Transition from Adassist

At Advantage, we're committed to providing our clients with the best possible service and tools to drive workflow efficiencies. With this commitment in mind, we are making infrastructure improvements to increase performance and reporting capabilities and will be transitioning clients from the legacy Adassist platform.

End of Support for Adassist - September 9, 2024

Effective September 9th, Advantage will no longer support Adassist. This means from that date forward, it will not be possible to access previously generated reports through Adassist.

Why Is This Change Happening?

Adassist relies on legacy technologies that Microsoft has ceased to update, making it increasingly challenging for us to maintain the high standard of service you should expect. In light of this, we have made the decision to discontinue Adassist reporting.

Next Steps for Adassist Users

- For Non-Adassist Users: there's no action required.
- For Current Adassist Users: We understand the need for seamless and effective reporting for your advertising campaigns. Please explore this comprehensive library to find the reports you need. Our team is available to assist with your transition ensuring minimal disruption to your operations.

Please note that moving forward, report requests submitted will be reviewed based on the order received.

NOTE: Ensure you're not missing any reports by going to the security ➜ "module access", navigating to each category section, and unblocking any reports you want to access.

Support and Questions
We're here to help. If you have any questions or need assistance with transitioning to our new reporting tools, contact our support team at softwaresupport@gotoadvantage.com or 877-443-3311.

Thank you for your understanding and cooperation. We look forward to continuing to support your needs with our suite of modern, efficient tools.

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| ADVANTAGE

Accounting Reports

● In progress   ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
1099 Reports	Finance & Accounting	1099 Processing	NA	Accounts Payable Invoice Detail Payments
AP Detail By Account Code	Finance & accounting	Accounts Payable data entry/Export icon	NA	Accounts Payable Invoice Detail
Accounts Payable Posted to Clients	NA	NA	NA	Accounts Payable Invoice Detail
Accounts Payable Reports	Finance &Accounting	Accounts Payable Data Entry/Printer icon	NA	Accounts Payable Invoice Detail
Accounts Payable Reports	Finance &Accounting/Reports	Accounts Payable	NA	Accounts Payable Invoice Detail
Accounts Receivable Reports	Finance & Accounting/Reports	Accounts Receivable	NA	Accounts Receivable Balance By Client
Accrued Cost Of Sales	Finance & Accounting/Reports/Month End Reports (enhanced)	Accrued Liability 700 series (use pull down)	NA	Sales Journal Or Month End Accrued Libility
Accrued Liability Reports	Finance & Accounting/Reports/Month End Reports (enhanced)	Accrued Liability 700 Series (use pull down)	NA	Month End Accrued Liability
Advance Billing Reconcilation Report	NA	NA	NA	NA
Aged AR Statements and Reports	Finance & Accounting/Reports/Month End Reports (enhanced)	Accounts Receivable 600 Series (use pull down)	AR Statements	AR Open Aged
Campaign Budget Detail Reports	NA	NA	NA	Campaign or Campaign With Production and Media
Cash Disbursement Reports	Finance & Accounting/Reports/Accounts Payable Reports	Check Register	NA	Check Register
Cash Reports (period and Date Options)	Finance & Accounting/Reports/Bank Reports	Cash Receipts with Period and Date Options	NA	AR Payment History
Cash Reports by Date	Finance & Accounting/Reports	Cash Receipts	NA	AR Payment History
Cash Requirements Forecast	Finance & Accounting/Reports	Accounts Payable/Cash Requirements Report	NA	Accounts Payable Balance by Vendor
Check Backup Report	Finance & Accounting/ Checkwriting		NA	Check Register
Check Listing by AR Invoice	Finance & Accounting/Dashboards and Queries	Vendor AP Query	NA	Accounts Payable Invoice Detail
Check Register	Finance & Accounting/Reports	Check Register	NA	Check Register
Checkwriting Approval Report	Finance & Accounting/Reports/Accounts Payable Reports	Accounts Payable Paid by Client & AP Paid by client Expanded Qualified Amounts (use pull down)	NA	Accounts Payable Invoice Detail
Client Cash on Account Reports	Finance & Accounting/Reports/Accounts Receivable	include on account	NA	Accounts Receivable Balance By Client Or AR Open Aged
Client Cost by Vendor/Function	NA	NA	NA	Accounts Payable Invoice Detail
Client Credit Limit Report	NA	NA	NA	NA
Client Out-of Pocket	Finance & Accounting/Client OOP	Printer icon within Client OOP	NA	NA
Direct Expense Report	Finance & Accounting/Reports	Client PL	finance & accounting/dashboard/direct expense alert	Accounts Payable Invoice Detail

