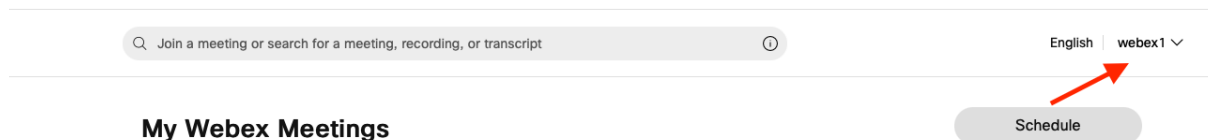
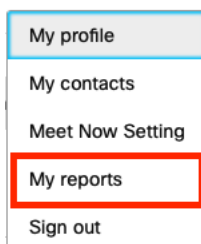


Kontrola dochádzky

Po prihlásení kliknúť na **user profil** (vpravo hore)



Rozbalí sa ponuka, treba vybrať **my reports**



Otvorí sa stránka My Webex Reports

Pre webex meeting kliknúť v **All Services** na **Usage Report**

My Webex Reports

All Services

- [Usage Report](#) 
View usage information for your meetings.

Webex Meetings:

- [Meeting Recording Report](#)
View a list of attendees who have downloaded or viewed a meeting recording.

Webex Events:

- [Registration Report](#)
View registration information, and send reminder emails before the event. After the event, you can also view whether a registrant attended or was absent.
- [Attendance Report](#)
View attendance information for any event. You can send follow-up emails after the event.
- [In-Event Activity Report](#)
View attendee activity information for an event.
Note that the in-event activity report is only available for events recorded on the server.
- [Attendee History Report](#)
View a list of events for an attendee.
- [Event Recording Report](#)
View a list of attendees who have downloaded or viewed an event recording.
- [Unlisted Program Links Report](#)
View old and updated program links for your unlisted programs.

Webex Support:

- [Session Query Tool](#)
Report on session information for selected Queue(s) or CSR(s).
- [CSR Activity](#)
Report on session information for selected CSR(s).

Webex Training:

- [Live Training Usage Report](#)
View attendance, invitation, and registration information for your training sessions.
- [Recorded Training Access Report](#)
View access and registration information for your recorded training sessions.
- [Registration Report](#)
View registration information for any of your live sessions.

Pre webex training kliknúť vo **Webex Training** na **Live Training Usage Report**

My Webex Reports

All Services

- [Usage Report](#)
View usage information for your meetings.

Webex Meetings:

- [Meeting Recording Report](#)
View a list of attendees who have downloaded or viewed a meeting recording.


Webex Events:

- [Registration Report](#)
View registration information, and send reminder emails before the event. After the event, you can also view whether a registrant attended or was absent.
- [Attendance Report](#)
View attendance information for any event. You can send follow-up emails after the event.
- [In-Event Activity Report](#)
View attendee activity information for an event.
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View registration information for any of your live sessions.

Otvorí sa filter
Vyhľadávať sa dá podľa rozsahu dátumu a názvu

Usage Report

View usage, such as attendance, duration, and more across all your meetings.
Note: You can generate a report for any dates up to three months prior to today.

From: 30 January 2021
To: 5 February 2021
Topic: (optional)
Sort results by: Date

Po kliknutí na **Display Report** zobrazí jednotlivé udalosti podľa nastaveného filtra
Po kliknutí na záznam zobrazí účastníkov vybratej udalosti