



SWIM WALES®
NOFIO CYMRU

Club Reports

User Guide

Club Reports

Club Reports

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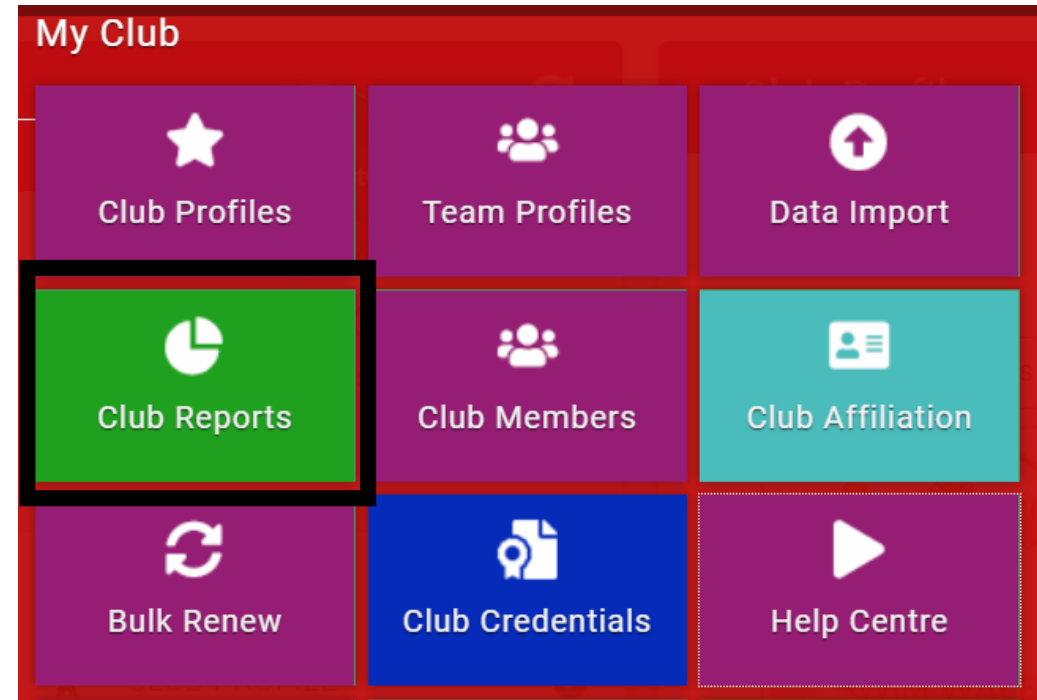
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Club Reports

Club Reports allows you to generate detailed reports on your club, based on various data, providing you with information to make informed decisions.

Accessing

You can access by selecting Menu, on the top left on your screen, followed by Club Reports.



Report Categories

There are a range of different report categories including; Credentials, Events, Finance, Members, Memberships and Teams.

Club Reports | Select a category from the below list to see the reports available for download. |

Standard Reports

Customer Reports

Categories

Credential & Qualifications

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Events

1

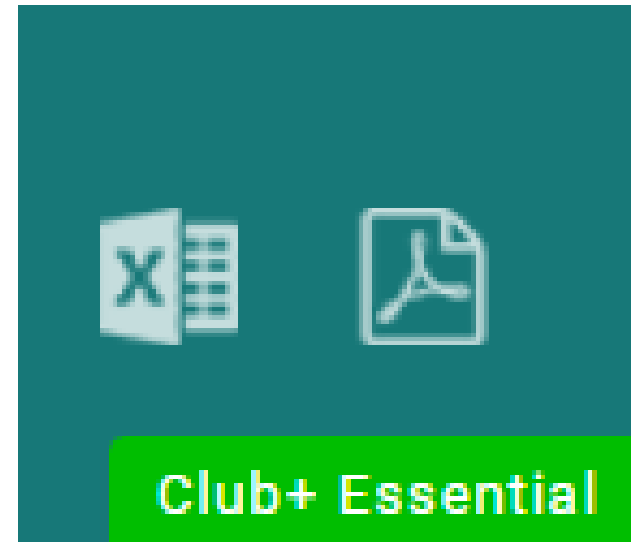
Finance

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Downloading Reports

All Reports can be downloaded as either a PDF or an Excel documents.

