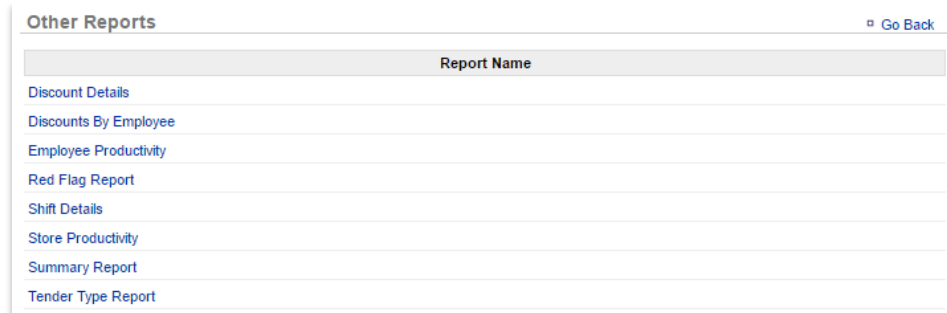


DISCOUNTS BY EMPLOYEE REPORT

The Advanced Reporting module of NCR Console can help you identify training needs and prevent loss by giving you deeper insight to the discounts that occur at your POS. The **Discounts by Employee** report allows you to view discount details by employee for any date range you run.

To access the **Discounts by Employee** report:

1. Log into NCR Console, go to the **Reports** tab and click **Other Reports**



2. Click the calendar icons to the right of **Date Range** to set the range
3. Click **Run Report** to view results
4. Click the **Change** link to the right of the date range to change the range

Employee	Net Quantity	Net Discounts	Net Sales	Avg Net Discount	Avg Net Sale	Net Invoices
Amber	30	\$120.28	\$269.54	\$4.01	\$38.51	7

You can also export the discount report to save on your computer and access any time.

1. From the report screen, Click **More Options**
2. Click **Export**

Employee	Net Quantity	Net Discounts	Net Sales	Avg Net Discount	Avg Net Sale	Net Invoices
Amber Delcid	30	\$120.28	\$269.54	\$4.01	\$38.51	7
Daniel Brooks	3	\$13.24	\$68.74	\$4.41	\$6.87	10
Faith Woods	27	\$320.01	\$2,110.94	\$11.85	\$44.91	47
Shantia Majors	8	\$238.92	\$380.54	\$29.87	\$34.59	11
Total	68	\$692.45	\$2,829.76	\$10.18	\$37.73	75

3. An excel file will appear at the bottom left corner of the screen (or wherever your downloads show)
4. Save the file to your computer for future reference