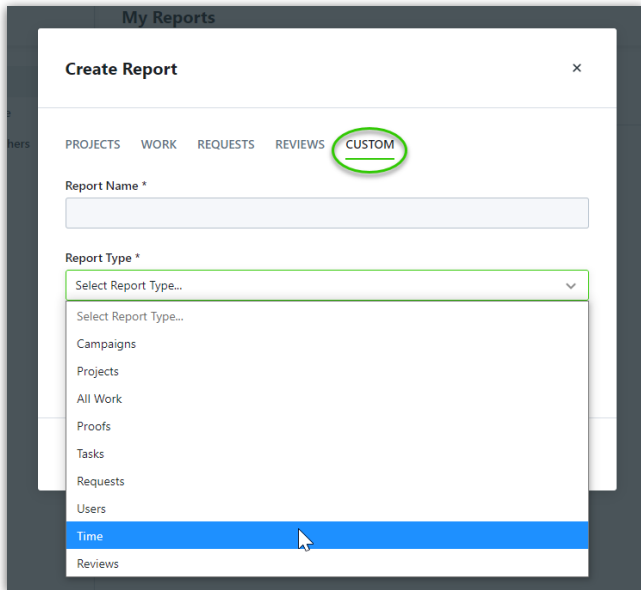# Time Report

Published on 10/14/2020

For teams using ignite's time tracking feature, the Time Report shows how much time users logged against tasks and proofs, allowing you to understand where your team's efforts are being spent. Include request information and custom field data for additional insights into how creative bandwidth has been consumed across the organization.

Time reports are only available to Business & Enterprise customers

To create a Time report, select **CUSTOM** and choose **Time** under **Report Type**.

Available Columns & Filters

	Available Columns	Available Filters
Archived Status		✔
Associated Work Type		✔
Campaign Name	✔	✔
Category	✔ (Selected By Default)	✔
Custom Fields	✔	✔
Date		✔
Date Worked	✔ (Selected By Default)	
Members		✔
Notes	✔ (Selected By Default)	
Project Name	✔ (Selected By Default)	✔

Request Type	Available Columns ✔	Available Filters ✔
Requester Name	✔	✔
Total Time Tracked	✔ (Selected By Default)	
Work Name	✔ (Selected By Default)	
Request Name	✔	
Request Status	✔	
Request Type	✔	✔
Requester Name	✔	✔