
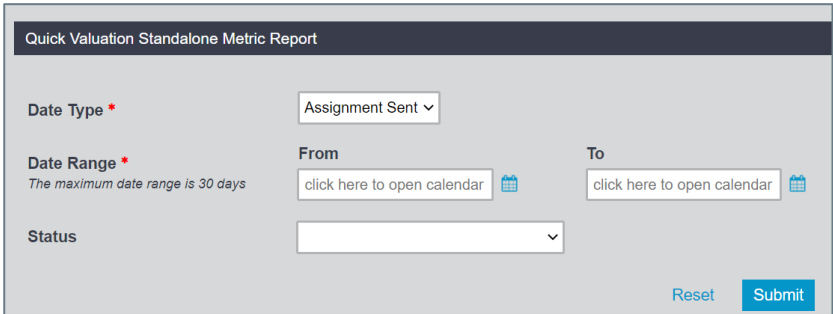


CCC® Mobile: Quick Valuation Standalone Operational Reporting

Introduction

Insurance Carriers have access to Quick Valuation Standalone Operational Reporting through the CCC Portal; the report contains details of Quick Valuation claims. This job aid shows you how to run, read, and save the report.

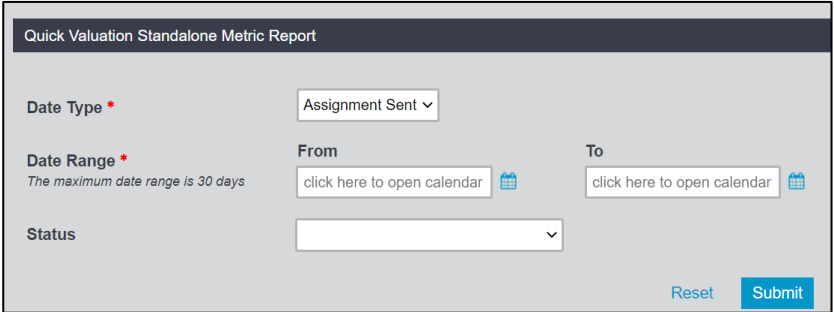
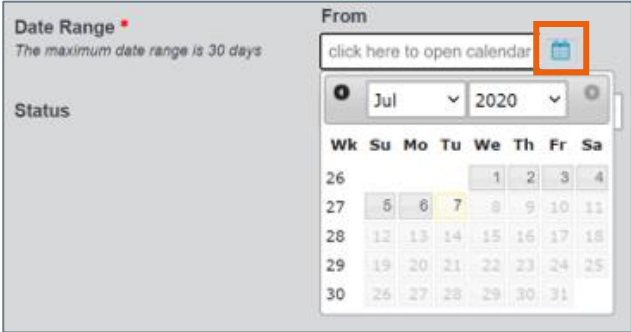
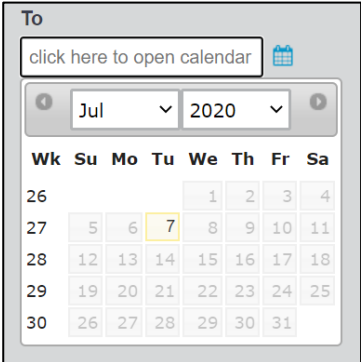
Running the Report

Step	Action
1	<p>Claim Management</p> <ul style="list-style-type: none"> Create/Modify Assignment Search for Appraiser Cycle Time Report Search for Repairs to Manage Smart Claims Reports <p>To access the operational reporting feature in the Portal, select the Smart Claims Reports link in the left side panel's Claim Management section.</p>
2	<p>Select the Quick Valuation Standalone link from the left panel.</p>  <p>The Quick Valuation Standalone Metric Report page opens. Fields marked with a red asterisk * are required.</p> 

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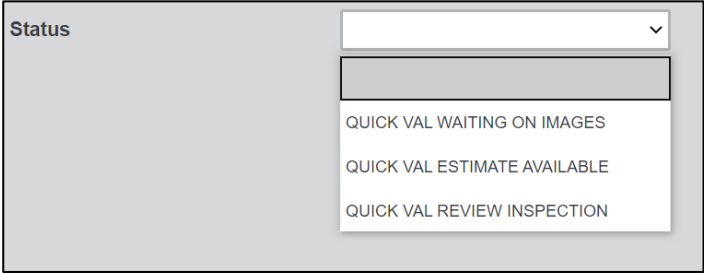
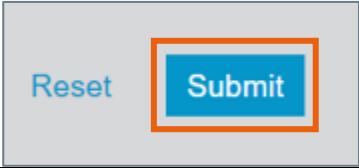
Running the Report, cont.

Step	Action
3	<p>The Date Type field defaults to Assignment Sent.</p> 
4	<p>In the Date Range section, select the Calendar icon next to the From field to select a start date for your search range. Select a Month and Year from the respective dropdown menus, and then click on a Day within the calendar.</p> 
5	<p>Select the Calendar icon next to the To field to select an end date for your search range. Note: The maximum date range is 30 days.</p> 

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CCC® Mobile: Quick Valuation Standalone Operational Reporting, Continued

Running the Report, cont.

Step	Action
6	<p>Optional: Select the desired value from the Status dropdown menu. This menu lists all available Quick Valuation statuses (e.g. Quick Val Waiting on Images, Quick Val Estimate Available, and Quick Val Review Inspection). The default value is ALL.</p> 
7	<p>Select the Submit button to generate the report.</p> 
8	<p>The report opens. See following page for details.</p>

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Continued

Reading the Report

The report contains the following information divided into columns.

Note: You can select a blue column heading to sort that column.


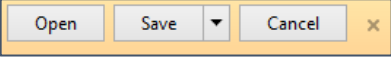
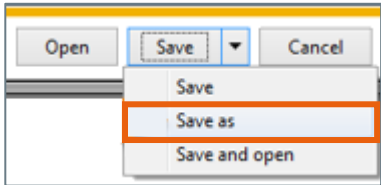
Column	Description
Claim ID	The Claim ID number associated with the claim Note: This is a clickable link that will open the claim.
Last Name	The vehicle owner's last name
Assignment Sent to Login	Duration*
Login to Photo Upload	Duration*
Assignment Sent to Estimate Upload	Duration*
Photo Upload to Estimate Upload	Duration*
Assignment Sent	Date and time**
Login	Date and time**
Photo Uploaded	Date and time**
Estimate Uploaded	Date and time**
Estimate Viewed	Date and time**
Vehicle Owner State	The vehicle owner's home state
Assignment Status	The status of the assignment
Claim Office	The claim office
Adjuster Name	The adjuster's name
Claim Status	The current status of the claim

*Duration format: dd:hh:mm:ss (e.g. 02:00:23:04)

**Date and time format: mm/dd/yyyy hh:mm:ss AM/PM (e.g. 03/07/2018 12:05:44 PM)

Exporting and Saving the Report

The report can be opened as a spreadsheet or saved to your computer.

Step	Action
1	Select the Download icon towards the upper right corner of the report. 
2	<div><div><ul style="list-style-type: none">Select Open to open the report as a spreadsheet.Select Save > Save as to choose a file type for saving.Select Cancel to dismiss these options.</div><div><p>You see the following options along the bottom of the screen: Open, Save, and Cancel.</p></div></div>