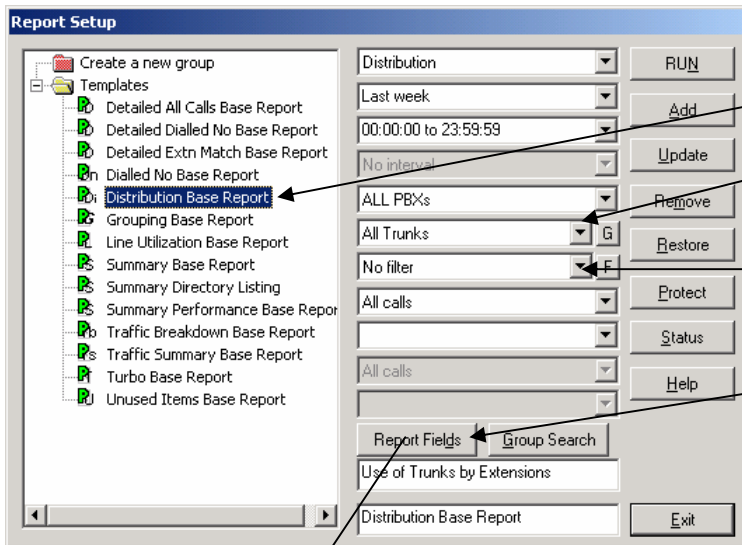


## HOW TO SETUP A DISTRIBUTION REPORT

You want to know which trunks are being used by which extensions etc



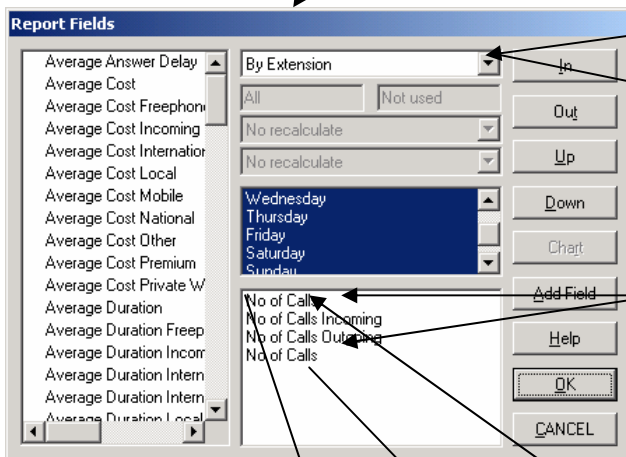
Go to Reports>Report Setup

Select the Distribution Base Report

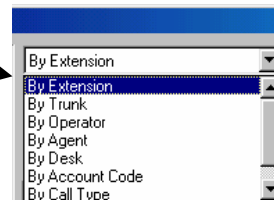
Select the group of Trunks you're interested in

If you only want to look at a particular group of Extensions select the Filter of the Group

Select [Report Fields]



Ensure that by Extension is selected to group by.



The field *No of Calls* is used twice as the last field will give a percentage against the Total in the Number of Calls column: in this case the percentage of calls rather than the number of calls.

All Trunks->003

Element	Alias	No of Calls	I/C	O/G	No of Calls
Ex 00027	Vivienne Leigh	392	25	367	21.5%
Ex 00023	Ben Kingsley	388	13	375	21.3%
Ex 00024	Kate Winslet	369	20	349	20.3%
Ex 00030	no name	131	0	131	7.2%
Ex 00012	Kenneth Brannagh	108	37	71	5.9%
Ex 00018	Gwyneth Paltrow	101	39	62	5.5%
Ex 00014	Helena Bonham Carter	77	24	53	4.2%
Ex 00021	Courtney Cox	59	20	39	3.2%
Ex 00017	Daniel Day-Lewis	56	20	36	3.1%
Ex 00011	Emma Thompson	44	19	25	2.4%
Ex 00015	Jeremy Irons	43	12	31	2.4%
Ex 00026	Judi Dench	20	5	15	1.1%
Ex 00016	Colin Firth	17	7	10	0.9%
Ex 00013	Lysette Anthony	6	1	5	0.3%
Ex 00019	Jennifer Aniston	4	0	4	0.2%
Ex 00022	Alan Rickman	4	1	3	0.2%
Ex 00025	Laurence Olivier	2	1	1	0.1%
Totals		1821	244	1577	100.0%

The order the report is shown in is based on the first column in the report.

In the example below the report was run on a group of extensions and grouped *By Trunk*

Actresses->00014

Element	Alias	No of Calls	I/C	O/G	No of Calls
Trk 003	ISDN - BT Standard	77	24	53	37.6%
Trk 004	ISDN - BT Standard	36	14	22	17.6%
Trk 005	ISDN - C & W	30	29	1	14.8%
Trk 008	ISDN - C & W	28	28	0	13.7%
Trk 006	ISDN - C & W	23	23	0	11.2%
Trk 007	ISDN - C & W	11	11	0	5.4%
Totals		205	129	76	100.0%