 | | Single Parent |
| 1043128 | 500 | Monthly | Earned Income | | 50280 | 50280 | 4190 | 2 | 1043211_1015789 | | Single Parent |
| 1043129 | 4253 | Monthly | Earned Income | | 50535 | 50535 | 5053 | 3 | 1043212_1013485 | | Unaccompanied |
| 1043129 | 800 | Monthly | Unemployment Insurance | | 50535 | 50535 | 5053 | 3 | 1043212_1014083 | | Unaccompanied |
| 1043130 | 2855 | Every Other Week | Earned Income | | 89030 | 89030 | 5192.5 | 2 | 1043213_1013486 | | Unaccompanied |
| 1043132 | 105 | Monthly | Supplemental Security Income or SS | | 4030 | 4030 | 335.833333 | 1 | 1043215_1015706 | | Unaccompanied |
| 1043133 | 1000 | Monthly | Retirement Income from Social Security | | 12000 | 12000 | 1000 | 1 | 1043216_1039650 | | Unaccompanied |
| 1043133 | | Monthly | Earned Income | | 12000 | 12000 | 1000 | 1 | 1043216_1039657 | | Unaccompanied |
| 1043144 | 788 | Monthly | Earned Income | | 9432 | 9432 | 788 | 1 | 1043227_1013473 | | Unaccompanied |
| 1043146 | 500 | Monthly | Earned Income | | 7200 | 7200 | 600 | 1 | 1043229_1039623 | | Unaccompanied |
| 1043151 | 900 | Monthly | Earned Income | | 10800 | 10800 | 900 | 2 | 1043234_1013474 | | Single Parent |
| 1044230 | 100 | Monthly | Earned Income | | 1200 | 1200 | 100 | 2 | 1044313_1013731 | | Single Parent |
| 1044257 | 5500 | Monthly | Earned Income | | 85000 | 85000 | 5500 | 1 | 1044340_1018235 | | Unaccompanied |
| 2000008 | 339 | Monthly | General Assistance (GA) | Self Declaration | 5288 | 5288 | 439 | 2 | 2000008_1013796 | | Single Parent |
| 2000008 | 100 | Monthly | Earned Income | | 5288 | 5288 | 439 | 2 | 2000008_1013797 | | Single Parent |
| 2000008 | | Monthly | No Financial resources | Self Declaration | 5288 | 5288 | 439 | 2 | 2000007_1013798 | | Single Parent |
| 2000008 | | Monthly | General Assistance (GA) | Self Declaration | 4068 | 4068 | 339 | 1 | 2000009_1013800 | | Unaccompanied |

4. Sort

From Select Where Sort Report Grouping

Column Select

- Age
- ClientAddress1
- ClientAddress2
- ClientCity
- ClientCounty
- ClientState
- ClientZip
- CustomerStatus
- DateOfBirth
- Disabled
- Documentation
- DontknowRace
- EducationLevel
- Email
- Ethnicity
- FamilyID
- FamilyIncome

Selected Columns

- ID

UP DN

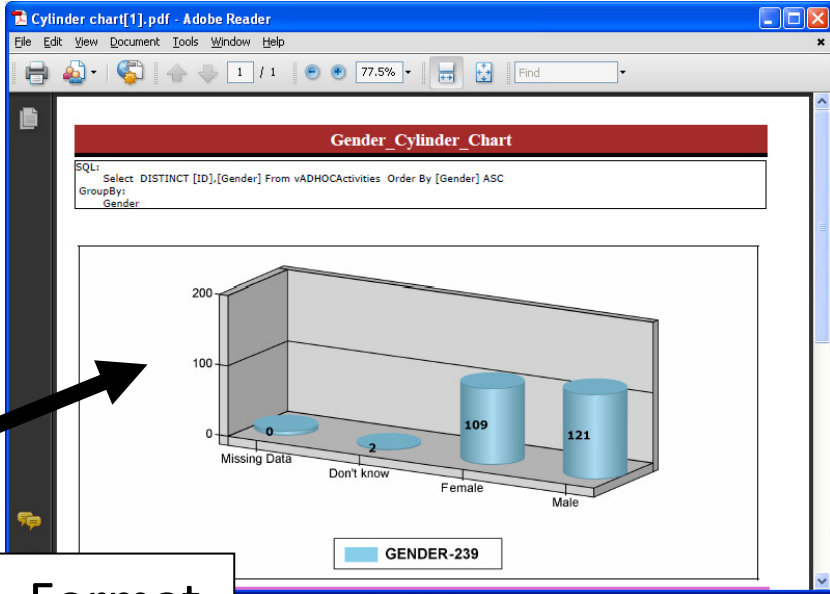
Create Clear Close

Ad Hoc Report Query Step-by-Step

Question: How many males vs. females have I served?

Report Format:

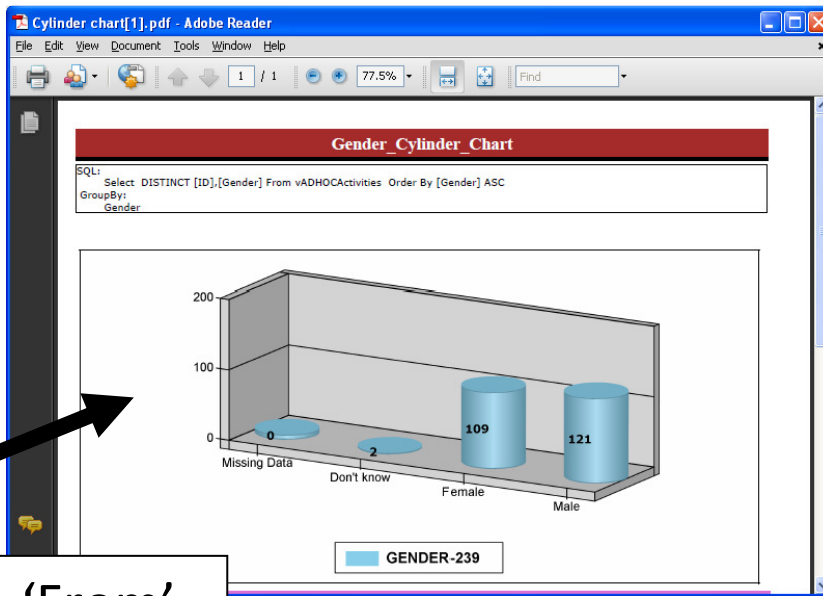
b.



