
Reports (addon-reports)

Description

The **Reports** page allows you to run the reports defined in the system. Reports can be executed immediately or scheduled for later.

Soffid comes with a set of **predefined reports by default**, but you can modify them and add new reports as needed for your organisation.

List of default reports

- Accounts list
- Accounts summary
- Business units detail
- Identities list
- Orphan accounts v2
- Overview_Report
- Password Policies v2
- Risk report
- Types Accounts
- Workflow metrics
- businessRolesDetailed

Explanation of the tabs

- **Executed reports** : where reports are manually started, executed or scheduled, also you can query the last executions.

Image

Search in Soffid...

Main Menu > Monitoring and reporting > Reports

Executed reports | Scheduled reports | Report definitions

Add new

<input type="checkbox"/>	Report	Date
<input type="checkbox"/>	Business units detail [PDF] [XML] [HTML] [CSV] [XLS]	28/09/2025 12:11
<input type="checkbox"/>	Accounts summary [PDF] [XML] [HTML] [CSV] [XLS]	28/09/2025 12:11
<input type="checkbox"/>	Accounts list [PDF] [XML] [HTML] [CSV] [XLS]	28/09/2025 12:10

Displayed rows: 3

Execute a new report

Select a report to execute | Enter report parameters | Schedule report execution | Finish

Report ^

- Accounts list
- Accounts summary
- Business units detail
- Identities list
- Orphan accounts v2
- Overview_Report
- Password Policies v2
- Risk report
- Types Accounts
- Workflow metrics

Displayed rows: 11

Undo Next

Displayed rows: 0

- **Scheduled reports** : wherescheduled reports are listed.

Image

Add new

<input type="checkbox"/>	Report ^	
<input type="checkbox"/>	Business units detail	

Business units detail

Expand all Collapse all

▼ Schedule execution

Schedule name: * Hour *

Month * Minute *

Day * Day of week *

▼ Parameters

Parameter	Value
P_GRUDESCRI	

▼ Access Control List

Access Control List

Cancel Accept

- **Report definitions** : where you can update the configuration of a report, upload a new definition version or upload a new report.

Image



<input type="checkbox"/>	Report ^	Author:	Date
<input type="checkbox"/>	Accounts list		24/09/2025 19:12
<input type="checkbox"/>	Accounts summary		24/09/2025 19:12
<input type="checkbox"/>	Business units detail		24/09/2025 19:12
<input type="checkbox"/>	Identities list		24/09/2025 19:12
<input type="checkbox"/>	Orphan accounts v2		24/09/2025 19:12
<input type="checkbox"/>	Overview_Report		24/09/2025 19:12
<input type="checkbox"/>	Password Policies v2		24/09/2025 19:12
<input type="checkbox"/>	Risk report		24/09/2025 19:12
<input type="checkbox"/>	Types Accounts		24/09/2025 19:12
<input type="checkbox"/>	Workflow metrics		24/09/2025 19:12
<input type="checkbox"/>	businessRolesDetailed		24/09/2025 19:12

Displayed rows: 1

Accounts list

1 out of 11 < >

Expand all Collapse all 08

Report Report: Accounts list Default format: [dropdown]

Parameters

Parameter	Description	Type

Access Control List Access Control List [input]

Cancel Accept

Screen overview

Search in Soffid...

Main Menu > Monitoring and reporting > Reports

Executed reports | Scheduled reports | Report definitions

Add new

Report	Date
<input type="checkbox"/> Business units detail [PDF] [XML] [HTML] [CSV] [XLS]	28/09/2025 12:11
<input type="checkbox"/> Accounts summary [PDF] [XML] [HTML] [CSV] [XLS]	28/09/2025 12:11
<input type="checkbox"/> Accounts list [PDF] [XML] [HTML] [CSV] [XLS]	28/09/2025 12:10

Displayed rows: 3

Execute a new report

Select a report to execute | Enter report parameters | Schedule report execution | Finish

Report ^

- Accounts list
- Accounts summary
- Business units detail
- Identities list
- Orphan accounts v2
- Overview_Report
- Password Policies v2
- Risk report
- Types Accounts
- Workflow metrics

Displayed rows: 11

Undo Next

Displayed rows: 0

Related objects

- Reports : where jasper reports are managed
- Dashboard editor : to create and manage dashboards
- Chart editor : to manage charts to be used in the dashboard editor
- Dataset editor : to manage datasets to be used in the chart editor

- **Dashboards** : where the dashboards created in the dashboard editor are displayed

Standard attributes

- **Report**: report.
- **Date**: date of execution of the report.

Actions

Executed reports

Table actions

Add new	Allows you to start a new report execution
Delete report	Allows you to delete all reports selected with the checkbox in the first column
[PDF] [XML] [HTML] [CSV] [XLS]	By clicking on one of these options, you can download the file in the format you have selected.

Popup actions

Undo	Allows you to cancel the execution
Next	Allows you to continue to the next step
"Execute now"	Allows you to execute the reports at the moment
"Schedule execution"	Allows you to schedule the execution of the report
Finish	Finish the execution process popup

Scheduled reports

Table actions

Add new	Allows you to start a new report execution
----------------	--

Delete report	Allows you to delete all reports selected with the checkbox in the first column
"Edit scheduled report"	<p>When you select a report, a pop-up window will open with the planning information so that you can view or modify it.</p> <p>The "Schedule execution" section is the same as that used in the Scheduled tasks screen.</p> <p>With the "Access control list", you can specify which users can view this report.</p> <div data-bbox="810 517 1485 943" data-label="Image"> </div>

Popup actions

Undo	Allows you to cancel the execution
Next	Allows you to continue to the next step
"Execute now"	Allows you to execute the reports at the moment
"Schedule execution"	Allows you to schedule the execution of the report
Finish	Finish the execution process popup

Report definitions

Table actions

Download iReport component	<p>Allows you to download the ireport-addon.jar.</p> <p>That add-on will be customized and added to the iReport designer to design your owns reports. You can visit the How to start Reporting in Soffid page.</p>
-----------------------------------	--

Upload	<p>Allows you to upload a designed report with iReport tool. You can upload default jasper files or customized jasper files as well.</p> <p>First of all, you need to click the Upload option by clicking in the "Three points" icon. Then Soffid will display a window to pick up the new report (a .jasper file).</p>
"Edit report definition"	<p>When you select a report, a pop-up window will open with the report definition so that you can view or modify it.</p>

You can download the **iReport** designer from [sourceforge](#).

Revision #3

Created 28 September 2025 09:56:07 by Sion Vives

Updated 30 September 2025 13:57:58 by Sion Vives