Accounting Reports (continued on page 2)

Accounting Reports (continued)   ● In progress   ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
EEOC Vendor Invoice Payment Status	NA	NA	NA	Vendor Spend with EEOC and Minority Status
Expense Reports	Employee/Expense Reports	Printer icon within the expense report	printer icon within the expense report	Expense Report and Approval
Income Only Report	Finance & Accounting/Reports/Income Only Reports	Income Only Reports - 4 Report options	NA	Income Only
Invoice Register	Finance & Accounting/Client Invoices	select Printing tab	NA	Sales Journal or Invoice Billed Backup
Invoices Paid by Client (Commission Report)	Finance and Accounting/Reports	Invoices Paid by Client, Commission, Compensation Basis by Client	NA	Accounts Payable Invoice Detail (calculated field)
Media Sales Reports	Finance and Accounting/Reports	Sales Journal	NA	Sales Journal
Open AP Aging	Finance & Accounting/Reports/Month End Reports (enhanced)	Accounts Payable 500 Series (use pull down)	NA	Accounts Payable Invoices with Balance Aging Or Month End Accounts Payable
Open AR Detail	Finance & Accounting/Reports/Month End Reports (enhanced)	Accounts Receivable 600 Series (use pull down)	NA	AR Open Aged
Outstanding Check Listing	Finance & Accounting/Reports	Check Register	NA	Check Register
Reconciliation-Accounts Payable	General Ledger/Exports	Gl Detail Query Export-selecting AP and Cash Accounts	NA	Accounts Payable Invoice Detail
Reconciliation-Accounts Receivable	General Ledger/Exports	GL Detail Query Export-selecting AR account	NA	AR Payment History
Reconciliation-Media Wip	General Ledger/Exports	GL Detail Query Export	NA	Month End Media Wip
Sales Journal (AR Date Option)	Finance & Accounting/Reports	Sales Journal	NA	Sales Journal
Sales Journal (with Deferred Sales)	Finance & Accounting/Reports	Sales Journal	NA	Sales Journal
Sales Tax Report (Prod. Only)	Finance & Accounting/Reports	Sales Journal version 05	NA	Sales Journal
Service Fee Jobs Report	NA	NA	NA	Service Fee
Unpaid Payables Paid by Cient	Finance & Accounting/Reports/Accounts Payable Reports	Accounts Payable Paid by Client & AP Paid by client Expanded Qualified Amounts (use pull down)	NA	Accounts Payable Invoice Detail
Vacation/Sick Time Report	Finance & Accounting, Dashboards/Queries	Vac/Sick Admin	Employee/ Dashboards either the Indirect Time (All) or (My)	Direct Indirect Time (filter column "Type" of Indrect)
Vendor Charges Report	NA	NA	NA	Accounts Payable Invoice Detail
Vendor Inv. By Client-Production	Finance & Accounting, Dashboards/Queries	Vendor AP Query	NA	Accounts Payable Invoice Detail
Work In Process-Media	Finance & Accounting/Reports/Month End Reports (enhanced)	Media Wip 300 Series (use pull down)	NA	Month End Media Wip
Work In Process-Media by GLXact	Finance & Accounting/Reports/Month End Reports (enhanced)	Media Wip 300 Series (use pull down)	NA	Month End Media Wip
Work In Process-Production	Finance & Accounting/Reports/Month End Reports (enhanced)	Production WIP 400 Series (use pull down)	NA	Month End Production Wip
Work in Process - Production #17	Finance & Accounting/Reports/Month End Reports (enchanced)	Production WIP 400 Series #412	NA	
Write-Off Report	NA	NA	NA	Job Write Off