1. Format

The screenshot shows the configuration interface for the report. A dropdown menu is open, showing options for chart types: "Cylinder chart", "50 Fields List", "3D Cylinder chart", "Fields List", "Group and List", "Group Distinct Count on First Field", "Group List Sum", "Matrix Count", and "Matrix Distinct Count". The "3D Cylinder chart" option is selected. Below the dropdown, there are fields for "Report Query:", "Load", and "Delete". The "Query:" field contains the text "SELECT * FROM [vADHOCSnapshotIncome]". The "Build New Query" and "Edit Query" buttons are circled in black. At the bottom, there are buttons for "Print Report", "Show Report", "Save As", "Export as Excel", "Clear", and "Close".

Ad Hoc Report Query Step-by-Step



2. 'From'

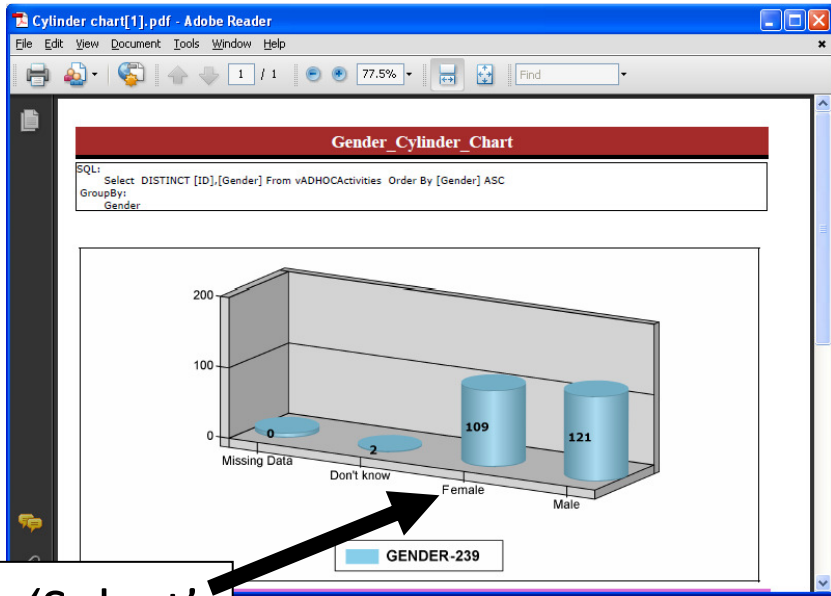
The screenshot shows the "From" tab of a query builder interface. The "Data Source Table" list contains several entries, with "vADHOCActivities" selected. The "Joined Tables" list contains "QRY sys P HUDEntry". The "Description" field is empty. Buttons for "Create", "Clear", and "Close" are visible at the bottom.

| TableName | Description |
|------------------|-------------|
| vADHOC_Utilizati | |
| vADHOC_Utilizati | |
| vADHOC_Utilizati | |
| vADHOC_Utilizati | |
| vADHOCActivities | |
| vADHOCActivities | |

