

## **albert's production toolkit reporting capabilities**

With great data comes the need for great reporting. At albert we want to make it as easy as possible to understand the data that is derived from the albert Calculator and Carbon Action Plan. Whether you want to look into one production in depth, a whole company's output or compare with the industry average, our reports will allow you to dig deep into the numbers. Our reports are available in PDF or excel formats and can be viewed on the calculator website or downloaded. Data has never been so exciting!

### **What reports are available within the albert toolkit**

Below is a synopsis of the reports available on the albert toolkit. For more detailed information on how to access each report please see the 'How to access reports' section.

1. Single production report - The single production report allows you to look at each section of a completed production's footprint in detail.
2. Combined production report (or company report) - This report allows you to look at multiple productions at the same time. This could be every production in a company, particular genre, date range or just a selection of productions that you want to group together, for example different series. This type of report is particularly useful for corporate reporting if you want an overall view of your company's footprints. N.B you will only be able to select the productions that you have access to so the company admins should generate company reports to make sure everything is included.
3. Compare to average report - This report allows you to compare one or more productions to the industry average. You can select the productions that you want to include in your report; either select productions for a drop down or all productions from a genre, date range etc. You can then select your comparison criteria, whether you want to compare to the total industry average, average for a particular production method etc.
4. Consumption report - The consumption report allows you to look at the inputs of a production(s) and see where reductions can be made in granular detail. For example, you will be able to see the amount of kWh used in studio, fuel used in generators or kWh used in post-production, as well as the outputs.
5. Carbon Action Plan report - The Carbon Action Plan report allows you to see which questions production(s) have answered, as well as which questions they have backed up with evidence. You can also see how well your productions are performing in key areas and which questions are most commonly answered with a yes or no.

### **How to access the reports**

#### **Single production report**

As soon as a production's footprint has been completed and approved by the albert assessors a single production will appear within the reports tab at the top.

The screenshot shows the ALBERT web interface. The top navigation bar includes 'ALBERT', 'PRODUCTIONS', 'REPORTS' (highlighted with a red box), 'TIPS & TRICKS', and 'ADMIN'. The user account is 'Account: CHARLOTTE ADMIN'. Below the navigation bar, there are two tabs: 'STANDARD REPORTS' (highlighted with a red box) and 'CUSTOM REPORTS'. The main heading is 'Standard Reports'. Below the heading, there is a search prompt: 'Search for a single production to view and download a standard emissions report.' There is a filter dropdown labeled 'FILTER PRODUCTIONS' with 'ALL' selected. Below this, a report card is displayed for 'A perfect production Series 1'. The report card shows 'Report Creation Date: 22 April 2021' and '2.28013 tonnes CO2e'. A button labeled 'EMISSIONS REPORT' (highlighted with a red box) is located on the right side of the report card.

Single production reports offer a detailed breakdown of the emissions in different countries, fuel usage, travel and transport, materials and disposal.

### Combined production report

To access combined production reports, go to the custom reports tab within reports tab and click custom reports. Within the customs reports tab you can click 'create new report'.

The screenshot shows the ALBERT web interface. The top navigation bar includes 'ALBERT', 'PRODUCTIONS', 'REPORTS' (highlighted with a red box), 'TIPS & TRICKS', and 'ADMIN'. The user account is 'Account: CHARLOTTE ADMIN'. Below the navigation bar, there are two tabs: 'STANDARD REPORTS' and 'CUSTOM REPORTS' (highlighted with a red box). The main heading is 'Custom Reports'. Below the heading, there is a sub-heading: 'Create and view custom reports that combine your emissions across multiple productions.' A button labeled 'CREATE NEW REPORT +' (highlighted with a red box) is located on the right side of the page.

To create a production report, click 'combined productions' and then click 'create report'. To report on a group of productions, select one or more group(s) of productions from the following filter drop down (available for all report types):

- Production type
- Genre
- Production method
- Pre-production start date
- Post-production end date
- Country
- Production company
- Broadcaster

Report Name \*

Report Description

Report Type

COMBINED PRODUCTIONS

COMPARE TO AVERAGE

CARBON ACTION PLAN

Select productions

Select two or more productions to view your combined carbon emissions across specific criteria



**Productions query**

Select productions in bulk using the criteria below

**Choose productions**

Select productions individually from a list

Production Type

All

Genre

All

Production Method

All

Pre-Production start date

All

Post-Production end date

All

Country

All

Production Company

All

Broadcaster

All



**Only me**

Only I can see this report

**Other admins in my organisation**

Only those in my organisation who can access the selected productions can see this report

CREATE REPORT +

✕ CLEAR

To create a report that groups two or more productions, select 'choose productions' and select the productions you want to be included from the drop down.

The screenshot shows a report creation interface with the following elements:

- Report Name \*** and **Report Description** input fields.
- Report Type** section with three buttons: **COMBINED PRODUCTIONS** (highlighted in teal), **COMPARE TO AVERAGE**, and **CARBON ACTION PLAN**.
- Select productions** section with the instruction: "Select two or more productions to view your combined carbon emissions across specific criteria".
- Two selection options: **Productions query** (Select productions in bulk using the criteria below) and **Choose productions** (Select productions individually from a list). The **Choose productions** option is selected, indicated by a checkmark icon and a red border.
- Productions** dropdown menu (highlighted with a red border) showing "All" as the selected option.

The combined reports offer a detailed breakdown of the emissions within different countries, fuel usage, travel and transport, materials and disposal. You are also able to download a detailed excel data dump of the outputs of each section and the consumption report.

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# Combined production report

DOWNLOAD ▾

Download Report

Download Detailed Data Dump

Download Consumption Report

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## Compare to average reports

Compare to average reports are accessed within the custom reports tab. As with the combined report, to report on a group of productions, select one or more group(s) of productions that you want to report on from the following drop downs:

- Production type
- Genre
- Production method
- Pre-production start date
- Post-production end date
- Country
- Production company
- Broadcaster

Below this you can select your criteria of average(s) that you want to compare against. If you leave every section as 'all', your report will be compared to an industry average of all productions on albert (from 2021). If you select broadcaster or production company, only the productions you have access to will appear.

Report Name \*

Combined production report

Report Description

Report Type

COMBINED PRODUCTIONS

COMPARE TO AVERAGE

CARBON ACTION PLAN

### Step 1: Select productions

Select the productions you want to compare. If you select multiple, the average of those productions will be used.



#### Productions query

Select productions in bulk using the criteria below

#### Choose productions

Select productions individually from a list

Production Type

All

Genre

All

Production Method

All

Pre-Production start date

All

Post-Production end date

All

Country

All

Production Company

All

Broadcaster

All

### Step 2: Select Comparison Criteria

Your selected productions will be compared against the average of all footprints within the following criteria.

Production Type

All

Genre

All

Production Method

All

Country

All

Production Company

All

Broadcaster

All



#### Only me

Only I can see this report

#### Other admins in my organisation

Only those in my organisation who can access the selected productions can see this report

You can then view and download your report, which will give you a comparison between the overall emissions of your selection and your selected productions and a comparison between the different footprint categories.

### **Consumption report**

See combined production report.

### **Carbon action plan report**

Carbon Action Plan reports are accessed within the custom reports tab. As with the combined report, if you want to report on a group of productions, select one or more group(s) of productions that you want to report on from the following drop down:

- Production type
- Genre
- Production method
- Pre-production start date
- Post-production end date
- Country
- Production company
- Broadcaster

Report Name \*

Report Description

Report Type

COMBINED PRODUCTIONS    COMPARE TO AVERAGE    **CARBON ACTION PLAN**

Select productions

Select two or more productions to view your combined carbon emissions across specific criteria

**Productions query**  
Select productions in bulk using the criteria below

**Choose productions**  
Select productions individually from a list

Production Type:

Genre:

Production Method:

Pre-Production start date:

Post-Production end date:

Country:

Production Company:

Broadcaster:

When you have created your report you can see it online, download a PDF copy or download an excel list of all the questions and answers, which also includes the questions where evidence has been requested.

The Carbon Action Plan Report shows you a list of the top 10 scoring productions within your selection, the percentage of non-mandatory questions where the answer given was 'yes' (in each section), the specific breakdown of the editorial questions and the questions to which the response was most often 'yes' or 'no'.