Bank Reports
● In progress   ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
Bank Reconciliation Reports	Finance & Accounting/Reports/Bank Reports	Bank Reconciliation Summary and Detail by Bank/Statement date	NA	NA
Cash Receipts by Bank/Deposit Date	Finance & Accounting/Reports/Bank Reports	Cleared or Uncleared Cash Receipts by Bank/Deposit Date	NA	General Ledger Detail
Cash Transactions	General Ledger/Reports	General Ledger Reports Detail by Account Code	NA	General Ledger Detail or Cash Transactions
Check Register by Bank/Check Date	Finance & Accounting/Reports/Bank Reports	Cleared or Uncleared Check Register by Bank/Check Date	NA	Check Register
GL Cash Balance by Bank/Posting Period	General Ledger/Reports or Exports	Detail by account code or Gl Detail Query Export	Dashboard/Accounting-Cash Dashboard	General Ledger Detail
GL Cash Entries by Bank/Posting Period	Finance & Accounting/Reports/Bank Reports	General Ledger Cash Entries by Bank/Posting Period	NA	General Ledger Detail
Outstanding Items Listing	Finance & Accounting/Reports/Bank Reports	check Register-select uncleared	Uncleared Items Detail	Cash Transactions

Billing Reports
● In progress   ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
Advance Bill Pending (unbilled)	NA	NA	NA	Billing Worksheet Production
Advance Billing Export	NA	NA	NA	Job Detail Item
Billing Approval/Report Query	Billing/Reports	Billing Reports/Production Tab-05 Billing Approval Batch Report	Report within Billing Approval Batch	Billing Worksheet Production or Billing Approval
Billing Reports/Worksheets	Billing/Reports	Billing Reports/Production tab	NA	Billing Worksheet Production
Billing Reports by Promotion Code	NA	NA	NA	NA
Invoice Backup Reports-Media (v610+)	NA	NA	NA	Media Current Status
Media Billing Reports	Billing/Reports	Billing Reports/Media Tab	NA	Billing Worksheets Media
Media Billing Selection Reports	Billing/Reports	Billing Reports/Media Tab	NA	Billing Worksheets Media
Prod. Billing Report (Job Type/Account Nbr)	NA	NA	NA	Sales Journal
Prod. Billing Report (Job)	NA	NA	NA	Sales Journal
Prod. Billing Report (Job/AR Invoice)	Project Management/Reports	Job Status	NA	Sales Journal
Production and Media Billing	Project Management/Reports and/or Media/Reports	Job Detail Analysis and Media Current Status	Job Detail Analysis (production only)	Sales Journal, Job Detail Analysis, Media Current Status
Service Fee Billing Recap Report	NA	NA	NA	Billing Worksheet Production (filter by fee function)
Transfer Report	NA	NA	NA	Transfer

Employee Reports ● In progress   ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
Billable and Non Billable Time	NA	NA	NA	Direct Time or Direct Time with Employee Cost
Direct Time Activity Reports	Employee/Reports	Direct Time Activity Reports	Direct Time	Direct Time or Direct Time with Employee Cost
Direct Time Reports	Employee/Reports	Direct Time Activity Reports	Employee/Reports/Direct Time	Direct Time or Direct Time with Employee Cost
Direct time Tracking Reports	NA	NA	NA	Direct Time or Direct Time with Employee Cost
Direct/Non Direct Time Reports	Finance & Accounting/Reports/Employee Utilization	Employee Reports	Employee Reports	Direct Indirect Time or Direct Indirect time with Employee Cost
Employee Batch Report	Finance & Accounting/Imports/Employee Time	Time import batch report	NA	NA
Employee Hours Billed	Finance & Accounting/Reports/Employee Utilization	Employee Reports	Employee Utilization	Direct Time, Direct time with Employee Cost, or Sales Journal
Employee Hours By Employee	Finance & Accounting/Reports	Employee Utilization	Employee Utilization	Employee Utilization
Employee Preformance	NA	NA	NA	Employee Utilization
Employee Time Approval Report	NA	NA	NA	Employee Time Approval
Employee Time Billed Backup Reports	NA	NA	NA	Direct Time or Sales Journal
Employee Time by Job/Period	Project Management/Reports	Employee Time Management	Employee Utilization	Direct Time or Direct Time with Employee Cost
Employee Time Report without Cost info	Project Management/Reports/Job Status	Employee Reports	Employee Reports	Direct Time or Direct Indirect Time
Estimated vs Actual Time by Emp/Job	Project Management/Reports/Job Status	Employee Reports	Employee Reports	Estimated Detail Approved or Job Detail Item
Estimated Vs Actual Time by Supplier	Project Management/Reports/Job Status	Employee Reports	Employee Reports	Estimated Detail Approved or Job Detail Item
Missing Time Report	Employee/Reports/Missing Time Reports	Missing Time Reports several different versions	NA	Employee Time Approval
Non Prod Tme by Category	Finance & Accounting/Reports/Employee Utilization	Employee Reports	Employee/Reports/Indirect Time	Direct Indirect Time