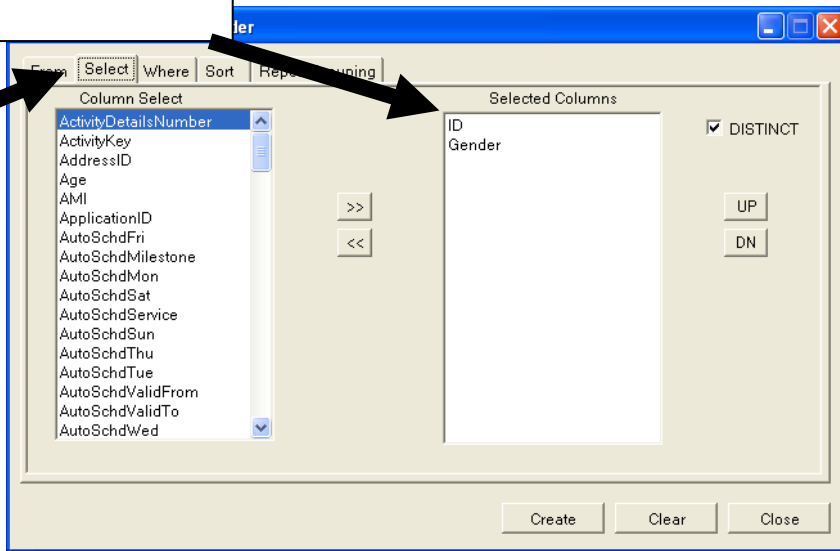
Joined Tables

- QRY sys P HUDEntry

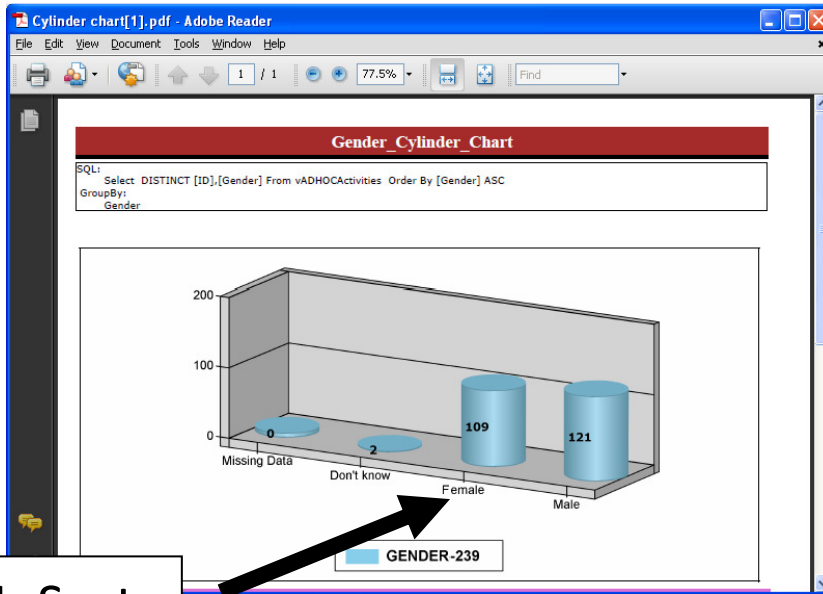
Ad Hoc Report Query Step-by-Step



3. 'Select'



Ad Hoc Report Query Step-by-Step



4. Sort

Report Builder

From | Select | Where | **Sort** | Report Grouping

Column Select

- ActivityDetailsNumber
- ActivityKey
- AddressID
- Age
- AMI
- ApplicationID
- AutoSchdFri
- AutoSchdMilestone
- AutoSchdMon
- AutoSchdSat
- AutoSchdService
- AutoSchdSun
- AutoSchdThu
- AutoSchdTue
- AutoSchdValidFrom
- AutoSchdValidTo
- AutoSchdWed

