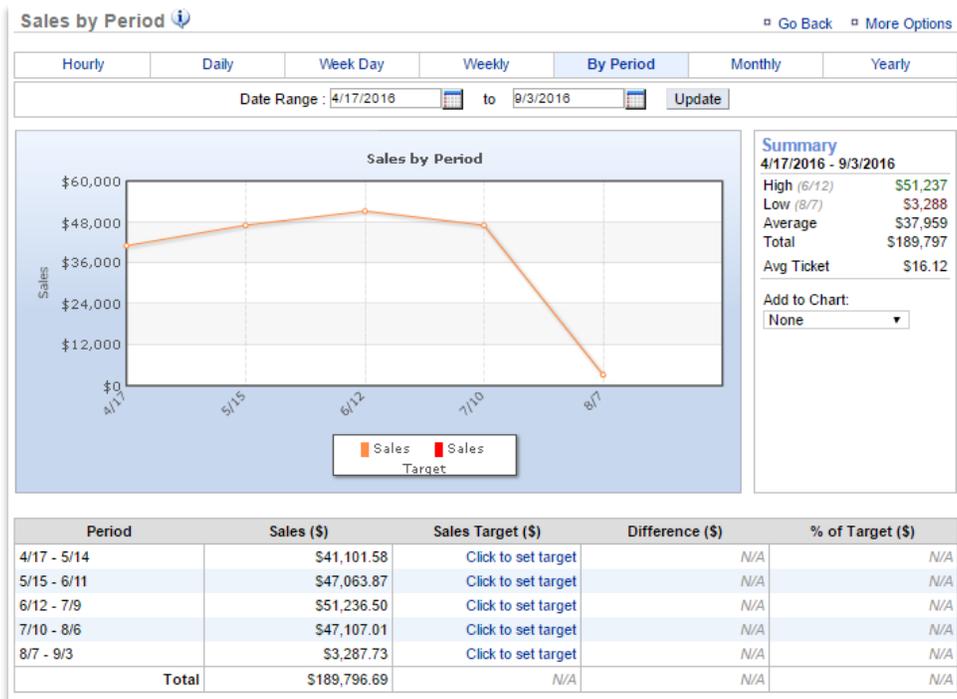


NCR CONSOLE SALES DATA

The NCR Console **Sales Reports** in the Advanced Reporting Module allows you provides a consolidated view of your store's business. You can sort and modify the reports to view the detail you are most interested in. To access the **Sales Reports**:

1. Log into NCR Console and click the **Reports** tab then **Sales Data**
2. You will see a summary of sales including a graph. Select one the following options or your own desired date range.
 - Hourly
 - By Period
 - Daily
 - Monthly
 - Weekly
3. Click **Update**



4. Each report has options in the summary box that allow you to modify the report data. You can do things like: Add transaction count or average ticket to chart and remove specific days of the week.
5. The Weekly, By Period and Monthly views include an option to set sales targets to track against. Click the **Click to set target** to input a goal.

Period	Sales (\$)		\$)	% of Target (\$)
4/17 - 5/14	\$41		N/A	N/A
5/15 - 6/11	\$47		N/A	N/A
6/12 - 7/9	\$51		N/A	N/A
7/10 - 8/6	\$47		N/A	N/A
8/7 - 9/3	\$3,287.73	Click to set target	N/A	N/A
Total	\$189,796.69		N/A	N/A

Sales Target ✕

8/7/2016 - 9/3/2016

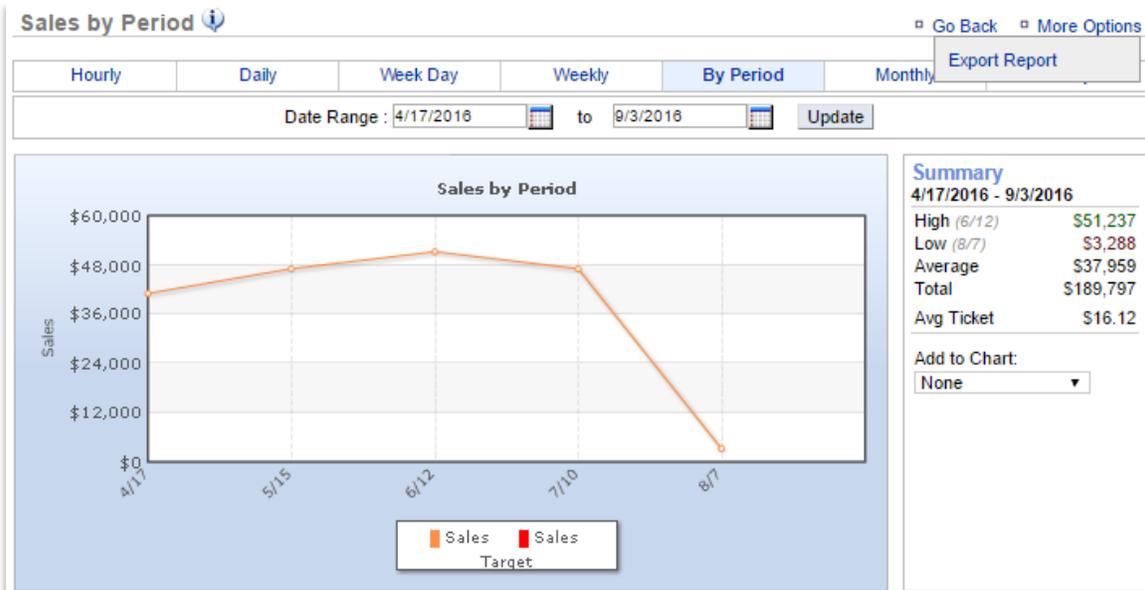
Sales Target :

Save Cancel

6. Click **Save** when your goal is input.

You can also export reports to a csv. You can save and store the export on your computer to view whenever needed. To do this:

1. Click **More Options**
2. Click **Export Report**



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