Estimate Reports ● In progress ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
Estimate Report (Detail)	NA	NA	NA	Estimate Detail Approved
Estimates Approval Report	NA	NA	NA	Estimate Detail Approved
Estimates without Approval	NA	NA	NA	Estimate Detail Approved
Estimates without Jobs	NA	NA	NA	Estimate Detail Approved
Jobs W/O Estimates/Approved(By AE)	NA	NA	NA	Estimate Detail Approved
Jobs with Revised Estimates	NA	NA	NA	Estimate Detail Approved
Jobs without Estimates	Project Management/Reports/Job Status	Job Summary Report	Job Summary Report	Job Summary
Jobs without Estimates Exported with AE	Project Management/Reports/Job Status	Job Summary Report	Job Summary Report	Job Summary
Jobs without Estimates/Approved	NA	NA	NA	Job Summary
Request for Vendor Quote Reports	NA	NA	NA	NA

General Ledger Reports ● In progress ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
Cash Reconciliation	Finance & Accounting/Reports/Bank Reports	Cash Reconciliation Summary	NA	NA
Chart of Accounts by Office	General Ledger/Maintenance/Chart of Accounts	Chart of Accounts Maintenance, Export Icon	NA	GL Chart of Accounts
GL Cross Office Reports	General Ledger/Reports/General Ledger Reports	NA	NA	General Ledger Detail or General Ledger Reports
Trail Balance	General Ledger/Reports/General Ledger Reports	Trail balance	NA	General Ledger Report

Transition from Adassist

Job Reports   ● In progress   ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
Alert Report	NA	NA	Job Jacket, Alerts	Alerts, Alerts with Comments, or Alerts with Recipients
Campaign Analysis Report	Project Management/Reports	Job Status	Job Status	Campaign or Campaign With Production & Media
Campaign Job Listing	Project Management/Reports	Job Status	Job Status	Campaign or Campaign With Production & Media
Campaign Status Listing	NA	NA	NA	Campaign or Campaign With Production & Media
Job Activity (Estimate vs Billed)	Project Management/Reports	Job Status	Job Status	Estimated and Actual Income
Job Ad Number Status Report	NA	NA	NA	NA
Job billing and Payment History	Project Management/Reports	Job Detail Analysis v 11	Job Detail Analysis V 11	Job Detail
Job Detail Analyisis Report	Project Management/Reports	Job Detail Analysis	Job Detail Analysis	Job Detail & Job Detail Item
Job Detail Estimate/Actual Cost Report	Project Management/Reports	Job Detail Analysis	Job Detail Analysis	Estimated and Actual Income
Job History (closed/Archive Jobs)	Project Management/Reports	Job Detail Analysis	Job Detail Analysis	Job Summary or Job Detail
Job Hours and Charges	Project Management/Reports	Job Detail Analysis	Job Detail Analysis	Job Detail Item
Job List by Sales Class (All Jobs)	Project Management/Reports	Job Status	Job Status	Job Summary or Job Detail
Job List by Sales Class (open jobs)	Project Management/Reports	Job Status	Job Status	Job Summary or Job Detail
Job Numeric Listing	Project Management/Reports	Jobs	Open Jobs	Job Summary or Job Detail
Job Order/Job Jacket Reports	Project Management/Reports	Job Order Form	Forms	NA
Job Pct Complete Based on Estimate	NA	NA	NA	Estimated and Actual Income
Job Proc. Control -All Sorted by Job	Project Managements/Reports	Job Status	Job Status	Job Summary or Job Detail
Job Proc. Control Closed/Archive	Project Managements/Reports	Job Status	Job Status	Job Summary or Job Detail
Job Proc. Control (all Jobs)	Project Managements/Reports	Job Status	Job Status	Job Summary or Job Detail
Job Quote vs Actual Report	Project Management/Dashboard/Queries	Quote Vs Actual	QVA (all or my)	Estimated and Actual Income
Job Status Reports by Sales Class	Project Management/Reports	Job Status	Job Status	Job Detial or Job Summary
Job Status Reports	Project Management/Reports	Job Status	Job Status	Job Detail or Job Summary
Open Job List (by Client Ref.)	Project Management/Reports	Job Status	Job Status	Job Summary or Job Detail
Open Job List (by Client Ref.) LS	Project Management/Reports	Job Status	Job Status	Job Summary or Job Detail
Open Job List (Client PO)	Project Management/Reports	Job Status	Job Status	Job Summary or Job Detail
Open Job List (Client/Job Complexity)	Project Management/Reports	Job Status	Job Status	Job Summary or Job Detail
Open Job List (First Use Date)	Project Management/Reports	Job Status	Job Status	Job Summary or Job Detail
Open Job List (Job Status)	Project Management/Reports	Jobs	Job Status	Job Summary or Job Detail
Open Job List (Traffic Status)	Project Managements/Reports	Job Status	Job Status	Job Summary or Job Detail
Open Job List (NB. AB, Hold)	Project Managements/Reports	Job Status	Job Status	Job Summary or Job Detail
Percent of Actual to Estimate	NA	NA	NA	Estimated and Actual Income
Production Job Status	Project Managements/Reports	Job Status	Job Status	Job Summary or Job Detail
Ship List/Destination by Campaign	NA	NA	NA	NA