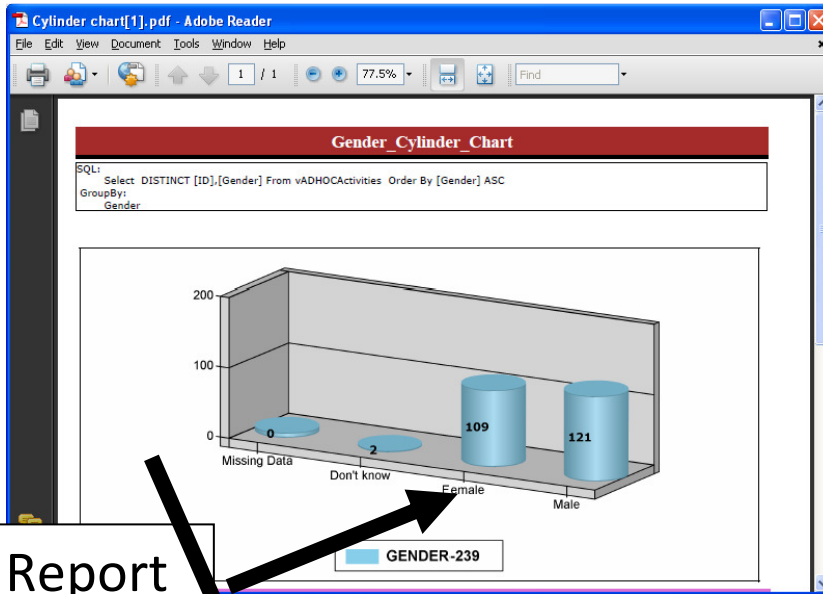
Selected Columns

- Gender

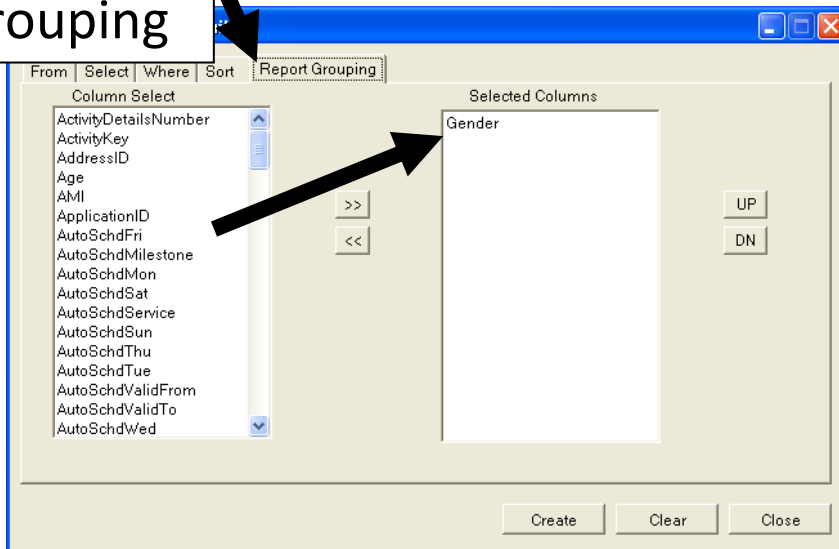
UP
DN

Create Clear Close

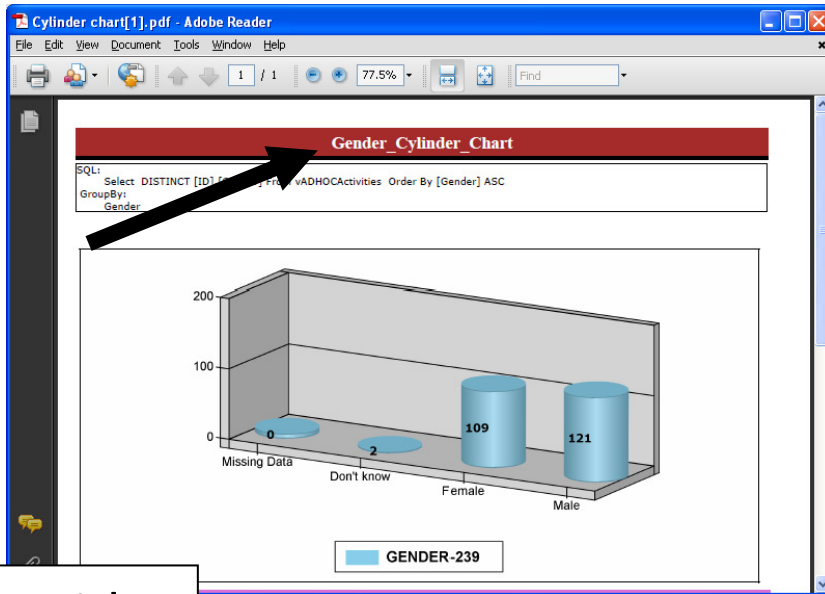
Ad Hoc Report Query Step-by-Step



5. Report Grouping



Ad Hoc Report Query Step-by-Step



6. Title

The screenshot shows a report configuration interface. The "Report" dropdown is set to "Cylinder chart". The "Category" is "Mary" and the "Report Query" is "Gender_Cylinder_Chart". The "Query" field contains the same SQL query as in the PDF. The "Title" field is set to "Gender_Cylinder_Chart". The "Group By" field is "Gender", "Display" is "All", and "Number" is "C". The "Date Field" is empty. The "Print Report" button is circled in black.

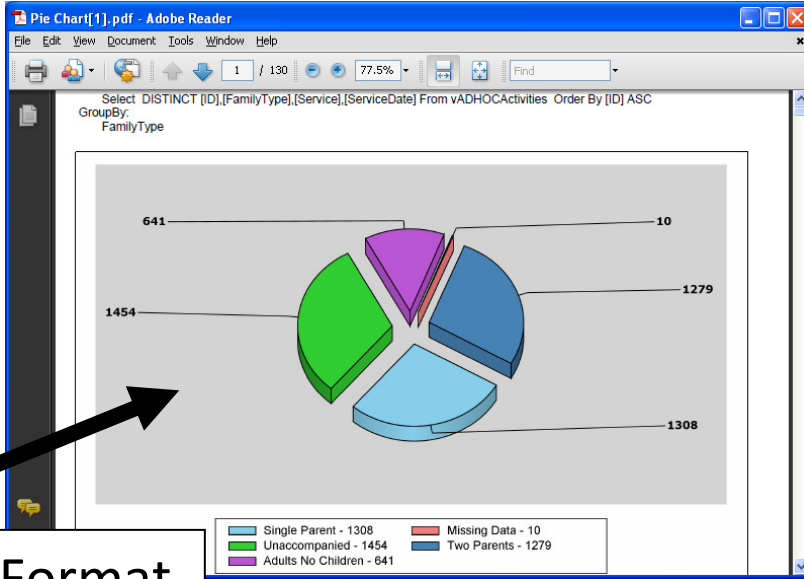
Answer: 109 Females, 121 Males, 2 “Don’t Know”

Ad Hoc Report Query Step-by-Step

Question: What are the family types of the persons I've served?

Report Format:

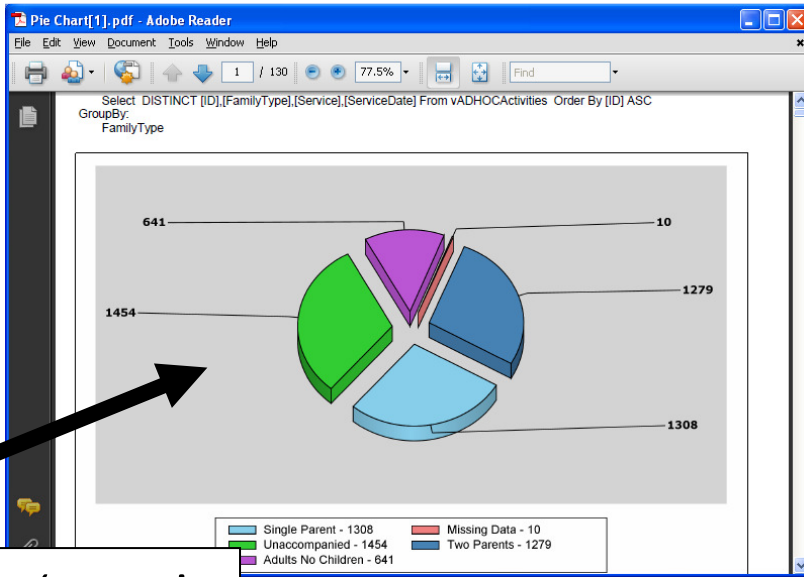
C.



1. Format

A screenshot of a report configuration interface. The 'Report' dropdown is set to 'Pie Chart'. The 'Category' dropdown is set to 'Monthly Stacked Cylinder chart'. The 'Description' field contains 'Stacked Cylinder chart'. The 'Query' field contains the SQL statement: `SELECT * FROM [vADHOCsnapshotIncome]`. The 'Build New Query' and 'Edit Query' buttons are circled in black. Other fields include 'Title', 'Group By', 'Display', 'Number', 'Date Field', 'Start Date', 'End Date', and 'Drilldown'.

