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Report Attributes List for each Data Type to Report on (Full List)

Software Support - 2019-11-29 - [Reports](#)

Kahootz's powerful reporting tool allows you to gain a complete overview of activity across your site and/or workspaces.

Kahootz Tip: Depending on whether you're creating a workspace manager or site owner-report defines the data types and attributes you can report on.

This KB article will help guide you through the various different attributes which are available under each data type.

Data Types & Attribute Headings

Users

- User Information
- Workspace Information
- Workspace Membership Information
- Report Information
- Report Group Information

Workspace Content

- Item Information
- Workspace Information
- Report Information
- Report Group Information

Changes to Workspace Content

- Activity Information
- User Information
- Item Information
- Workspace Information
- Report Information
- Report Group Information

Views of Workspace Content

- Activity Information
- User Information
- Item Information
- Workspace Information
- Report Information
- Report Group Information

Workspaces

- Workspace Information
- Workspace Membership Information
- User Information
- Report Information
- Report Group Information

Database Contents

- Database Information
- Database Columns
- Report Information
- Report Group Information

Comments on a Document

- Comment Information
- Respondent Information
- Workspace Membership Information
- Document Information
- Workspace Information
- Report Information
- Report Group Information

Survey Responses

- Survey Information
- Question Information
- Survey Response
- Survey Answer
- Respondent Information
- Workspace Membership Information
- Workspace Information
- Report Information
- Report Group Information

Attributes

Activity Information

- Action
- Action Detail
- Action Detail ID
- Action ID
- Activity Date (dd mmm yyyy)
- Activity Date (mmm yyyy)
- Activity Date (yyyy mmm dd hh:mm:ss)
- Activity Date (yyyy)
- Created by User Name
- Internal Activity ID

Comment Information

- Attached documents
- Comment (formatted)
- Comment (plain text)
- Comment ID
- Comment Status
- Comment number by this respondent
- Comment number on this document
- Date Modified (i.e.: 12 Sep 2012 10:26:38)
- Date Modified (i.e.: 12 Sep 2012)
- Date Modified (i.e.: 2012)
- Date Modified (i.e.: Sep 2012)
- Date Status Changed (i.e.: 12 Sep 2012 10:26:38)
- Date Status Changed (i.e.: 12 Sep 2012)
- Date Status Changed (i.e.: 2012)
- Date Status Changed (i.e.: Sep 2012)
- Date Submitted (i.e.: 12 Sep 2012 10:26:38)
- Date Submitted (i.e.: 12 Sep 2012)
- Date Submitted (i.e.: 2012)
- Date Submitted (i.e.: Sep 2012)
- Document ID
- Entered by A Manager?
- Entered by Email Address
- Entered by Name
- Has Attached Documents?

- Internal Comment ID
- Internal Workspace ID
- Link to Comment
- Respondent number in this document
- Summary

Database Columns

- Lists all of your column names within the specific database you selected

Database Information

- Database Description
- Database ID
- Database Name
- Internal Workspace ID
- Number of rows

Document Information

- Document ID
- Document Name
- Document Order
- Document Part (select)
- Document Part Name
- Document Section Path

Item Information

- Allow Comments?
- Allow Related Items?
- Allow Tasks?
- Container Name
- Container Object ID
- Container Path
- Created by User ID
- Created by User Name
- Creation Date (dd mmm yyyy)
- Creation Date (mmm yyyy)
- Creation Date (yyyy mmm dd hh:mm:ss)
- Creation Date (yyyy)
- Description
- Folder Path
- Has Comments?
- Has Related Items?
- Has Tasks?
- Icon
- Internal ID
- Item Name (linked)

Kahootz Tip: If you're going to run a report in the web browser format, then you can select item name (linked) as it will hyperlink directly to the item. Whereas, if you're going to pull the report, for example into excel, don't use the item name (linked) attribute as the links will not work.

- Item Name
- Item Path
- Message Body (plain text)
- Message Body
- Modification Date (dd mmm yyyy)
- Modification Date (mmm yyyy)
- Modification Date (yyyy mmm dd hh:mm:ss)
- Modification Date (yyyy)
- Modified by User ID
- Modified by User Name
- Permissions: Modify
- Permissions: View
- Type

Question Information

- Question ID
- Question Number
- Question Order
- Question Text (formatted)
- Question Text (plain text)

Report Information

- Current date (i.e.: 12 Sep 2012)
- Current date and time (i.e.: 12 Sep 2012 10:26:38)
- Current time (i.e.: 10:26:38)
- Report Description
- Report Name

