Understanding Time Frames and Recurring Reports

https://campus.barracuda.com/doc/84968231/

Time Frames

The following Time Frames have specific definitions within Barracuda Reporting Server:

- **Last 7 days**: Begins at 12:00 am seven days before the current day and lasts up to the current time.
- **Last Week**: Begins at 12:00 am the previous Monday and lasts up to this Monday at 12:00 am.
- **This Week**: Begins at 12:00 am the Monday of the current week and lasts up to the current time.
- **This and Last Week**: Begins at 12:00 am the previous Monday and lasts up to the current time.

Note that the **Time Frames** involving weeks function slightly differently in Barracuda Web Security Gateway. There, the time begins at 12:00 am the previous *Sunday*.

Recurring Reports

For example, on Wednesday, January 6 at 07:30 (7:30 am), you create a Weekly report for This Month. You choose to receive the Weekly reports on Fridays at 18:00 (6:00 pm). The following reports are generated:

- **First report** – Includes data from January 1 through Friday, January 8 at 18:00.
- **Second report** – Includes data from January 1 through Friday, January 15 at 18:00.
- **Third report** – Includes data from January 1 through Friday, January 22 at 18:00.
- **Fourth report** – Includes data from January 1 through Friday, January 29 at 18:00.

This behavior is similar for the following Time Frames. Other pre-defined Time Frames do not follow this behavior.

- This Week
- This and Last Week
- This Month
- This and Last Month

The following table explains how reports are generated with the possible combinations of the Time Frames mentioned above and Report Frequency.

Frequency \ Time Frame	This Week	This and Last Week	This Month	This and Last Month
Hourly	• **Generate**: Each hour of the current week on the hour. • **Start**: This Monday at 00:00. • **Include**: Data from start time to the current hour. • **Automatically stop**: The following Monday at 00:00.	• **Generate**: Each hour of the previous week and the current week. • **Start**: The previous Monday at 00:00. • **Include**: Data from start time to the current hour. • **Automatically stop**: The following Monday at 00:00.	• **Generate**: Each hour of the current month. • **Start**: The first day of the current month at 00:00. • **Include**: Data from start time to the current hour. • **Automatically stop**: The first day of the following month at 00:00.	• **Generate**: Each hour of the previous month and current month. • **Start**: The first day of the previous month at 00:00. • **Include**: Data from start time to the current hour. • **Automatically stop**: The first day of the following month at 00:00.
Daily	• **Generate**: Each day of the current week at the hour you chose. • **Start**: This Monday at 00:00. • **Include**: Data from start time to the hour you chose. • **Automatically stop**: The following Monday at 00:00.	• **Generate**: Each day of the previous week and current week at the hour you chose. • **Start**: The previous Monday at 00:00. • **Include**: Data from start time to the hour you chose. • **Automatically stop**: The following Monday at 00:00.	• **Generate**: Each day of the current month at the hour you chose. • **Start**: The first day of the current month at 00:00. • **Include**: Data from start time to the hour you chose. • **Automatically stop**: The first day of the following month at 00:00.	• **Generate**: Each day of the previous month and current month at the hour you chose. • **Start**: The first day of the previous month at 00:00. • **Include**: Data from start time to the hour you chose. • **Automatically stop**: The first day of the following month at 00:00.

Weekly	• **Generate**: Once for the current week on the day and hour you chose. • **Start**: This Monday at 00:00. • **Include**: Data from start time to the day and hour you chose. • **Automatically stop**: Only one report generated.	• **Generate**: Once for the previous week and current week on the day and hour you chose. • **Start**: The previous Monday at 00:00. • **Include**: Data from start time to the day and hour you chose. • **Automatically stop**: Only one report generated.	• **Generate**: Each week of the current month on the day and hour you chose. • **Start**: The first day of the current month at 00:00. • **Include**: Data from start time to the day and hour you chose. • **Automatically stop**: After the last week of the month at the day and hour you chose.	• **Generate**: Each week of the previous month and current month on the day and hour you chose. • **Start**: The first day of the previous month at 00:00. • **Include**: Data from start time to the day and hour you chose. • **Automatically stop**: After the last week of the month at the day and hour you chose.
Monthly	• **Generate**: Once for the current week on the date and hour you chose. • **Start**: This Monday at 00:00. • **Include**: Data from start time to the date and hour you chose. • **Automatically stop**: Only one report generated.	• **Generate**: Once for the previous week and current week on the date and hour you chose. • **Start**: The previous Monday at 00:00. • **Include**: Data from start time to the date and hour you chose. • **Automatically stop**: Only one report generated.	• **Generate**: Each week of the current month on the date and hour you chose. • **Start**: The first day of the current month at 00:00. • **Include**: Data from start time to the date and hour you chose. • **Automatically stop**: After the last week of the month at the date and hour you chose.	• **Generate**: Each week of the previous month and current month on the date and hour you chose. • **Start**: The first day of the previous month at 00:00. • **Include**: Data from start time to the date and hour you chose. • **Automatically stop**: After the last week of the month at the date and hour you chose.

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