![Convio logo]

TRANSACTION DETAILS REPORT: USE SCENARIOS

Use Scenario 1:

American Health Society pulls a detail report of all failed sustaining gifts from past two months

American Health Society is interested in a creating a report on all failed sustaining gifts in the past two months, They hope to reach out to those donors and ask them to retry their failed payments. Scott, AHS' data analyst, logs into Convio and creates a Report Writer Transaction Detail with the following criteria:

- Transaction Date in last 60 days
- Transaction Type is Donation
- Sustaining Gift Status is Card Failure

Use Scenario 2:

American Health Society utilized three amount fields across a variety of payment types.

Below are five common transaction scenarios for American Health Society and corresponding Report Result records.

Scenario A: Settled transaction that is not refunded report is run				
Date	Transaction Purpose	Transaction Original Amount	Transaction Current Net Amount	Transaction Ledger Amount
10/23	Debit	$70.00	$70.00	$70.00

Scenario B: Settled transaction that is partially refunded report is run				
Date	Transaction Purpose	Transaction Original Amount	Transaction Current Net Amount	Transaction Ledger Amount
10/23	Debit	$70.00	$50.00	$70.00
10/25	Credit	n/a	n/a	- $20.00

Scenario C: Settled transaction that is fully refunded report is run				
Date	Transaction Purpose	Transaction Original Amount	Transaction Current Net Amount	Transaction Ledger Amount
10/23	Debit	$70.00	$0.00	$70.00
10/25	Credit	n/a	n/a	-$70.00

Scenario D: Authorized or Sale transaction (pending, not settled) report is run

Date	Transaction Purpose	Transaction Original Amount	Transaction Current Net Amount	Transaction Ledger Amount
10/23	Debit	$70.00	$70.00	$70.00

Scenario E: Authorized or Sale transaction that fails or is voided (declined) report is run				
Date	Transaction Status	Transaction Original Amount	Transaction Current Net Amount	Transaction Ledger Amount
10/23	Declined	$70.00	$0.00	$0.00