Report Group Information

- The number of level 1 groups so far
- The number of level 2 groups so far
- The number of level 3 groups so far
- The number of rows in the current level 1 group
- The number of rows in the current level 2 group
- The number of rows in the current level 3 group
- The number of rows in the report
- The row number within the current level 1 group
- The row number within the current level 2 group
- The row number within the current level 3 group
- The row number within the report

Respondent Information

- Respondent Bouncing Email?
- Respondent Contact Blocked?
- Respondent Contact Method
- Respondent Creation Date
- Respondent Email Address
- Respondent Email Address Domain
- Respondent First Name
- Respondent Geocode
- Respondent Groups of Interest
- Respondent Has Photo
- Respondent ID
- Respondent Last Activity Date (dd mmm yyyy)
- Respondent Last Activity Date (mmm yyyy)
- Respondent Last Activity Date (yyyy mmm dd hh:mm:ss)
- Respondent Last Activity Date (yyyy)
- Respondent Last Name
- Respondent Location
- Respondent Modification Date
- Respondent Name
- Respondent Organisation
- Respondent Profile Photo
- Respondent Registration Date (dd mmm yyyy)
- Respondent Registration Date (mmm yyyy)
- Respondent Registration Date (yyyy mmm dd hh:mm:ss)
- Respondent Registration Date (yyyy)
- Respondent Show Tips
- Respondent Site Owner?
- Respondent Social Contacts (formatted)
- Respondent Social Contacts (plain text)
- Respondent User State

Survey Answer

- User's Response: Free-Text (formatted)
- User's Response: Free-Text (plain text)
- User's Response: Rating Label

- User's Response: Score/Rating
- User's Response: Selected Option ID
- User's Response: Selected Option Label

Survey Information

- Survey Description
- Survey ID
- Survey Name

Survey Response

- Is Draft Response
- Link to this Response
- Response Creation Date (dd mmm yyyy)
- Response Creation Date (mmm yyyy)
- Response Creation Date (yyyy mmm dd hh:mm:ss)
- Response Creation Date (yyyy)
- Response ID
- Response Last Modify Date

User Information

- User Bouncing Email?
- User Contact Blocked?
- User Contact Method
- User Creation Date
- User Email Address
- User Email Address Domain
- User First Name
- User Geocode
- User Groups of Interest
- User Has Photo
- User ID
- User Last Activity Date (dd mmm yyyy)
- User Last Activity Date (mmm yyyy)
- User Last Activity Date (yyyy mmm dd hh:mm:ss)
- User Last Activity Date (yyyy)
- User Last Name
- User Location
- User Modification Date
- User Name
- User Organisation
- User Profile Photo
- User Registration Date (dd mmm yyyy)
- User Registration Date (mmm yyyy)
- User Registration Date (yyyy mmm dd hh:mm:ss)
- User Registration Date (yyyy)
- User Show Tips
- User Site Owner?
- User Social Contacts (formatted)
- User Social Contacts (plain text)
- User User State

Workspace Information

- Internal Workspace ID
- The number of comment respondents
- The number of comments
- The number of survey respondents
- The number of survey responses
- Workspace Creation Date (dd mmm yyyy hh:mm:ss)
- Workspace Creation Date (dd mmm yyyy)
- Workspace Creation Date (mmm yyyy)
- Workspace Creation Date (yyyy)
- Workspace Description
- Workspace Listed in Site Search
- Workspace Name (linked)

- Workspace Name
- Workspace Number of Members
- Workspace Short Name
- Workspace Site Domain
- Workspace Site ID
- Workspace Visibility
- Workspace Who can Join

Workspace Membership Information

- Email Summary Frequency
- Is Manager?
- Is Moderator?
- Join Date (dd mmm yyyy hh:mm:ss)
- Join Date (dd mmm yyyy)
- Join Date (mmm yyyy)
- Join Date (yyyy)
- Last Invite Date (dd mmm yyyy hh:mm:ss)
- Last Invite Date (dd mmm yyyy)
- Last Invite Date (mmm yyyy)
- Last Invite Date (yyyy)
- Leave Date (dd mmm yyyy hh:mm:ss)
- Leave Date (dd mmm yyyy)
- Leave Date (mmm yyyy)
- Leave Date (yyyy)
- Team IDs
- Team Names
- Workspace Member Type

Related Content

- [Creating a Report](#)
- [Creating a Report - Full Wizard Breakdown for Site Owners](#)
- [Creating a Report - Total Workspace Items \(Docs, Databases etc.\)](#)
- [Creating a Report on Users & Teams](#)
- [Creating a Report - Full Wizard Breakdown for Workspace Managers](#)