Transition from Adassist

Management Reports   ● In progress   ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
Client Profit & Loss Reports	Finance and Accounting/Reports Client P&L	Client P&L	NA	Client PL/Client PL Detial
Client Time Analysis	Finance & Accounting/Reports	Employee Time Management	Dashboard/Client Time Analysis	Direct Time or Direct Time with Employee Cost
Client Time Analysis (No Cost)	Finance & Accounting/Reports	Employee Time Management	Dashboard/Client Time Analysis	Direct Time
Direct Service Cost by Client	Finance & Accounting/Reports	Employee Time Management	NA	Direct Time with Employee Cost
Direct Time Activity	Employee/Reports	Direct Time Reports	Direct Time	Direct Time or Direct Time with Employee Cost
Employee Billing and Cost Rate Listing	NA	NA	NA	Employees
Employee Hours Billed with Cost	Finance and Accounting/Reports	Employee Time Management	Direct Time	Direct Time with Employee Cost
Employee Indirect Time Accrual Report	NA	NA	NA	Direct Indirect Time with Employee Cost
Employee Profitability Reports	Finance And Accounting/Reports	Employee Utilization	Employee Utilization	Direct Time with Employee Cost
Employee Time Analysis -Client	Finance & Accounting/Reports	Employee Time Management	Dashboard/Client Time Analysis	Direct Time or Direct Time with Employee Cost
Employee Time Analysis -Adjusted	Finance & Accounting/Reports	Employee Time Management	Dashboards/Employee Utilization	Direct Indirect Time or Direct Indirect Time with Employee Cost
Employee Time Analysis -Adjusted (no Cost)	Finance & Accounting/Reports	Employee Time Management	Dashboards/Employee Utilization	Direct Indirect Time
Fee Analysis Report	Finance & Accounting	Service Fee Reconciliation	Dashboards/Service Fees (All or My)	Service Fee
Gross Income/Reveune Reports	Finance & Accounting/Reports	Client PL (gross income versions)	Dashboards/Gross Income (All or My)	Client PL/Client PL Detail
Gross Income Reports (Job)	NA	NA	NA	Client PL/Client PL Detail
Income Analysis by Client by Job	Finance & Accounting/Reports/Management Reports	Income Analysis by Client by Job	NA	Direct Indirect Time with Employee Cost
Intercompany Labor Report	Finance & Accounting/Reports/Intercompany Labor Reports	12 different report categories to choose from	NA	Direct Indirect Time with Employee Cost
Job Profitability Reports	Finance & Accounting/Reports	Client PL version 50-52	NA	Client PL/Client PL Detail
Team Profitability	NA	NA	NA	NA

Transition from Adassist

Media Reports   ● In progress   ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
Internet Campaign Report	Media/Media Manager	Media Manager	NA	Media Current Status or Campaign With Production & Media
Magazine Schedule	NA	NA	Media Calendar	Media Current Status Pivot Dashboard
Media Activity Report	Media/Reports/Media Current Status	Media Current Status version 08-Media Activity Summary by type	NA	Media Current Status Summary
Media Cash/Trade Recap (Print)	NA	Na	NA	NA
Media Import Reports	Media/Media Manager	Media Manager Export	NA	Media Current Status Summary
Media Orders Reports (Current Status)	Media/Reports/Media Current Status	Media Current Status	NA	Media Current Status Summary
Media Order Billing Status (Print)	Media/Media Manager	Media Manager Export	NA	Media Current Status Summary
Meida Orders by Material Date	Media/Media Manager	Media Manager Export	NA	Media Current Status Summary
Media Request/Estiamte Reports	Media/Media Manager	Media Manager Export	NA	Media Current Status Summary
Order List Numeric	Media Reports/Media Current Status	Meida Current Status	NA	Media Current Status Summary
Orders Closed/Reconciled List	Media/Media Manager	Media Manager, filter to closed processing control	NA	Media Current Status Summary

