

Kenta / Using Kenta

Generate an authorized report or export

Choose the reporting basis and inspect permission, freshness and historical-source limits before sharing output.

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► Applicability

Before you begin

- Current access to the requested project records and the relevant report/export capability.
 - A clear reporting scope and date/basis; organization metadata requests require their separate reviewed authority.
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Export the complete filtered equipment or action register

Set the register filters, sort and visible columns, then choose Export. Kenta queues a durable CSV job and retains all matching authorized rows at processing start; checked-row selection is not an export filter. The job history on the register shows the pending or processing state, a completed download or a retryable failure. Closing the page does not cancel queued work.

The worker preserves one database snapshot across server pages. The retained manifest records the exact filters, column order, row identities and revisions. CSV retains original record text and YYYY-MM-DD calendar dates; it protects spreadsheet formula-leading text. Downloads recheck current project access and cited-source availability. Project-wide evidence/audit reports still require audit authority; permission to read a register does not grant that authority.

Register jobs allow up to 100,000 matching rows, subject to a 16 MiB artifact and 8 MiB retained-manifest bound. Durable whole-project CSV supports up to 50,000 top-level records subject to the same byte bounds; PDF retains its smaller readable-document limits. Oversized output fails explicitly with no partial artifact. Narrow filters or columns when a limit is reached; there is no silent first-5,000-row truncation.

Procedure

1. **Choose the maintained data**

Open Reports for a project snapshot, or Export in a register for its permitted working data.

Check the requested format and scope. Use supported CSV or PDF/report outputs rather than assuming every visible file is included.

2. **Inspect the reporting basis**

Review source references, review state and freshness. A historical result describes its retained inputs at that time.

Keep missing and unknown values visible; a report is not a certificate of electrical capacity or delivery readiness.

3. **Generate and inspect the result**

Generate the authorized snapshot and inspect its resulting status. Download only after completion.

Application download links recheck current authorization. Before sharing a downloaded copy, verify the intended organization/project and that the recipient is authorized; the application cannot enforce its ACL on a copy shared outside the application.

Verify the result

The output is tied to its maintained records, reporting basis and permitted scope, with an inspectable result or recoverable error.

What happens next

A metadata export does not include unrestricted original file bytes, identity secrets or payment credentials. Each source download has its own authorization.

Troubleshooting

A previous export or source link is denied

Check whether access, source availability or export authority changed after generation. Request the appropriate scope or generate a fresh authorized export. Do not share a storage URL to bypass the check.

The report is stale

Inspect which input/source changed and whether the snapshot is intentionally historical. Review the change and generate a new report when a current basis is required; retain the old report's meaning.