

Talk Report

Use cases:

- view all discussions and suggestions in a space/subset of pages/page in one place
- track the resolution of inline comments and suggestions
- easily find a needed discussion or suggestion

Talk Report is handy when you have many discussions and suggestions spread over multiple pages.

Pages / Space Shuttle Home

Edit Favourite Watching Talk Share

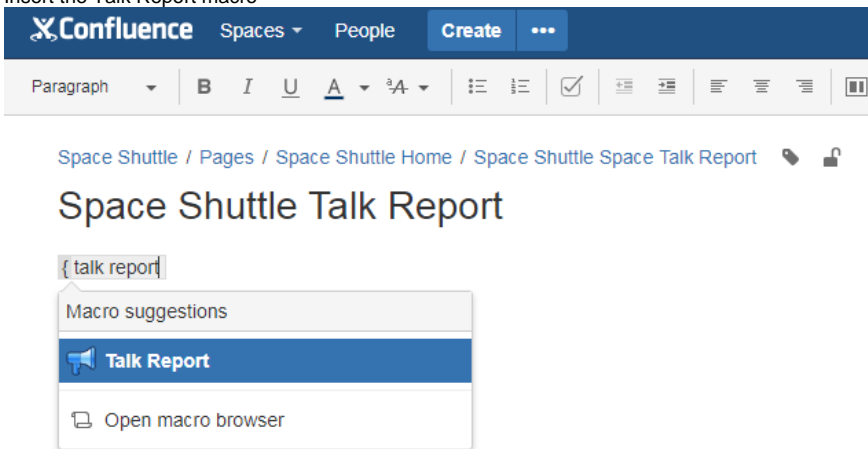
Space Shuttle Talk Report

Created by Peter Jacobs, last modified less than a minute ago

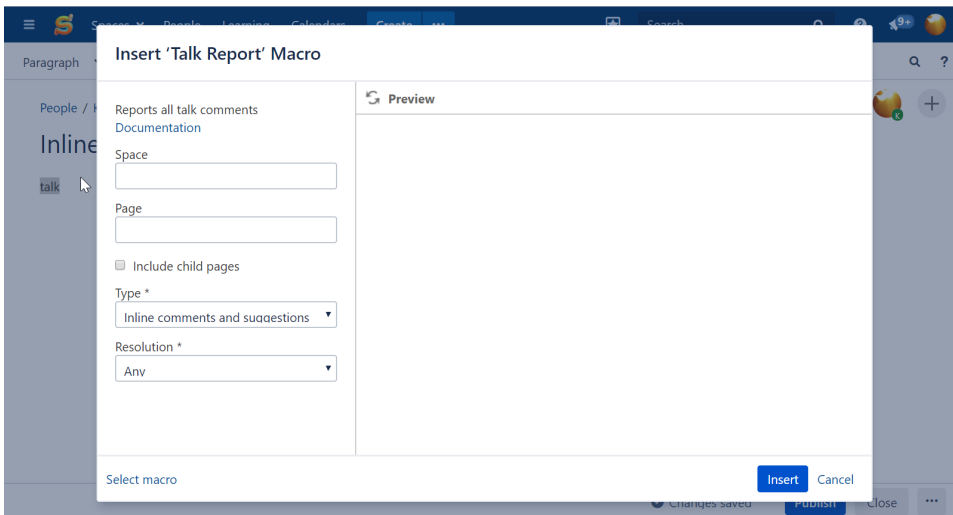
Page	Initial comment	Priority	Status	Discussion author	Mentions	Date started	Date resolved
LIST OF FLIGHTS	@Alex, could you add links to these tests on the page?	✓	ARCHIVED	Peter Jacobs	Alex	Apr 25, 2018 10:20	
PROGRAM RETIREMENT	@Irina Lesunova, this program got updates last month. Could you check in with @Alex and see what needs to be changed on this page?	✓	OPEN	Peter Jacobs	Alex, Irina Lesunova	Apr 25, 2018 10:17	
SHUTTLE DESCRIPTION	@Alex, the image is not rendered here for some reason. Please look into this asap.	⬆	RESOLVED	Peter Jacobs	Alex	Apr 25, 2018 10:22	Apr 25, 2018 10:24
SPACE SHUTTLE PROGRAM IN NUMBERS	Let's make it bold to make it stand out.	⬇	OPEN	Peter Jacobs		Apr 25, 2018 10:19	
SPACE SHUTTLE	I suggest we add more facts and examples here	⬇	OPEN	Peter		Apr 25	

Create a report

1. Open a page where you want to add a report.
2. Insert the Talk Report macro



3. Configure the report



Space and **Page** fields work independently. There is no need to enter a space if you want to create a report for just one page or a subset of pages.

Report type	How to configure
All talks of the current page	leave the Space and Page fields empty
All talks of a specific space	type in a space name in the Space field, leave the Page field empty
All talks of a specific page	leave the Space field empty, type in a page name in the Page field
All talks of a page with its child pages	leave the Space field empty, type in a root page name in the Page field and check 'Include child pages'

In **Type**, select what you want to include in the report:

- both Talk inline comments and suggestions
- only Talk inline comments
- only suggestions

In **Resolution**, choose what Talk inline comments and suggestions you want to include:

- only open
- only resolved
- any (both open and resolved)

4. Save

What can I see in the report?

i Resolved talks are stored only starting from the version 3.5.0. The report does not include talks that were resolved prior to updating to v.3.5.0.

Talk Report includes the following information:

- Name of a page where an inline comment/suggestion was created
- Link to an inline comment/suggestion
- Initial comment/suggestion
- Priority of an inline comment/suggestion
- Status (open, resolved, archived)
- Discussion/suggestion author
- Users mentioned in a discussion
- Date when a talk was started
- Date of talk resolution

i The report is compatible with [Table Filter and Charts](#) app. You can use it to add filters to your reports, create pivot tables and charts to summarize and visualize the report data.

[Contact us](#) if you need assistance with integrating Table Filter and Charts with Talk app.