Miscellaneous Reports   ● In progress   ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
Approved Vendor Report	NA	NA	NA	Vendors
Billing rate/Flag Maintenance Report	Maintenance/Billing/Rate Flag Structure/Entry	Rate Flag Structure/Entry Mainteannce, Export Icon	NA	NA
Billing Selected by User ID	Billing/Reports	Billing Reports media and Production tab "Billing Batch ID"	NA	Billing Worksheet Media/Billing Worksheet Production
Client Name/Address	Maintenance/Client/Client	Client Maintenance/Printer Icon	Client Maintenance	Client
Client/Div/Prd AE Status Reports	Maintenance/Client/AE Client Manager	Export Icon	NA	NA
Client/Div/Prd Contact Report	Maintenance/Client/Client Contacts	Client Contacts Maintenance, Export Icon	NA	Client Contact
Client/Div/Prd Listing with Prod Defaults	Maintenance/Client	Select Product tab and select Print	NA	Product
Client/Div/Prod Listing	Maintenance/Client	select one client at a time, select division/product tab, click print	NA	Product
Employee Billing Rate Listing	Maintenance/Billing/Rate Flag Structure/Entry	Rate Flag Structure/Entry Mainteannce, filter to all that include "Employee" and export	NA	Employees
Employee Email Group Listing	Advantage Or Webvantage/Maintenance/Project Management	Alert Groups, cilck Export icon	View, no report	Employees
Employee Terminated Report	Maintenance/Accounting/Employee	Employee Maintenance, Printer icon, far right panel filter to "Terminated" (Yes)	NA	Employees

Miscelllaneous Reports (continued on page 10)

Miscellaneous Reports (continued) ● In progress   ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
Function List	Maintenance/Accounting/Function	Function Maintenance, Export Icon	NA	NA
Job Type Listing	Maintenance/Project Management/Job Type	Job Type Maintenance, Export Icon	Job Type	NA
Market Listing	Maintenance/Media/Media Market	Media Market Maintenance, Export Icon	NA	NA
Product Listing by Sort Key	NA	NA	NA	Product
Product Listing by UDFs	NA	NA	NA	Product
Reports Listing	Adassist specific report listing report	NA	NA	NA
Sales Class Format Listing	Maintenance/Project Management/Sales Class Format	Sales Class Format Maintenance, Export Icon	NA	NA
Timesheet Employee Funciton Listing	NA	NA	NA	Security Time User Functions
Timesheet Form	NA	NA	NA	NA
Vendor Listings	Maintenance/Accounting/Vendor	VendorMaintenance, printer icon	NA	Vendors

Purchase Order Reports ● In progress   ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
Purchase Order Reports	Project Management/Reports	Purchase Order Reports	NA	Job Purchase Order or Open Purchase Order Detail
Purchase Order Reports w/o Approved Quotes	NA	NA	NA	Job Purchase Order or Open Purchase Order Detail
Work Complete Report	Project Management/Reports	Purchase Order Reports	NA	Open Purchase Order Detail ("Work Complete" column)

Queries ● In progress   ● No corresponding report

Adassist Report Name	Advantage/Webvantage Report Location	Advantage Report Name	Webvantage Report Name	Dynamic/Advance Report Writer Dataset
Check Register Export	Finance & Accounting/Exports	Check Register Export	NA	Check Register
Employee Time Query for Export	NA	NA	NA	Direct Time dataset, dashboard
Employee Timesheet Function Export	NA	NA	NA	Security Time User Functions
GL Entry Query	General Ledger/Exports	GL Detail Query Export	NA	General Ledger Detail
Out of Pocket (AP/IO) Query for Export	NA	NA	NA	Job Detail Item
Purchase Orders (Client)	Project Management/Dashboard/Queries	Purchase Orders	NA	Job Purchase Order