

# WAWF Summary Extracted Without Response Report

## Reference Guide

EDA Homepage

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WAWF Extract Report

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<b>EDA Roles</b>	
<b>EDA Roles</b>	<p>Roles with the ability to access Summary Extracted Without Response Report in EDA:</p> <ul style="list-style-type: none"><li>• Acquisition Sensitive Reporting</li><li>• Advanced Reporting</li><li>• Executive Reporting</li></ul>
<b>Search Criteria</b>	<p>The user will:</p> <ol style="list-style-type: none"><li>1. Navigate to the User WAWF Extracted Report Page and</li><li>2. Then select the Summary radio button under Report Type and</li><li>3. Then Select the 'No' option from the Extract Response drop-down:</li></ol> <p>Then enter criteria to retrieve desired data:</p> <ul style="list-style-type: none"><li>• Extract Date From</li><li>• Extract Date To</li><li>• Document Type</li><li>• Extract Responses (select 'NO')</li><li>• Pay Office Search by (Pay Office Group or Pay Office Code)</li></ul>

The screenshot shows the 'WAWF Extract Report' interface. At the top, there is a navigation bar with 'Favorites', 'CID', 'Catalogs', 'Tasks', and 'Analytics'. The main content area is titled 'WAWF Extract Report' and contains several sections:

- Report Type:** Two radio buttons are present: 'Detail' and 'Summary'. The 'Summary' option is selected and highlighted with a red box and a red circle containing the number '2'.
- Extract Date From \*:** A date input field with a calendar icon.
- Extract Date To \*:** A date input field with a calendar icon.
- Document Type:** A dropdown menu with the text 'Select multiple...' and a downward arrow.
- Extract Response:** A dropdown menu with options 'No', 'All', 'Yes', and 'No'. The 'No' option is selected and highlighted with a red box and a red circle containing the number '3'. A red arrow points to the selected 'No' option.
- Pay Office Code:** A radio button.
- Pay Office Group:** A search input field with a magnifying glass icon and a blue 'Find Group' button.
- Pay Office Include Subgroups:** A toggle switch that is currently turned on.
- Bottom Bar:** A blue 'Search' button with a magnifying glass icon, a blue 'Bookmark' button with a bookmark icon, and a blue 'Cancel' button with a close icon.

Red callouts are placed throughout the interface: a red circle with '1' is next to the 'WAWF Extract Report' title; a red circle with '2' is next to the 'Summary' radio button; a red circle with '3' is next to the 'Extract Response' dropdown; and a red circle with '4' is next to the 'Search' button.

4. Click the **Search** button for results.

### Sample Search Results

Once the search criteria are entered, the system will return a list of contracts with the requested criteria:

- Extract Date
- Pay Office
- Document Type
- Count

WAWF Summary Extract Report Results

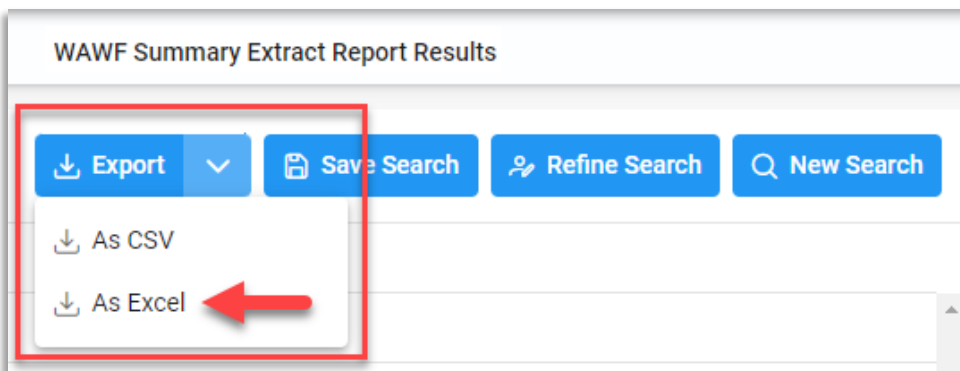
[Export](#)
[Save Search](#)
[Refine Search](#)
[New Search](#)

