

# ANALYST\_VIEWER

## Analyst and Viewer guide

Last verified against build: dev\_rc1\_20261005 (development copy, release candidate 3.2.0-RC1, store design), 2026-10-05.

**Viewer** (everyone not listed in Users and roles): reads the Dashboard, Matrix, KPI\_Check, ControlPanel and every analytics page except AN\_RawView, and exports a page as PDF. **Analyst**: Viewer plus DataView and AN\_RawView (show and export lines of closed months and the open month). Neither role can change data, refresh or close. The data you see is as of the last logged refresh (shown on every page, "Last refresh").

## The monthly cycle

| When                                      | What to look at                                                                                                                                    |
|-------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| During the month (open month, not closed) | Numbers of the active month can still change after each refresh; the close gate on ControlPanel says whether the month is ready                    |
| After the close                           | The month is in the store and frozen: AN_ pages, Dashboard and DataView read it as closed. Re-opened months are rare and logged (SignOff REOPENED) |
| Each page                                 | Readiness line (row 6): OK or INSUFFICIENT DATA with the reason; the warning line (row 7): files not admitted to the store or unassigned lines     |

## The analytics pages

Start at AN\_Index: one row per page with its question, audience and readiness. Every page has a question (row 4), a "how to read" note and a PDF button. Selections are the yellow cells (segment, month, method); segments are never added together (Life, Pension and Non-life are separate businesses).

| Page                                    | Question                                              | Read with care                                                                             |
|-----------------------------------------|-------------------------------------------------------|--------------------------------------------------------------------------------------------|
| AN_Exec_Life / Pension / NonLife        | How did the segment's payments develop this month?    | Tile statuses are DRAFT; "*" = placeholder, not an alert                                   |
| AN_Trend                                | Trend, seasonality, forecast                          | The forecast is a statistical extension, not a budget; its past accuracy is on AN_Backtest |
| AN_Triangle                             | Paid development by loss month                        | Indicative paid projection, not a reserve; PARTIAL loss months understated                 |
| AN_Dispersion                           | How uncertain is that projection?                     | Follows the AN_Triangle selection; Mack-style standard error, indicative                   |
| AN_Lags                                 | How long do the process stages take?                  | Per line or per case; SLA values are placeholders                                          |
| AN_Severity, AN_TailFit                 | How large are payments, how heavy is the tail?        | Per case within the 36-month window, not ultimate claims                                   |
| AN_Limits                               | Paid against cover, sum insured and initial reserve   | Survivor bias: only cases with payments                                                    |
| AN_Anomaly, AN_Watchlist                | Is a company's month unusual against its own history? | A signal to look at, not a finding; levels DRAFT                                           |
| AN_Backtest                             | Was the forecast accurate in the past?                | Few origins = wide uncertainty                                                             |
| KPI_Catalog, Method_Index, Method_Cards | What does each indicator and model mean?              | Parameters shown are the live values                                                       |

Numbers in titles and text are written the Turkish way (1.234,5; %5,2); numbers in tables follow your Excel's regional setting.

## Lines (Analyst)

- **DataView**: company and month (yellow cells) > Show lines; Export lines writes an .xlsx to the Export folder.
- **AN\_RawView**: companies (comma-separated, blank = all listed), from / to month, optional payment nature and case filter > Show lines (at most RawMaxRows lines). The reconciliation block compares the lines shown with the recorded batch totals: OK, DIFF (call an Administrator) or FILTERED. Export CSV writes to the Export folder. The lines are removed before the file is saved and are never exported as PDF. Only non-personal, whitelisted columns exist.
- Every Show / Export is one ActivityLog row.

## Messages

DENIED: your role does not allow the command (ask an Administrator for a role). The banner and every other message: MESSAGE\_CATALOGUE.md.