Ad Hoc Report Query Step-by-Step



2. 'From'

From | Select | Where | Sort | Report Grouping

Category: All Search

| TableName | Description |
|------------------|-------------|
| vADHOC_Utilizati | |
| vADHOC_Utilizati | |
| vADHOC_Utilizati | |
| vADHOC_Utilizati | |
| vADHOCActivities | |
| vADHOCActivities | |

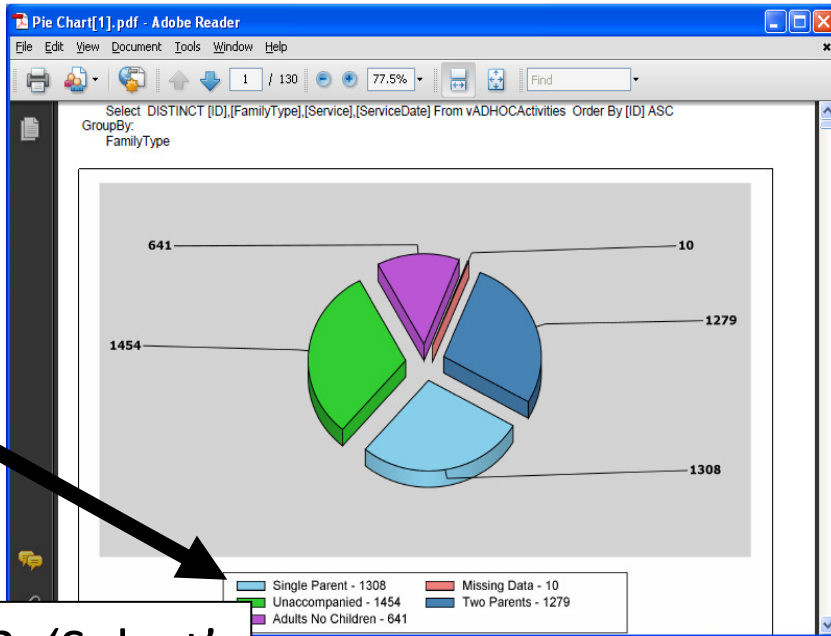
Joined Tables

- QRY sys P HUEntry

Description:

Create Clear Close

Ad Hoc Report Query Step-by-Step

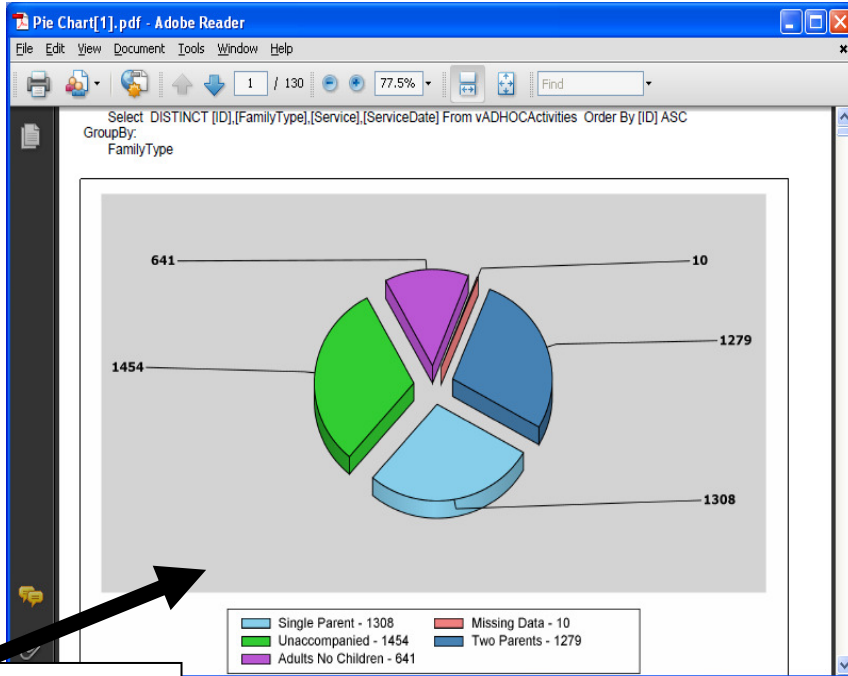


3. 'Select'

The 'Select' tab in the query builder interface shows the following configuration:

- Column Select:** A list of columns including ActivityDetailsNumber, ActivityKey, AddressID, Age, AMI, ApplicationID, AutoSchdFri, AutoSchdMilestone, AutoSchdMon, AutoSchdSat, AutoSchdService, AutoSchdSun, AutoSchdThu, AutoSchdTue, AutoSchdValidFrom, AutoSchdValidTo, and AutoSchdWed.
- Selected Columns:** ID, FamilyType, Service, and ServiceDate.
- Options:** The **DISTINCT** checkbox is selected.
- Buttons:** UP, DN, Create, Clear, and Close.

Ad Hoc Report Query Step-by-Step



4. Sort

Ad Hoc Report Query Builder

From | Select | Where | **Sort** | Report Grouping

Column Select

- ActivityDetailsNumber
- ActivityKey
- AddressID
- Age
- AMI
- ApplicationID
- AutoSchdFri
- AutoSchdMilestone
- AutoSchdMon
- AutoSchdSat
- AutoSchdService
- AutoSchdSun
- AutoSchdThu
- AutoSchdTue
- AutoSchdValidFrom
- AutoSchdValidTo
- AutoSchdWed