Extract Date ↑↓	Pay Office ↑↓	Document Type ↑↓	Count ↑↓
2020-08-04 19:59:22.0	HQ0339	CI	1
2020-08-05 12:41:33.0	HQ0338	RR	1
2020-08-06 22:20:11.0	F67100	CIFP	1
2020-08-07 13:09:22.0	HQ0339	CIFP	1
2020-08-07 19:51:01.0	F67100	CIFP	1
2020-08-07 19:51:01.0	HQ0348	CIFP	1
2020-08-07 19:55:25.0	HQ0339	CIFP	1
2020-08-07 19:55:25.0	N50120	CIFP	1
2020-08-07 19:56:44.0	SL4701	CI	1
2020-08-07 19:59:20.0	SL4701	ECI	1

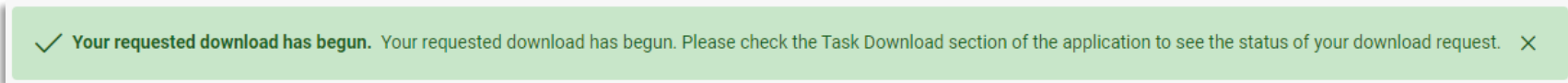
Results: 1 to 10      << < 1 2 3 4 5 > >>      10      851 Results Returned

Once the search results are returned, the Export Results button will allow the user to export search results in CSV or Excel format for import to a spreadsheet. Select the desired output from the Export dropdown menu. For this guide, Excel format is being selected.

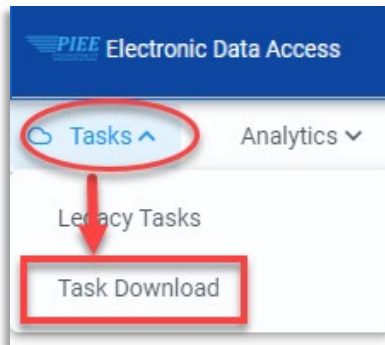
### Exporting Search Results







A pop-up message will display to check the TaskDownload section from the EDA dashboard for the status of the download.



Select Task Download from the Tasks dropdown in the EDA Dashboard.



Find the requested job from the Job List and select the **Jobs** button.

Job ID	Report Type	Start Date (UTC)	Finish Date (UTC)	Format	Status	Total Records	Actions
> 43209	Wawf_Summary_Extract_Report	8/4/22, 7:28 PM	8/4/22, 7:28 PM	EXCEL	FINISHED	150	 
> 43162	Wawf_Extract_Report	8/4/22, 2:39 PM	8/4/22, 2:39 PM	EXCEL	FINISHED	1134	 

Select the **Direct Download** link from the Download Files pop-up window.

Job ID	Create Date (UTC)	Package Name	Size	Part	Direct Download (faster download)	Download via EDA App (slower download)
43209	8/4/22, 7:28 PM	Wawf_Summary_Extract_Report_43209_1_20220804_192819_99a1466f-ac79-4c69-9d2e-a25b2f3fdbbf.zip	0.007102 MB	1 / 1	<b>Direct Download</b>	

Sample of Exported report:

EXTRACT DATE	DOCUMENT TYPE	PAY OFFICE	COUNT
2021-11-18 21:30:31.0	RR	HQ0338	1
2021-08-13 13:30:13.0	CI	HQ0337	1
2021-10-15 17:43:26.0	PV	HQ0338	1
2021-08-19 21:27:59.0	CI	HQ0337	1
2021-08-19 21:24:23.0	CI	HQ0337	1
2022-05-12 19:14:55.0	RR	HQ0338	1
2022-01-28 19:19:11.0	CI	HQ0338	1
2022-01-31 17:27:29.0	PBP	HQ0338	2
2022-04-27 16:52:07.0	3N1	HQ0871	1
2022-02-10 22:14:45.0	RR	HQ0337	1
2021-10-21 17:36:38.0	PV	HQ0338	1
2022-05-17 19:54:28.0	GRANT	HQ0302	1
2021-10-13 19:34:37.0	CI	HQ0338	1
2022-02-22 19:00:51.0	RR	HQ0338	1
2022-05-17 14:35:06.0	RR	HQ0338	1
2022-02-14 18:45:38.0	RR	HQ0338	1
2022-02-15 18:51:45.0	CI	HQ0338	1
2022-02-01 17:45:49.0	PBP	HQ0338	1
2022-07-18 15:35:59.0	PV	HQ0338	1
2021-10-07 19:58:05.0	CI	HQ0337	1