

Unite Education Program v9.0

Job Aid: 5749

Update Migrated Reports

Once you complete the transition to Unite, there may be migrated reports that use fields related to current status or decision status. For example, a report may use the **Current Status Long** field or the **Date of Current Status** field. These reports run in Unite but only pull historical data from records that were migrated. If you want to use the reports going forward, you either need to edit the migrated report or copy and add a new report to Unite and replace current and decision status fields with status and substatus fields.

Since reports and report conditions are separate in Unite, you need to look at both the fields on the migrated reports as well as the fields for each migrated report condition. The following images show an example of how you might replace the **Decision Status Long** and **Current Status Long** fields that are being used for a report condition with the **Application Status** and **Application Substatus** fields.

	(Field Name	Sign	Value)	Join	Delete
☰	▼	Decision Status Long	=	ADM WL	▼	AND	🗑️
☰	(Current Status Long	=	Waitlist OK1	▼	OR	🗑️
☰	▼	Current Status Long	=	Waitlist OK2)	AND	🗑️

	(Field Name	Sign	Value)	Join	Delete
☰	▼	Application Status	=	Waitlist	▼	AND	🗑️
☰	▼	Application Substatus	Like	Waitlist OK1	▼	OR	🗑️
☰	▼	Application Substatus	Like	Waitlist OK2	▼	AND	🗑️

Using the **Like** sign as an operator, you can ensure Unite returns any record where the value is found in the **Application Substatus** field.

The following table provides a reference to job aids that are available to help with step-by-step instructions for updating migrated reports and report conditions.

Action	Information Resource
<p>If you want to keep a migrated report for historical purposes, you can copy and add a new report and add a new report condition to Unite. Then replace current and decision status fields with status and substatus fields as needed.</p>	<p>Refer to <i>5662 – Copy and Add a Report to Unite</i> and <i>5664 – Add a Report Condition to Unite</i></p>
<p>If you do not need a migrated report for historical purposes, you can edit the report and report condition to replace current and decision status fields with status and substatus fields as needed.</p>	<p>Refer to <i>5800 – Edit Fields for Reports and Report Conditions</i></p>

Related resources

- [5798 – About Status Fields for Reports](#)
- [5805 – About Field Options for Reports and Conditions](#)
- [5635 – About Word Reports](#)
- [5636 – About Export Reports](#)