



Training Compliance Reporting

Uncover opportunities to improve your training program and team performance.

Many crucial decisions you make as a training admin require information and data from your LMS. That's why Training in PerformanceHQ includes comprehensive reporting that drills into compliance, completions, and remediation so you can make sound decisions about training your onsite teams. Present your training compliance data in professional-looking reports to your stakeholders with our PDF export option.



Mitigate Risk



**Research
Compliance Data**



**Review Failures &
Automated Assignments**



**Make Better
Decisions**

Comprehensive Reporting at Your Fingertips

When it comes to analyzing performance, we've got you covered.

Compliance Super Star Report

Keep track of your employees with 100% course compliance. This is the perfect report to acknowledge employees and build a culture of encouragement and celebration.

Exception Report

Find any overdue courses along with information on how late the assignment is. By using filters for groups and courses, you can narrow down your search to the exact information you need.

Historical Compliance Reports

View training completions by company and location over time to see how your efforts are affecting compliance. Using this report, you can celebrate team wins and remedy any locations and regions that are not meeting company standards.

Remediation Report

Review failed courses to ensure your employees receive the training support they need. With filters for course type, time frame, and group, you can uncover any areas of weakness and create a plan for action.

Admin Quick Reports

- Company Location List
- Email Logs
- Employee Information by Group
- Employee List with Permissions
- Group List
- Historical Company Compliance
- Individual/Special Assignment Report
- Instructor List
- Learning Object Compliance
- Learning Object Global Assignment Settings
- Survey Details
- Position Compliance Details
- Position Compliance Summary
- Question-Answer Details
- Report Distribution Summary
- Survey Results
- Training Assignment by Group
- Training Assignment by Location
- Training Assignment by Position
- Training Location List
- Zero Course Assignments Report

Quick Reports

- All-Inclusive Training Assignments
- Award Completion Summary
- Employee Average Scores
- Employee Compliance Summary
- Employee Last Login
- Exclusions Report
- Group Performance Report
- Historical Employee Compliance
- ILT Assigned, Non-Enrolled Employees
- Instructor-Led Training Completions
- Instructor-Led Training Details
- Library Progress
- Location Average Scores
- Location Compliance
- Online Course Completions
- Other Training Record
- Super Star Report
- Training Assignment Report
- Training Completion Summary
- Training Hours Report
- Training Performance Report
- Training Schedule
- Virtual Classroom Attendees