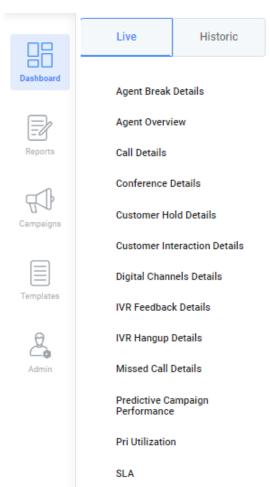


Introduction

Live Reports is a web-based tool that allows access to live data in the form of reports from anywhere. It provides access to the current day's data and analytics in the Live tab. The reports help to evaluate the live performance of contact center agents and supervisors, aiding in understanding performance over time and making informed decisions for the contact center.

Browsing the Menu in Live Reports

It is essential to know the significance of each option and where to go for the required reporting information. On the left side of the page, click on the dashboard tab and select the Live sub-tab to view the list of available reports.

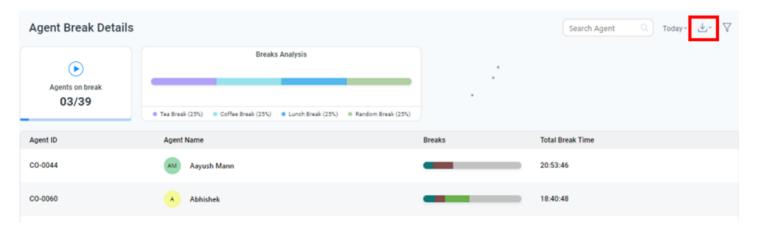


Agent Break Details

The Agent Break Details report displays an agent's break pattern, such as if they are taking too many breaks or exceeding the approved break duration. This report is useful

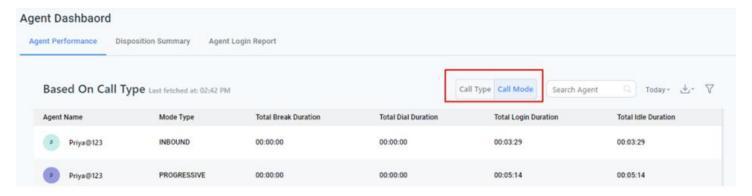


for supervisors and administrators to periodically review agent break times and evaluate their performance. The report can be easily obtained by clicking the download tab as shown below.



Agent Performance Report

The Agent Performance report displays real-time data but does not automatically refresh. An administrator can access the report by clicking on the "**Agent Performance**" tab in the Agent Dashboard. The report can be filtered by call type or call mode (Inbound, Manual, Outbound, Progressive) as shown below.



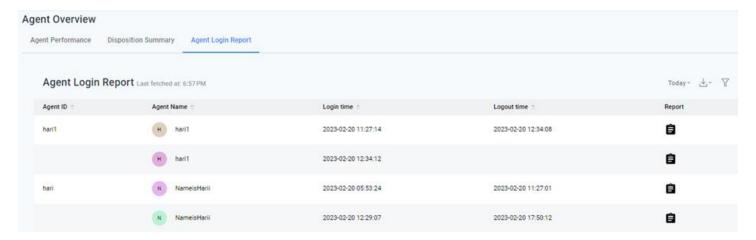
Disposition Summary Report

Administrators can click on the Agent Disposition summary (second tab on the left-hand side of the window) and the dashboard will fetch the Disposition Report Data from the database.



Agent Login Report

Administrators can click on the Agent Login Report (third tab on the left-hand side of the window). The Dashboard will fetch the Agent Login/Logout report data from the database.



Call Details Report

The Call Details report offers a comprehensive view of each call's metrics, including duration, campaign name, dynamic DID number, and more. It's intended for supervisors to track agent performance in the contact center. Generating the report allows supervisors to get a clearer picture of agent performance on calls and find ways to improve.

