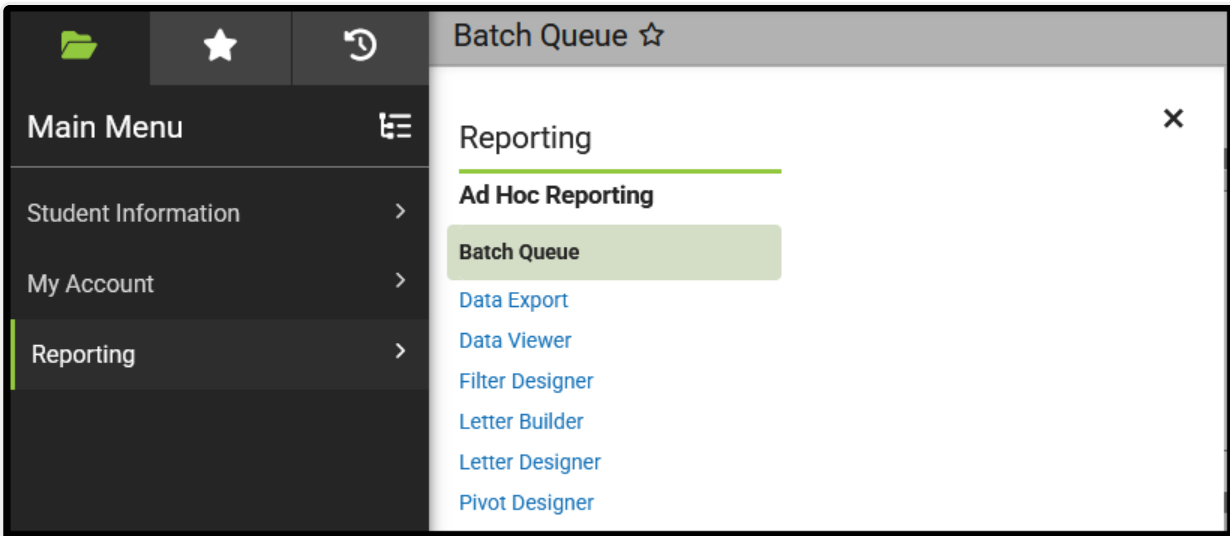# Ad hoc Reporting User Group

Last Modified on 03/28/2025 1:32 pm CDT

The following are suggested tool rights for users who need access to Ad hoc Reporting tools to generate reports from Ad hoc filters. Your staff may need more tool rights or less tool rights depending on their actual job duties. Start with this list and modify rights to meet your school or district needs.

Reporting

Reporting Access for Ad hoc Reporting Users

At least Read rights are needed to the following areas for Ad hoc Reporting tools, namely the Filter Designer, to function properly:

- Student Information > General
- Census > People
- Scheduling & Courses > Courses

Ad hoc Reporting

▶ Click here to expand...

Tool	Read	Write	Add	Delete
Batch Queue	X	X		X
Data Export	X	X	X	X

Tool	Read	Write	Add	Delete
Data Warehouse: Allow list data as source	X			
Data Viewer	X	X	X	X
Filter Designer	X	X	X	X
Data Warehouse: Allow list data as source	X			
Pass-through SQL FIlters	X	X	X	X
Query Wizard Filters	X	X	X	X
Selection Editor Filters	X	X	X	X
User Group Filters	X	X	X	X
State Owned Filters	X	X	X	X
Export Filters	X	X	X	X
Letter Builder	X	X	X	X
Data Warehouse: Allow live data as source	X			
Letter Designer	X	X	X	X
User Group Formats	X			
Pivot Designer	X	X	X	X
Group Rights	X			
Data Warehouse: Allow live data as source	X			

Additional Access Rights

General

For the following tool right, ALL is the only selection available.

Tool	All
Allow unfiltered search	X