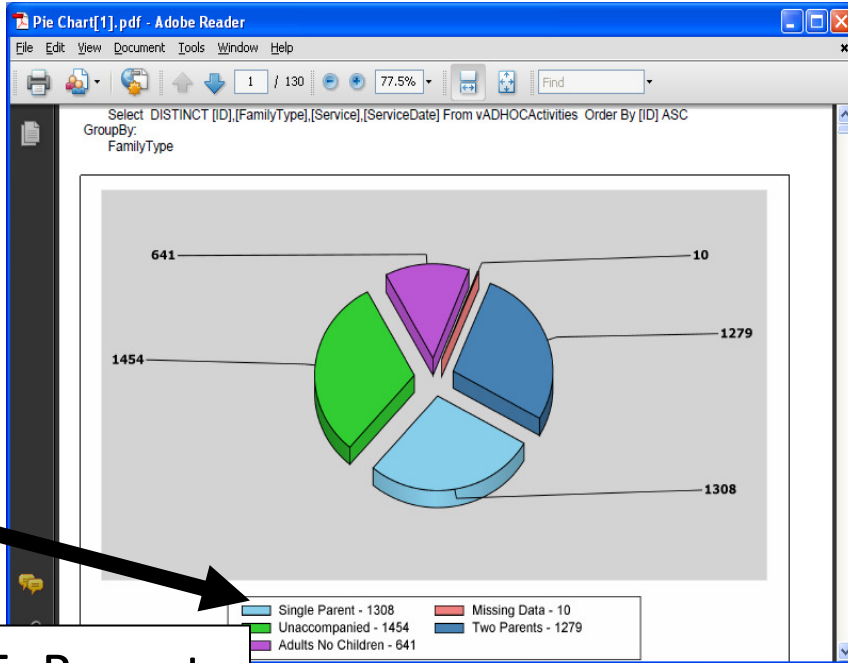
Selected Columns

- ID

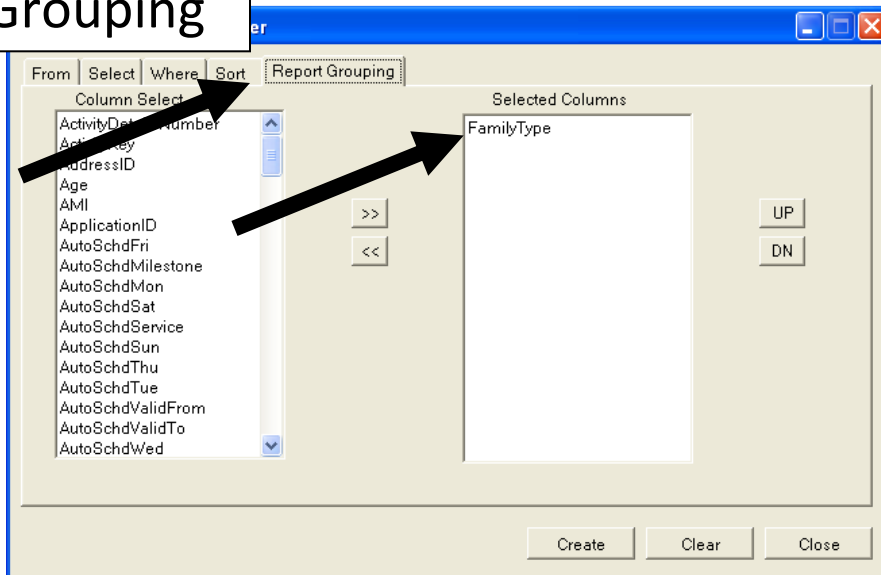
UP
DN

Create Clear Close

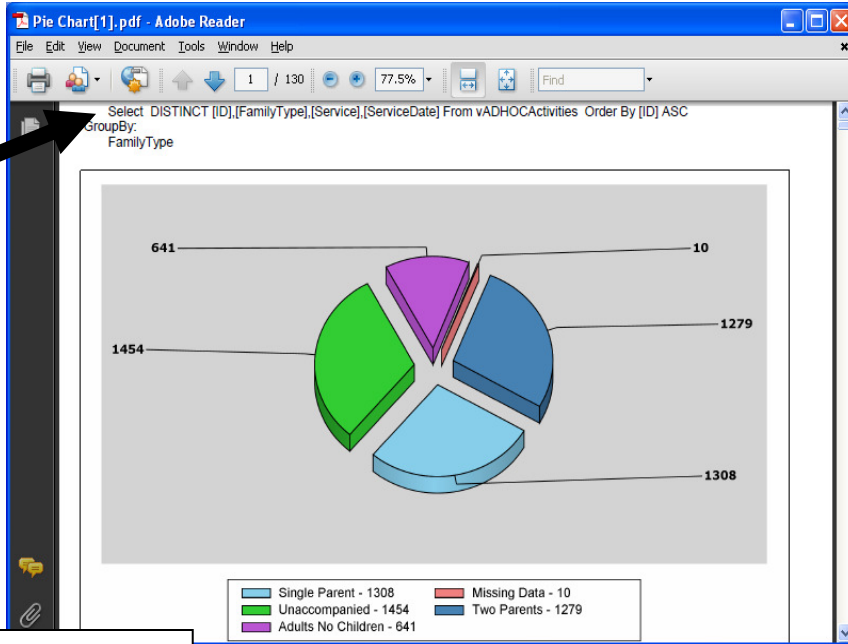
Ad Hoc Report Query Step-by-Step



5. Report Grouping



Ad Hoc Report Query Step-by-Step



6. Title

The screenshot shows the 'Ad-hoc Reports' configuration window. The 'Title' field is highlighted with a black arrow and contains the text 'Family_Type_Pie_Chart'. Other fields include 'Report: Pie Chart', 'Category: Mary', 'Report Query: Family_Type_Pie_Chart', and 'Query: Select DISTINCT [ID],[FamilyType],[Service],[ServiceDate] From vADHOCActivities Order By [ID] ASC'.

Answer: **28% Two Parent Households**
 28% Single Parent Households
 30% Unaccompanied
 13% Adults no children
 .2% Missing Data

Ad Hoc Report Query Step-by-Step

Question: Where did my clients exit to?

