**REPORT NAME:** Standard Wording report

**PURPOSE**:

A report that retrieves both glossary terms and free text in summary documents, indicates whether they are in Standard Wording tags or not, and groups the results in a way that allows users to go into each summary once to address all terms retrieved for the summary, instead of going into one summary multiple times for each of the terms.

**DESIRED FEATURES**:

1. Ability to search every part of a summary, including data in the following:
2. Free text
3. Para tags
4. Glossary tags
5. Itemized lists
6. KeyPoints
7. Ability to search multiple terms
8. Use of wildcards
9. Or spaces
10. Or commas
11. Ability to find a phrase even if part of it is in glossary tags and part is not in glossary tags
12. Exclude blocked summaries from the report.
13. Ability to run the report with the option to specify the language of the summary
14. Ability to run the report with the option to specify the audience of the summary
15. Ability to search with the option of specifying the Doc ID of the summary
16. Ability to search the report with the option to specify the title of the summary
17. Ability to display the results in either Excel or HTML
18. Result should be grouped by summary with all the terms in one summary being displayed under that one summary. No duplication of the summary for each retrieved report.
19. Ability to show the surrounding text of the term or phrase.
20. Ability to show if the term is a glossary term or not.
21. Ability to show if the term is in Standard Wording tags or not.
22. Ability to show the sections that the terms are in. Show the summary once but display all sections that have the different terms in it.

**In some cases wording edited**