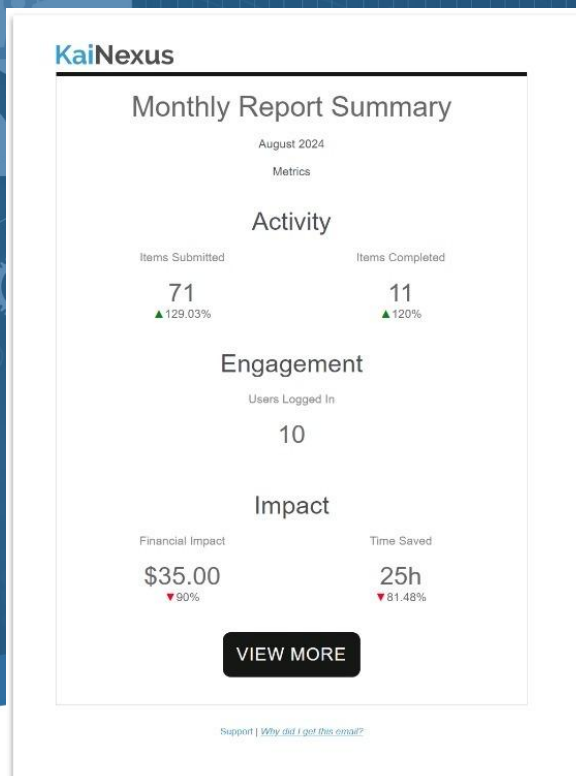


# KaiNexus

## Monthly Report Summary Email

Insights Delivered Straight to Your Stakeholders' Inboxes



### What is the Monthly Report Summary Email?

A monthly email that summarizes your organization's Activity, Engagement, and Impact metrics from the previous month. These reports are fully customizable and sent to selected stakeholders, allowing you to highlight results and tell the story of improvement automatically.

### How Does it Benefit You

Keeping executives and key stakeholders engaged in improvement efforts can be challenging, especially when they're not logging in regularly. Monthly Report Summary Emails solve this by delivering clear, concise updates on the health and momentum of your improvement program.

With the Monthly Report Summary email, you can:

- Reinforce leadership buy-in with visible results
- Provide data-driven insights without requiring logins
- Promote transparency and alignment across teams
- Build organizational habits around improvement tracking

### Key Features



#### Customizable Metrics

Choose from a wide selection of Activity, Engagement, and Impact metrics. Tailor the report to what matters most to your audience.



#### Visual Performance Indicators

Green/red tickers show whether each metric (except for "Users Logged In") increased or decreased from the previous month. There's also percent change included for quick trend analysis.



#### Custom Branding

Modify the subject line and body of the email to reflect your tone and brand. Include your organization's legal disclaimer if applicable.



#### Quick Access to Detail

"View More" button links directly to KaiNexus. You can also route users to their default Board or a specific metrics-focused Board.



<https://support.kainexus.com/monthly-report-summary-email>