



## Enquiry Scheduler



The Enquiry Scheduler enables your business to run extensive and detailed reports outside of business hours to ensure they do not impede the everyday running of your business.

### OVERVIEW

EMiR helps you to manage all aspects of your business and has a suite of over 100 Reports and Enquiries to help you understand what is really happening and how you can improve your process and throughput. There are certain reports for each department, that are essential to the everyday running of the business and depending on the level of information required, can take a while to run and compile the detailed information you need.

Several staff members could need to run the report and see the info too, so there can be considerable time spent running and compiling key reports. In addition, to the alerting and reporting already provided by **Task Centre**, the **Enquiry Scheduler** allows you to schedule an EMiR enquiry to run, out of hours, or at any time, as often as you need, and the data is then waiting for users when they arrive or need it!

There is no need for users to spend time running reports when the data is produced and waiting every day for those users to find. This is particularly useful if you have custom **Dashboards** or other charting metrics that need data to be provided from EMiR at the same time or interval, so they can reflect the latest data throughout the day. So, the **Enquiry Scheduler** provides key data updates with no need for staff intervention. Any existing EMiR enquiry can be configured and added to the **Enquiry Scheduler**, for a small development fee, and you can set the frequency of data refresh as often as you need!

#### There are certain reports, for example:

These reports may be needed by several staff members and **Enquiry Scheduler** will save considerable time running and compiling this key information.

All required reports are compiled and produced to a required schedule which means that there is no user interaction to generate the information.

This is particularly useful if you have custom **Dashboards** or other charting metrics that need to be provided on a regular basis.

Any existing EMiR enquiry can be configured and added to the **Enquiry Scheduler**, along with the frequency of the data refresh that is required.

- Work in Progress
- Active Jobs
- Revenue Analysis
- Jobs Completed
- Invoiced Jobs Enquiry
- Outstanding Invoices



“ At WGM we have created some very useful Power Bi **Dashboards** that help us to manage our large and complex projects. With EMiR as our primary source of job management data, we require the data from EMiR to publish the key metrics and values that our project managers and staff need to check on all work in progress. The EMiR **Enquiry Scheduler** allows us to schedule key data to be delivered to our **Dashboards** without the need for anyone to run reports or enquiries and we simply arrive each morning to the latest picture of activity in our **Dashboards**.

Michelle Ross  
Business Analyst, WGM Engineering Ltd.



## Enquiry Scheduler has many useful features to help deliver real benefits to your business:

### FEATURES & BENEFITS

- The **Enquiry Scheduler** allows you to run key reports and enquiries with the data saved to a suitable Excel file or PDF output, ready for you to access when you need it.
- Schedule enquiries to be run out of hours or several times a day, without the need for anyone to spend time running the reports.
- Add any existing EMiR Enquiries to the Scheduler.
- Ideal for providing key data, saved to chosen locations, for connection to your own Graphical interface or **Dashboards**.
- The **Enquiry Scheduler** is a simple installation handled by our support team.
- Free your staff from running key reports every day.