Utilize the **search** field at the top for quick access to specific data. You have the option to search using:

- Default View
 - o Caller ID
 - o Call ID
 - o UUI (Note: A maximum of 500 characters can be searched)



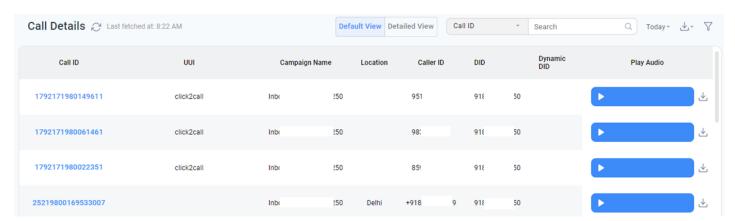
- Detailed View
 - o Call ID
 - o UCID
 - o Caller ID
 - o UUI (Note: A maximum of 500 characters can be searched)

Utilize the Date filter located next to the Search button to refine your data. You can filter data for:

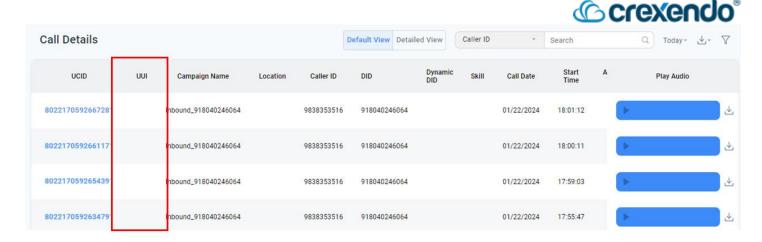
- Today (Specify the From time and To time for more precise filtering)
- Last 3 Days

Utilize the **Filter** option to refine your data. You can filter data by the following criteria:

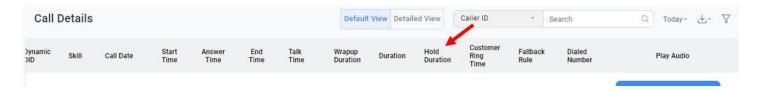
- Agent Name
- Campaign Name
- Location
- Phone Name
- Skill
- Transferred
- Call Event
- Call Type
- Status



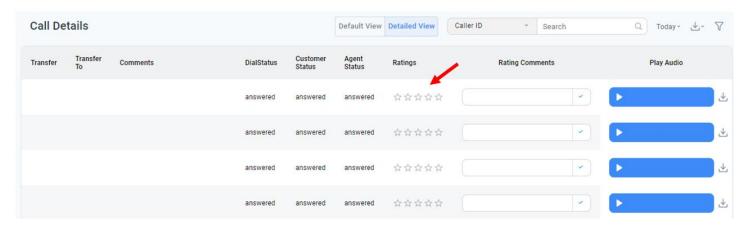
No information will automatically flow into the **UUI** column of the CDR Report by default i.e., there is no condition by default due to which information is pushed into the UUI field. Unless customers make use of some variables in the IVR to show up in the UUI column of the CDR Report based on the need.



You as an admin will be able to see the 'Hold Duration' parameter in the CDR to have a clear understanding of the call information. The **Hold Duration** parameter is the consolidated time for multiple hold times from multiple agents during the call duration for each call.



Admins can give ratings and add comments for calls within the detailed view of the live reports page. However, it's important to note that in the default view tab, users can only view ratings and comments without the option to edit them.



Conference Details

This report provides comprehensive analytics on conference calls that occurred on your account for the current day. It includes key information such as:

- Participant Name: The third person who joined the existing call
- **Duration:** The duration of the conference



- Start and End Time: When the conference began and ended
- Audio Recording: Available for detailed analysis

Additional information such as DID and UCID is also provided, offering a thorough overview of each conference call for better insights and analysis.



Customer Hold Details Report

This report monitors calls that are placed on hold during inbound or outbound interactions in a specific campaign and skill set within a contact center.

The purpose of the report is to gain an understanding of why calls are placed on hold and to measure the duration of these hold times as it affects customer satisfaction. Additionally, this report helps to evaluate the agents' knowledge and skill level in handling calls.

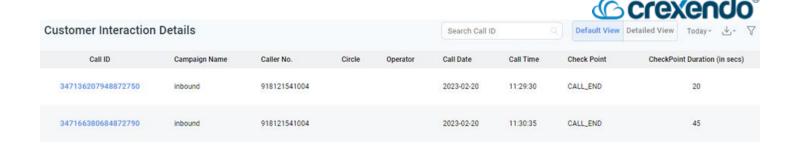
Immediate managers of contact center agents will find this report valuable in assessing the agent's knowledge and understanding of customer queries.



