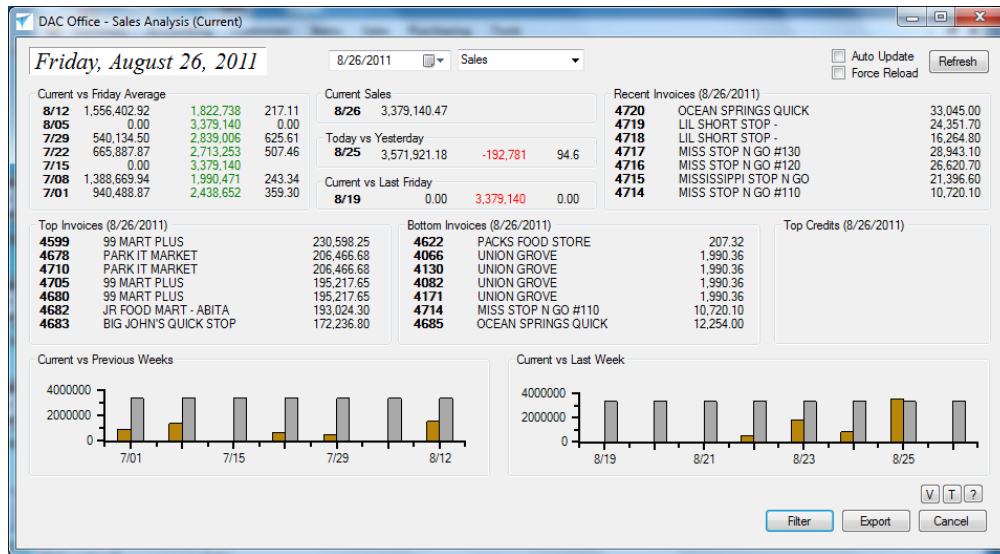


Overview

The Current Sales report shows what is happening as it is happening. Check the Auto Update button to tell the system to refresh automatically every 30 seconds. Click the Refresh button to refresh the data manually. The history data shown on this report is refreshed only the first time the screen is accessed. This is done to save time because the history data shouldn't change throughout the day. If you want the history data to reload for some reason, check the Force Reload checkbox and then press the Refresh button. Drill-down into the data by clicking on any date, invoice or customer label shown in bold on the screen. Change what you're viewing by selecting Sales, Cost or Profit from the metric drop-down box.



Exported Report

Click on the Export button to create a PDF file of the screen data. Each section contains pertinent sales information. In the example above, the "Current vs Friday Average" section shows sales for the previous 7 Fridays. The number in green shows how much you are over what you did on that Friday. If current sales are less it would be displayed in red, indicating how much more you need to sell in order to reach what you did on that day. The graph at the bottom left shows if information graphically. The "Current vs Last Week" graph shows sales for the current day in comparison to the previous 7 days. The gray bar in both graphs represents the current sales, making it easy to see how you're doing.

