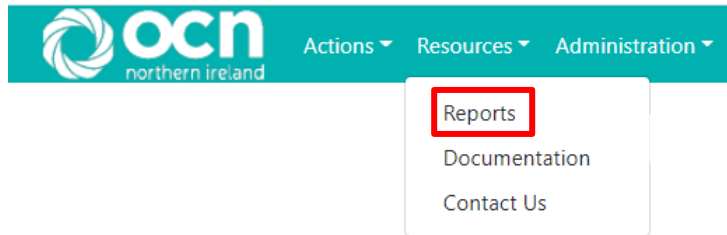


## Essential Skills Reports

1. Log into QuartzWeb
2. Click on 'Resources' then 'Reports'



3. Select the 'Learner Assessment Date Report' or the 'ES Learner Assessment Achievement Report'
4. Select your parameters then click 'View Report'

### Learner Assessment Date Report

[Back to Reports](#)

To print this report please use the export facility.

Assessment Start Date/Time   Assessment End Date/Time

### ES Learner Assessment Achievement Report

[Back to Reports](#)

To print this report please use the export facility.

Qualifications:   Registered Date (on or after)

Registered Date (on or before)

5. Select the format in which you wish for it to be downloaded. We recommend Excel as you are able to apply filters to this