You download your chosen report, select either the Excel or PDF icon and the report will save in your downloads



Credentials

Club Members with Credentials

- Provides a list of all your members along with their credentials.



Standard Reports Customer Reports

Credential & Qualifications

[← Back to Report Categories](#)

Club Members with Credentials

Provides a list of all your club members along with associated credential information

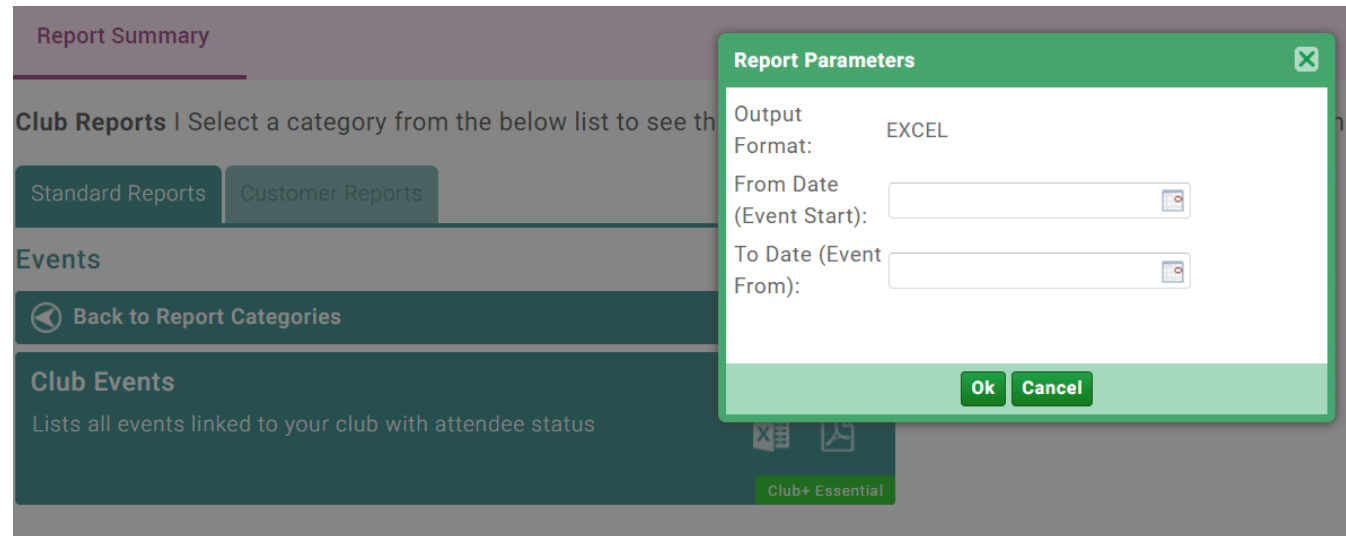
 

Club+ Essential

Events

Club Events

- Provides a list of all the events linked to your club along with their attendee status. You are able to tailor the report for particular dates based on events



Finance

All Payment details

- Provides a line level overview of payments received to the club, including a breakdown of the payee, payer and products bought

Payment Pay-out Summary

- Provides an overview of the pay-outs received to the club from all payments methods

All Payments Summary

- Provides an overview of payments received to the club

Members

Club Members

- Provides a list of all club members

Club Member Role Breakdown

- A list of all club members, with the ability to filter the report based on a particular role

Club Members

- All members in your club, including profile information, additional details, membership and additional club information.

Club Members (Active Only)

- All members in your club, including profile information, additional details, membership and additional club information.

Club Member Emergency Contact Details

- This export displays all club members along with each emergency contact

Membership

Club Members with all memberships

- Provides a list of all club members including past and present memberships

Club Member with Active Memberships

- A list displaying all active memberships along with a summary of member details

Teams

Club Teams

- A list of all club teams along with associated team members