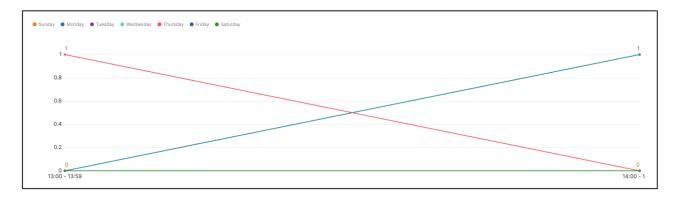# Appointment Analysis: Summary tab

Last modified on 11/12/2024 2:07 pm EST

The appointment analysis report will allow you to glean information regarding your appointments. You can sort them by Date Range, Provider, Office, Appointment Status Group, and Displayed by (Totals or Averages)

After the report parameters are set, a visual graph will populate.

Hovering in the top right corner of the bottom table will open additional options to hide +/- buttons, unpin totals for rows, and export to CSV or MS Excel.