# Employee Status - Employees

## Overview

This report area gives you the option to produce statistical evaluations of certain data on your staff and to obtain these in graphical form as well.

In contrast to the **Employee List**[1], the focus here is not on the data per employee, but on the distribution of certain specific values within your company, such as the age structure.

## Parameters

The parameters of this report are

- **Format**: Screen display, pdf, print, xls
- **Reference date**: The default setting is the current date, but future and past dates are also possible.
- **Variant**: by age, by type, by extent, by gender, and by status. (With Ctrl+Tab it is possible to have two or more variants evaluated in one report!)
- **Status**: Active, Terminated, Inactive (With Ctrl+Tab it is possible to have two or more variants evaluated in one report!)
- Search (text field for the optional entry of keywords such as employee or location names, prefilled by default with "Organizational unit, location or cost center")
- the **mandatory checkbox** for selecting loose groups and organizational units or, depending on the organizational structure, also cost centers and locations

## Report Output

The **data output in list form** differs depending on the variant selected.

### Age variant

- Gender
- Age groups, divided into 11 five-year steps
- Bar chart with the totals per decade or broken down by gender

The age data is maintained by entering the date of birth in the Person mask/Master data.[2]

### Type variant

- Workers or salaried employees
- Gender
- Pie charts with the overall values or broken down by gender

The data on the type of employment is maintained via the Person mask/Employment/Employment states[3].

### Extent variant

- Working time extent in percent, broken down in steps of ten
- Gender
- Pie charts with the overall values or broken down by gender

The data on the employment extent is maintained via the Person mask/Employment/Employment states[4]

### Gender variant

- Gender

- Pie chart on gender

The gender data is maintained by entering the gender in the Person mask/Master data.[5]

**Status variant**

- Active/Inactive/Terminated
- Gender
- Pie charts with the overall values or broken down by gender

The data on the type of employment is maintained in the Person mask/Employment/Employment states[6], or by recording terminations from the organization.

## Example

Here an evaluation of the employees by their type of employment was made.

1. https://extranet.workflow.at/daisy/personalwolke-default/9352-dsy.html
2. /daisy/webdesk-manual-en/7741-dsy.html
3. /daisy/webdesk-manual-en/8617-dsy.html
4. /daisy/webdesk-manual-en/8617-dsy.html
5. /daisy/webdesk-manual-en/7741-dsy.html
6. /daisy/webdesk-manual-en/8617-dsy.html