



WebTrieve™ – Results Tracker

Also available as a [video tutorial here](#)

Step 1:
From the ALSolutions home page a snapshot of recent results can be viewed.

Left click on the desired time frame.

Navigation menu: Consulting, Training, Auditing, **WebTrieve™**, Knowledge Base, Product Specification, Product Benchmarking

Announcements: ALSolutions Video tutorials on YouTube, 4 April 2017, ALSolutions goes live - check out our "How to" videos on YouTube. [Read Full Article]

Summary Table (3 Month):

Total No. of Results	25
OOS	2
NO SPEC	0
PASS *	21

Pie chart showing: 91% PASS *, 9% OOS

Step 2:
To enter Results Tracker
Left click on "Webtrieve, Results Tracker"

Navigation menu: Consulting, Training, Auditing, **WebTrieve™**, Knowledge Base, Product Specification, Product Benchmarking

Dropdown menu: Registration, **Results Tracker**, Dashboard, Preferences

Step 3:
Select the desired time frame

Results Tracker

You are currently viewing ALL results from the last 3 months.
17/01/17 - 16/04/17

Range: 3 Month [Apply Filters]

Callout: Apply filters as required, e.g. Product ID

Callout: Results are categorised in relation to their specifications

PASS *	21
WARNING	2
OOS	2
NO SPEC	0
TOTAL	25



Step 4: Viewing data.

Left click on the column heading to order the data

Left click, hold and drag the column heading to re-order the columns






Click the  to choose column headings

Table overflow: please scroll horizontally to view all of the data.

Indicates an Interim result.

25 Result Found. Viewing Result 1 - 25

Specs	Customer ID	Sample Description	Sample Details	Sample Date	Test Description	Results	Overall Description	Sample Number	Consignment	Certificate
Pass	AU_113408 - Production	PRODUCT C		13/03/17	Standard Plate Count cfu/g.	<10	Overall description for product C	FS1709998001	621689	 <input type="checkbox"/>
Pass	AU_113408 - Production	PRODUCT C		13/03/17	Yeast cfu/g.	<100	Overall description for product C	FS1709998001	621689	 <input type="checkbox"/>
Pass	AU_113408 - Production	PRODUCT C		13/03/17	Mould cfu/g.	<100	Overall description for product C	FS1709998001	621689	 <input type="checkbox"/>
Failed	AU_113408 - Production	PRODUCT A		13/03/17	Standard Plate Count cfu/g.	5000	Overall description for Product A	FS1709999001	621691	 <input type="checkbox"/>
Pass	AU_113408 - Production	PRODUCT A		13/03/17	Yeast cfu/n	<100	Overall description for Product	FS1709999001	621691	 <input type="checkbox"/>

Step 5: Left click on the category to filter data.

In this example only the OOS results are selected and viewed.

Results Tracker

Registration Tracker Dashboard My Account

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Range: 3 Month

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