Report Format:

d.

| | D | E | F | G | H | J | K | L | M |
|----|--------------------------|----|---------------------------------|------------|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------|----------------------------|---|
| 10 | | | Apartment or house that you own | Don't Know | Emergency shelter (including a youth shelter, or hotel, motel, or campground paid for with | Emergency shelter (youth shelter, hotel etc. paid for with emergency shelter voucher)* | Foster care home or foster care group home | Hospital (not psychiatric) | |
| 12 | MTABlake PSH | 41 | 6 | 1 | 0 | 0 | 1 | 1 | |
| 13 | MTAFamilyProgram | 20 | 1 | 0 | 0 | 0 | 0 | 0 | |
| 14 | MTAHRP | 67 | 6 | 0 | 0 | 0 | 0 | 0 | |
| 15 | MTAIndividual Program | 2 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 16 | MTALarrys Family Shelter | 78 | 8 | 3 | 1 | 0 | 0 | 0 | |

1. Format

Report: Matrix Distinct Count

- 50Fields List
- Cylinder chart
- Fields List
- Group and List
- Group Distinct Count on First Field
- Group List Sum
- Matrix Count
- Matrix Distinct Count**

Description: Matrix Distinct Count

Query: SELECT * FROM [vADHDCSnapshotIncome]

Build New Query Edit Query

Title: []

Group By: [] Display: [] Number: []

Date Field: [] Start Date: [] End Date: [] Drilldown

Print Report Show Report Save As Export as Excel Clear Close

Ad Hoc Report Query Step-by-Step

https://engenuity23.esserver.com/AES029ReportServer/temp/1648c5674fbf4564aa11bdf46909371f.xls - Wind...

| | D | E | F | G | H | J | K | L | M |
|----|---------------------------|----|---------------------------------|------------|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------|----------------------------|---|
| 10 | | | Apartment or house that you own | Don't Know | Emergency shelter (including a youth shelter, or hotel, motel, or campground paid for with | Emergency shelter (youth shelter, hotel etc. paid for with emergency shelter voucher)* | Foster care home or foster care group home | Hospital (not psychiatric) | |
| 11 | | | | | | | | | |
| 12 | MTABlake PSH | 41 | 6 | 1 | 0 | 0 | 1 | 1 | |
| 13 | MTA Family Program | 20 | 1 | 0 | 0 | 0 | 0 | 0 | |
| 14 | MTA... | 67 | 6 | 0 | 0 | 0 | 0 | 0 | |
| 15 | Individual Program | 2 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 16 | MTA Larrys Family Shelter | 78 | 8 | 3 | 1 | 0 | 0 | 0 | |

Matrix Distinct Count

2. 'From'

From | Select | Where | Sort | Report Grouping

Category: All Search

| TableName | Description |
|---------------------------------|-------------|
| vADHOCPermission | |
| vAdhocProfileQuestions | |
| vADHOCProgramInProgram | |
| vADHOCProgramInProgramHousehold | |
| vADHOCProgramSetUp | |
| vAdhocProgramSnapshotFixData | |

Joined Tables

Description:

Create Clear Close

Ad Hoc Report Query Step-by-Step

The screenshot shows a web browser window displaying an Excel spreadsheet. The columns are labeled with shelter types: 'Apartment or house that you own', 'Don't Know', 'Emergency shelter (including a youth shelter, or hotel, motel, or campground paid for with)', 'Emergency shelter (youth shelter, hotel etc. paid for with emergency shelter voucher)*', 'Foster care home or foster care group home', and 'Hospital (not psychiatric)'. The rows list various programs with their respective counts in each category.

| | Apartment or house that you own | Don't Know | Emergency shelter (including a youth shelter, or hotel, motel, or campground paid for with | Emergency shelter (youth shelter, hotel etc. paid for with emergency shelter voucher)* | Foster care home or foster care group home | Hospital (not psychiatric) |
|------------------------|---------------------------------|------------|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------|----------------------------|
| MTABlake PSH | 41 | 6 | 1 | 0 | 1 | 1 |
| MTA Family Program | 20 | 1 | 0 | 0 | 0 | 0 |
| MTAHRP | 67 | 6 | 0 | 0 | 0 | 0 |
| MTA Individual Program | 2 | 0 | 0 | 0 | 0 | 0 |
| MTA Family Shelter | 78 | 8 | 3 | 1 | 0 | 0 |

3. 'Select'

The screenshot shows a 'Report Query Builder' dialog box. The 'Select' tab is active, showing a list of columns on the left and a 'Selected Columns' list on the right. The 'Selected Columns' list contains 'ID' and 'Program'. There are 'UP' and 'DN' buttons next to the 'Selected Columns' list, and a 'DISTINCT' checkbox. At the bottom, there are 'Create', 'Clear', and 'Close' buttons.

Ad Hoc Report Query Step-by-Step

| | D | E | F | G | H | J | K | L | M |
|----|--------------------------|----|---------------------------------|------------|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|---|--------------------------------------------|----------------------------|
| 10 | | | Apartment or house that you own | Don't Know | Emergency shelter (including a youth shelter, or hotel, motel, or campground paid for with | Emergency shelter (youth shelter, hotel etc. paid for with emergency shelter voucher)* | | Foster care home or foster care group home | Hospital (not psychiatric) |
| 11 | | | | | | | | | |
| 12 | MTABlake PSH | 41 | 6 | 1 | 0 | 0 | 1 | 1 | |
| 13 | MTAFamilyProgram | 20 | 1 | 0 | 0 | 0 | 0 | 0 | |
| 14 | MTAHRP | 67 | 6 | 0 | 0 | 0 | 0 | 0 | |
| 15 | MTAIndividual Program | 2 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 16 | MTALarrys Family Shelter | 78 | 8 | 3 | 1 | 0 | 0 | 0 | |

5. Report Grouping

Report Grouping

Column Select

- ActivityDetailsNumber
- Age
- ApplicationID
- ClientAddress1
- ClientAddress2
- ClientCity
- ClientCounty
- ClientState
- ClientZip
- ContractNumber
- DateOfBirth
- Destination
- Disabled
- DontKnowRace
- EducationLevel
- Email
- EntryFamilyIndividuals

