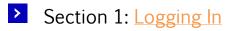
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F&FR SAP Portal Fitness Users

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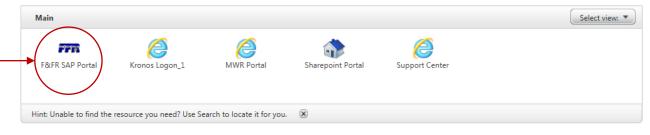
- Section 2: Landing Page
- Section 3: <u>N92 Program Reports</u>
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FOR ASSISTANCE PLEASE CONTACT: +1.877.788.0755 | DSN 882 6511 | SUPPORT@AIMSHELP.COM Section 1: Logging In

Log into Citrix at the URL below using your Citrix credentials: https://csg2.navyaims.net



Click the F&FR SAP Portal icon shown.



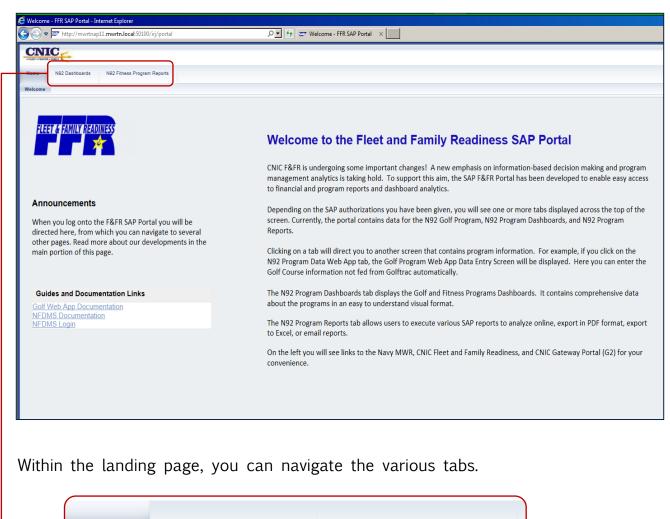
A new Internet Explorer window will open for the portal. Once loaded, enter your PR2 SAP credentials.

Commander, Navy Installations Command	F&FR SAP Portal	
	User * Password * Log On	
	Copyright © SAP AG. All Rights Reserved.	



Section 2: Landing Page

After entering your login information, you will be directed to the Portal Landing Page.



Home

N92 Dashboards

N92 Program Reports

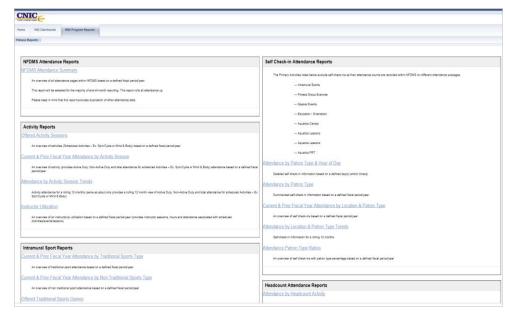


Section 3: N92 Program Reports

Click on the "N92 Program Reports" tab to be directed to the Fitness Reports tab, which contain all the Fitness reports, as shown below.

If your BP2 password is not the same as PR2 you might be prompted to enter in a password.

Note: this is your BP2, not PR2 password.



The reports are organized by area, and include a brief description of the report.

To run a report, click the report name link, and it will be launched in a new IE tab.

On the report variable selection screen, enter your selections to execute the report. Asterisks to the left of a field indicate an entry in the field is required. Once your selections have been entered, click OK button to execute the report.

Open New Report || Open Saved View || Save View || Variable Selection Screen || Send as Email || View as PDF || Export to Excel || Change Filters || Report Information || Attached Documents || Settings |

- Variable Selection Screen: This will allow you to return to the variable entry screen. Here, you can change your selection(s), and execute the report again.
- Send as Email: This will allow you to send the report output via email.
- View as PDF: This will allow you to view the report output as a PDF. From here, you can save the PDF to your computer.
- **Export to Excel:** This will allow you to export the report output as an Excel document. From here, you can save the spreadsheet to your computer.

To open a new report, close the tab you are on to return to the report selection screen.



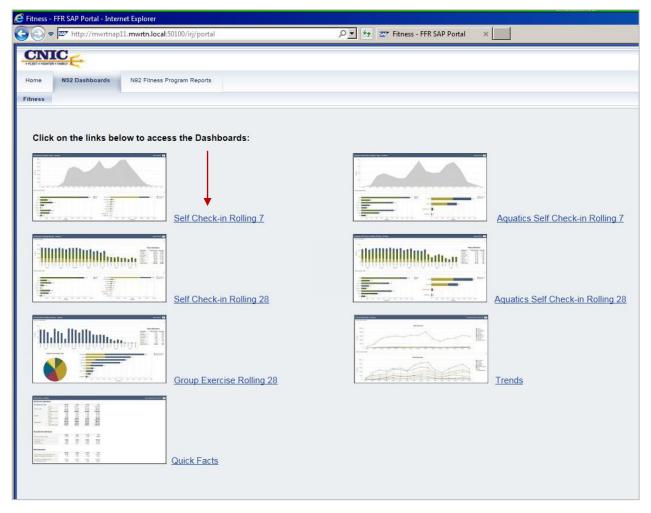
Section 4: N92 Dashboards

Click on the "N92 Dashboards" tab to be directed to the Fitness Dashboard tab, which contain all the Fitness analytics.

