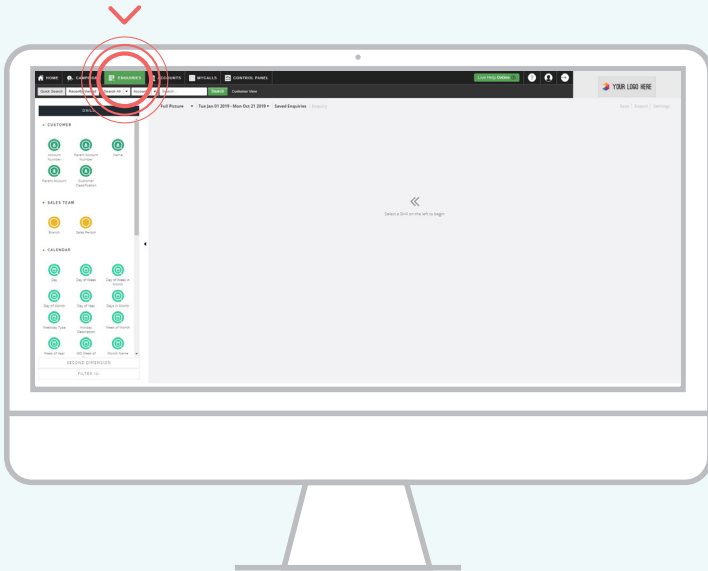


How To Change Settings In Sales Vs Gaps

Desktop

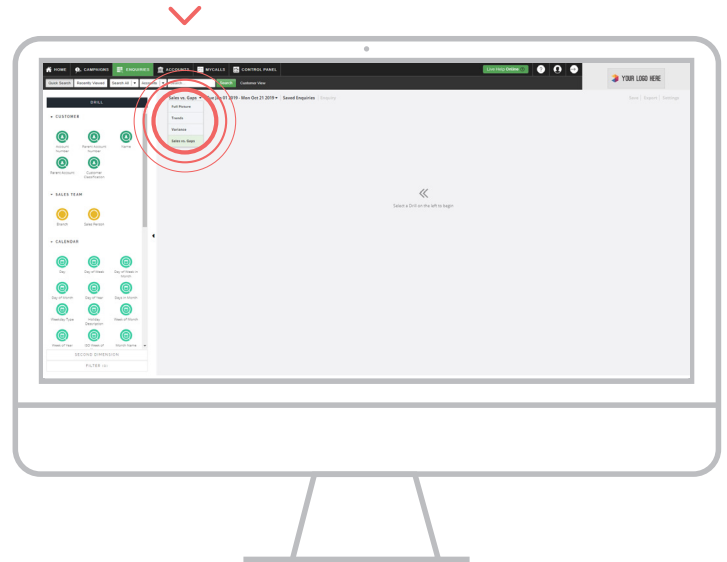
01 GO TO ENQUIRIES

Go to the Enquiries section by clicking on the Enquiries tab at the top of the screen.



02 ENQUIRY TYPE

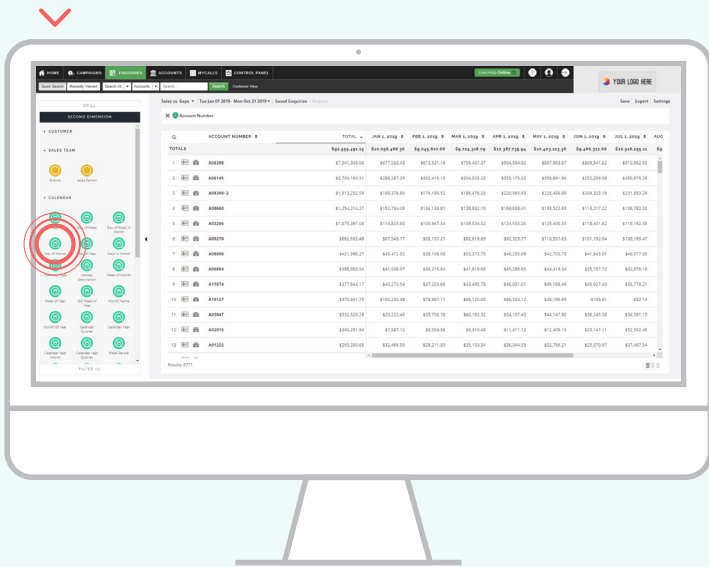
Select the Sales Vs Gaps enquiry type from the drop down list.



03 DRILL

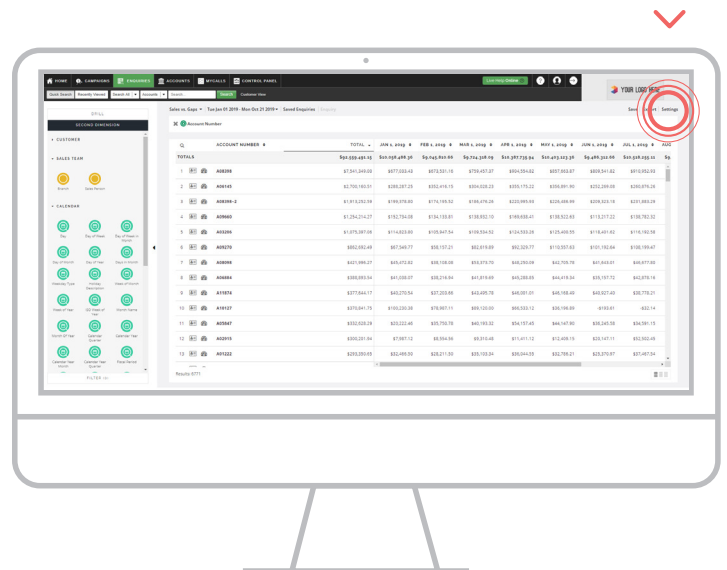
Select the bubble that you want to use to drill into your data.

In this example, click on the Day of Month bubble.



04 GO TO SETTINGS

To access the settings menu, click the settings option at the top right of the page



05 SETTINGS

Choose your settings from the drop down menu.

For example you can change the measurement type to see profit or quantity, you can also change the period type to Day, Week or Quarter.

Click on Apply to use the settings.