Customer Interaction Details Report

The Customer Interaction Details offers information about the customers' behavior and choices while interacting with the IVR system. The report tracks the points at which the customers navigate through the IVR menus and provides an understanding of their needs.

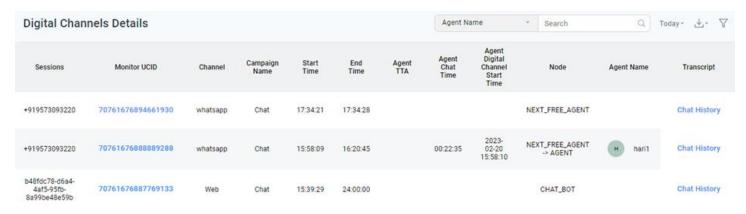
It enables contact center leaders and business professionals to enhance the IVR experience and increase customer satisfaction.



Digital Channels Details

The Digital Channel Details offers a complete overview of all chats and the associated metrics. It allows for online analysis of agent performance in the contact center based on various chat metrics.

This report is helpful for supervisors of inbound contact centers to monitor their agents' performance.



Transcript (Chat History)

- Messages are labeled by the sender (chatbot, agent, or customer) to clearly indicate who sent the message.
- The chat history is also accessible on the agent toolbar, under the Chat History page.

IVR Feedback Details Report

The IVR Feedback Details offers a way to assess customer satisfaction with the contact center by tracking feedback collected through the IVR system. By measuring the net



promoter score based on this data, contact center heads and business leaders can determine the overall level of customer satisfaction with the interaction.

This report is important in guiding efforts to improve customer service and create a positive customer experience.



IVR Hangup Details Report

The IVR Hangup Details offers an overview of inbound calls that were ended by customers before they were able to connect with an agent in the contact center. It records the number of calls in which customers failed to navigate the IVR to reach an agent. This data can be used to evaluate the ease of use of the IVR and determine areas for improvement.

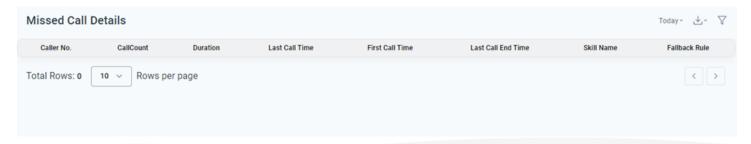
This report is useful for IVR developers, IT departments, and customer experience teams, as a high disconnect rate may indicate a requirement for adjustments to enhance the customer journey.



Missed Call Details Report

The Missed Call Report records the number of undisturbed or ignored calls in a contact center. It provides details on customer interactions that failed to result in a connection with an agent.

This report can be used to evaluate the call volume and aid contact centers in determining if they have adequate staffing and to guarantee that customer requirements are being fulfilled, and resources are properly allocated.





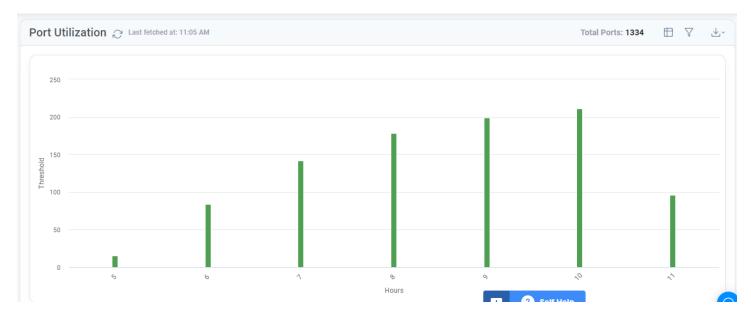
Predictive Campaign Performance Report

The Predictive Campaign Performance Report tracks the results of a predictive dialer and the handling of calls by agents in a contact center. It displays data such as the number of dialed calls, their handling status, and campaign specifics. This report can help managers evaluate the dialer's effectiveness and identify areas for improvement. It also provides valuable information for developers working to optimize the dialer. For instance, if the report shows a low rate of customer pickups, it may indicate the need for dialer reconfiguration to increase its efficiency.



PRI Utilization Report

The report provides insight into the number of channels being used and their effectiveness. It tracks the usage of ports for the number of calls received in the inbound contact center. This information allows the organization to manage the number of ports effectively, such as increasing or decreasing them based on call volume. This report can be useful for managers or supervisors to adjust the number of ports based on the call volumes.