If your BP2 password is not the same as PR2 you might be prompted to enter in a password.

Note: this is your BP2 not PR2 password.

To run a dashboard, click the dashboard name link, and it will be launched in a new IE tab.



Once a dashboard has been selected, a variable selection screen will prompt you to enter your selections. This will execute the analytics and display the dynamic dashboard.

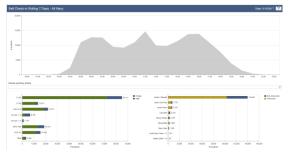
Asterisks to the left of a field indicate an entry in the field is required.

Once your selections have been entered, click the OK button to execute the dashboard.



Section 4: N92 Dashboards

Self Check-in Rolling 7 Days



Self Check-in Rolling 28 Days



Group Exercise Rolling 28 Days



Quick Facts

Fecility Center Ty	rpe	PMTD	MTD	PYTD	YTD
	E1-66	175,752	159,031	435,039	2,124,573
Filmess Center	ET-010	59,879	65,377	133,972	807,337
	Other	82,790	\$3,625	176,358	1,171,190
	Total Patron Count	218,291	388,033	745,568	4,500,100
	E1-E6	3,890	3,647	9,466	48,244
custics.	E7-010	3,610	3,040	7,413	39,802
ACCESSION OF A	Other	6,530	6,198	\$3,065	75,300
	Total Patron Count	54,837	11,800	29,964	109,349
	01-06	172,540	162,678	444,505	2,158,017
Grand Tabel	E7-010	63,498	68,417	141,388	847,138
A REAL PROPERTY	Other	88,290	88,818	189,643	1,306,493
	Total Patron Count	332,420	319,913	776,533	4,252,449
roup Exercise	Attendance				
		PMTD	MTD	PYTD	YTD
		PHITD 2,111	MTD 000	PYTD 5.003	¥TD 15.025
ession Occurrence		2,111	6,140	5,963	15,025
ssian Occurrence fail Pairon Count tive Duty		2,111 25,402 5,839	000 6,140 1,615	5.963 57,538 16.625	15,025 941,784 39,674
ssian Occurrence fail Pairon Count tive Duty		2,111	6,140	5,963	15,025
Iroup Exercise Session Occurrence Initial Patron Count Active Duty Nam Active Duty Ther Atlendance	Court	2,111 25,402 5,839	000 6,140 1,615	5.963 57,538 16.625	15,025 941,784 39,674
ession Occurrence stat Patron Count chine Duty lon-Active Duty ther Attendance	004FE	2,111 28,402 5,530 54,563 PMTD	000 6,140 1,075 4,525 MTD	5.000 57,508 16,526 41,112 PYTD	15.025 947,787 936,677 932,077
ession Occurrence atel Patros Count cline Duty on-Active Duty her Atlendance atel internanti Seco	e th Atlendesce Court	2,111 28,402 5,839 14,953 PMTD 15,225	000 6,140 1,655 4,525 MTD 50,201	6.060 57,038 16,526 41,112 PYTD 37,054	15,625 948,784 39,874 102,077 922,077
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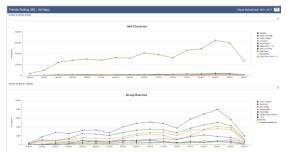
Aquatics Self Check-in Rolling 7 Days



Aquatics Self Check-in Rolling 28 Days



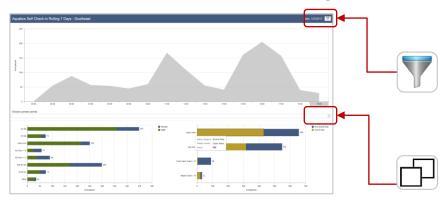
Trends





Section 4: N92 Dashboards

Within each dashboard, hovering over the data sets will provide more information. In addition, users can apply further filtering to limit the data sets.



There are internal filters on each page that allow for further filtering on all, or select components.



Regon Parent Instalation Instalation Facility Name Facility Name Facility N		PTC	impts		
Parent installation Parent installation Parent installation Parently Name Parently Name P					Q
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vtalidon					ð
statistion (Parent Installation				
scilly Name					6
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Intel Date Srito2017 ®					6
Intel Date Srito2017 ®	acility Name				
S102017 ®					6
SH02017 ®	Initial Date				
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This filter will execute the same prompt as the initial load of the dashboard page.

The page will retain the initial load filters, so update the prompt to load new criteria.

This filter will affect the entire page.

וע	SELECT FROM LIST DEFINE CONDITIONS	
	Items	
	Aqualic Camps	
	Aquatic Group Exercise	
	Aquatic Lessons	
	Aquatic PRT	
	Aquatics	
	Cardio / Strength	
	Education / Orientation	
	Family Fitness	
	Fitness Group Exercise	
	Intramural Sports	
	✓ No items selected	

This filter applies to selected components below it's filter bar

These are optional, and allow a user to filter further into the data.

To select ALL, check the top checkbox on the header row.