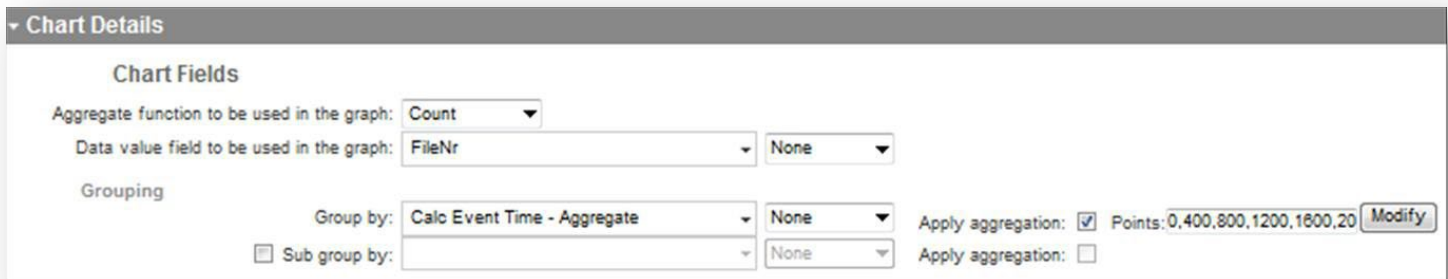


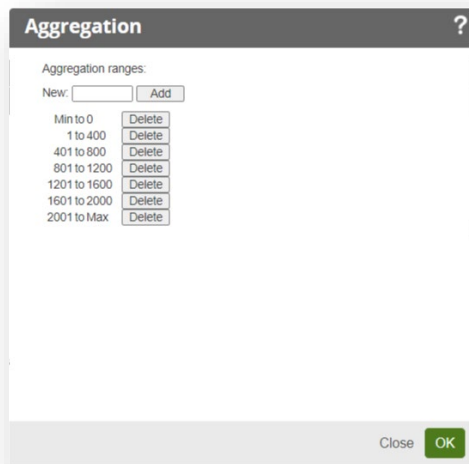
## Creating a Report with Defined/Aggregate Time Segments

To use the **Calc Event Time – Aggregate** function, do the following:

1. Open a new report
2. Select Bar Chart from the Report Type section
3. Select Count for “Aggregate function to be used in the graph” and FileNr for “Data value field to be used in the graph”
4. For Group by, select **Calc Event Time – Aggregate** and check off the “Apply aggregation” box

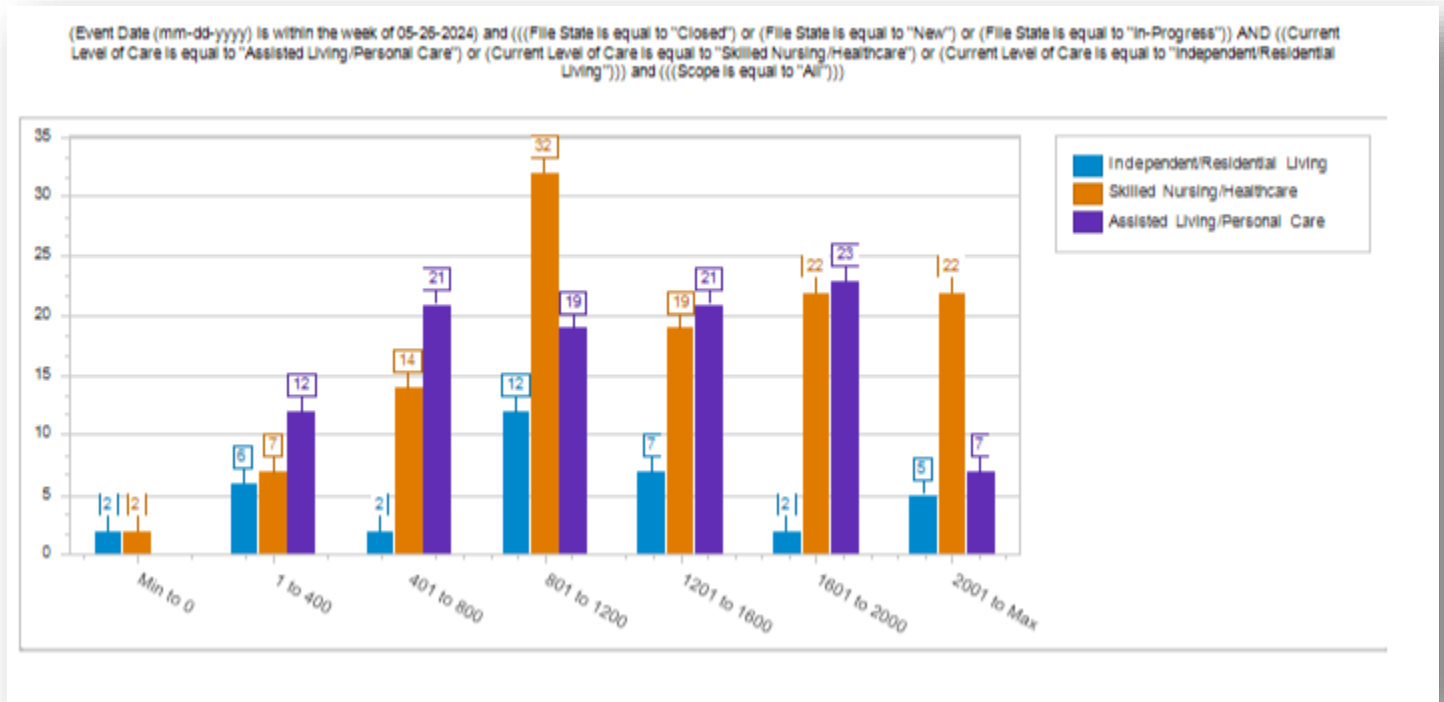


5. Click Modify and add your time segments
6. To add in time segments, enter the time without the “:” for example 04:00 would be 400
7. Add the time segments with the starting number, a comma, and the ending number in your time frame. For the purpose of this demo, start by entering 0,400. Then click Add. The Min to 0 Aggregation shows your unknown time falls (00:00 in PEER) and is automatically added.
8. Add the following points [400,800 ; 800,1200 ; 1200,1600 ; 1600,2000 ; 2000,2400]



9. Once you have established all your time aggregates/segments, click Ok
10. Finish defining your report by selecting the Date Range and setting your Conditions.
11. Run the report.

12. You can adjust the report parameters to reflect the information that you would like to see. The example below was created using the subgroup of Current level of Care



Please note: You can adjust the time increments to show other time increments, 2 hours, 8 hours, etc.