SLA Report

The speed of the contact center's response to customer calls is evaluated in this report. To provide optimal customer experience, call response time standards are set by contact centers, e.g., answering 80% of calls within 15 secs or 95% within 10 secs. The report only shows the time taken by an agent to pick up the call, excluding the time in IVR. This can be customized to fit the contact center's needs.

Team leads and supervisors of inbound contact centers will benefit from this report, which can be viewed in graphical or tabular form by clicking a highlighted button.



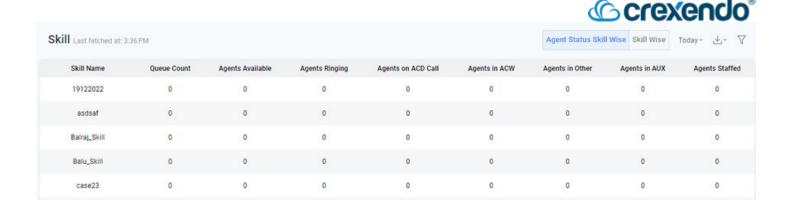
SMS Report

This report provides the status of all the SMSs received by a contact center including details such as the date and time received. It helps to track and manage SMS interactions with customers. Team leads and supervisors of contact centers use this report to generate the web view of the status of all the SMSs received in the contact center.



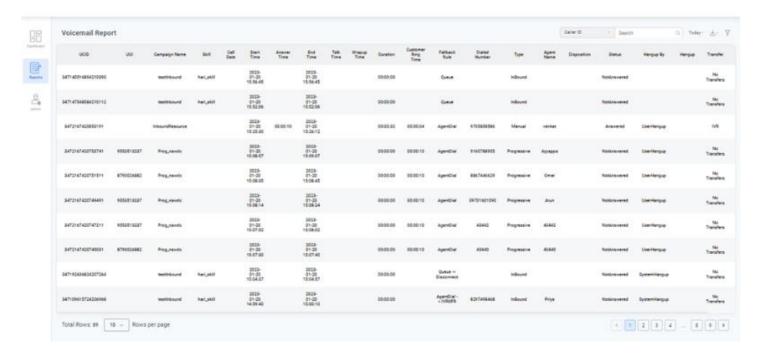
Skill Report

The Skill Distribution Report provides insight into the assignment of agents to specific skills within a contact center. This information allows administrators to evaluate the distribution of calls among skills and assess the adequacy of staffing. It also helps identify potential adjustments to agent assignments, as well as skill-specific staffing needs. Team leads or supervisors of inbound contact centers will find this report valuable.



Voicemail Report

This report provides a comprehensive analysis of all calls, including all relevant metrics for each call. This provides a real-time insight into the performance of agents in the contact center, based on all the available call metrics. Team leaders and supervisors in inbound contact centers can utilize this report to monitor the performance of their agents.



Port Utilization Report

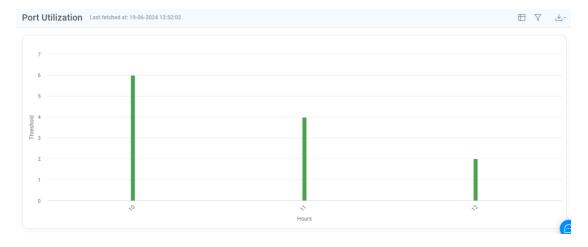
The port utilization report offers valuable insights into the utilization levels of network ports. It aids admins in monitoring and optimizing network performance by identifying potential bottlenecks, optimizing resource allocation, and planning for future capacity needs.

By reviewing and analyzing this report, you can:



- Identify the total number of ports assigned to your account.
- Identify and address network congestion
- Plan for capacity upgrades
- Optimize network resource allocation
- Ensure smooth and efficient operations

Additionally, the report allows data filtering by DIDs for more precise analysis.



Outbound WhatsApp Report

This report provides detailed insights into your outbound WhatsApp communications. To access a comprehensive overview of all outbound WhatsApp conversations with customers, follow these steps:

- 1. Log in to your admin account.
- 2. Navigate to the "**Reports**" section.
- 3. Select "Live."
- 4. Choose the "WhatsApp Outbound Report."

NOTE: This report currently shows both Live & Historical data.