Selected Columns

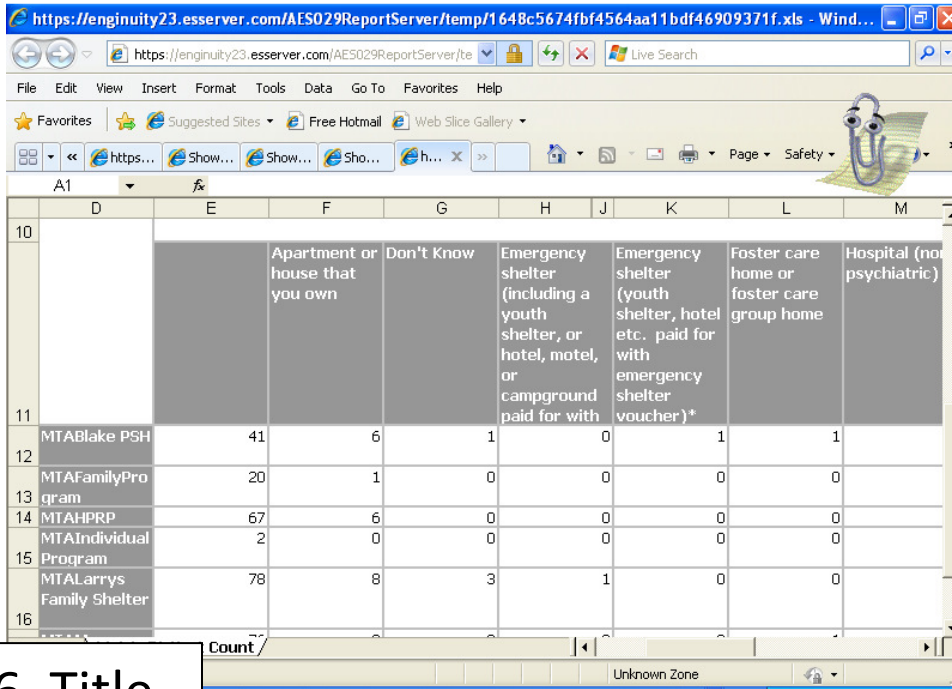
- Destination

UP

DN

Create Clear Close

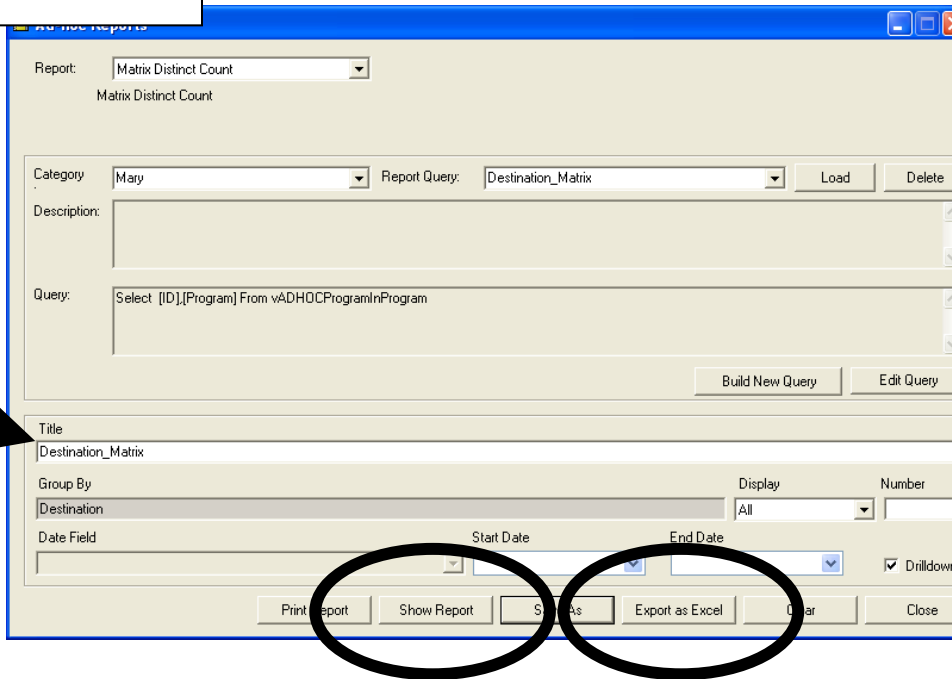
Ad Hoc Report Query Step-by-Step



The screenshot shows a web browser window displaying an Excel spreadsheet. The spreadsheet has columns labeled D through M and rows 10 through 16. The data is as follows:

| | D | E | F | G | H | J | K | L | M |
|----|--------------------------|----|---------------------------------|------------|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|---|--------------------------------------------|----------------------------|
| 10 | | | Apartment or house that you own | Don't Know | Emergency shelter (including a youth shelter, or hotel, motel, or campground paid for with | Emergency shelter (youth shelter, hotel etc. paid for with emergency shelter voucher)* | | Foster care home or foster care group home | Hospital (not psychiatric) |
| 11 | | | | | | | | | |
| 12 | MTABlake PSH | 41 | 6 | 1 | | 0 | | 1 | 1 |
| 13 | MTAFamilyProgram | 20 | 1 | 0 | | 0 | | 0 | 0 |
| 14 | MTAHRP | 67 | 6 | 0 | | 0 | | 0 | 0 |
| 15 | MTAIndividualProgram | 2 | 0 | 0 | | 0 | | 0 | 0 |
| 16 | MTALarrys Family Shelter | 78 | 8 | 3 | | 1 | | 0 | 0 |

6. Title



The screenshot shows the 'Ad Hoc Reports' configuration interface. The 'Report' dropdown is set to 'Matrix Distinct Count'. The 'Category' is 'May' and the 'Report Query' is 'Destination_Matrix'. The 'Query' field contains the SQL: `Select [ID],[Program] From vADHOCProgramInProgram`. The 'Title' field is 'Destination_Matrix'. The 'Group By' field is 'Destination'. The 'Date Field' section has 'Start Date' and 'End Date' dropdowns. The 'Display' dropdown is set to 'All'. The 'Number' field is empty. The 'Drilldown' checkbox is checked. At the bottom, the 'Show Report' and 'Export as Excel' buttons are circled in black.

Answer: