Documents report for events

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This article is designated for all users.

The Documents report details document entry engagement. It provides data on document impressions, unique users, and document downloads per entry ID and entry name.

Documents include all non-audio and non-video entries.

See Analytics tab - Reports for instructions on generating and downloading this report.

Data in the Documents report includes the following:

- Entry ID
- Entry name
- Document Impressions Count - every time a document is loaded by the document app (PDF/ MS office apps)
- Unique Users Count
- Document Downloads Count (downloadClicked on entry) - every time the user downloads the document using the dedicated button on the KMS doc entry page (already reported by KMS for other entry types)

Filters available for the report include:

- fromDate
- toDate
- virtualeventID
- categoryID?

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