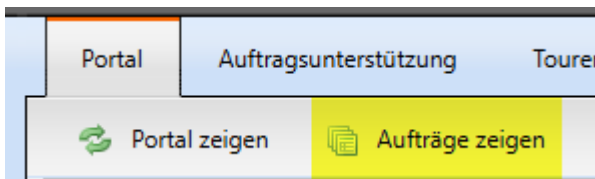


ORDER

- [Statistics - Display transferred orders via the backend](#)

Statistics - Display transferred orders via the backend



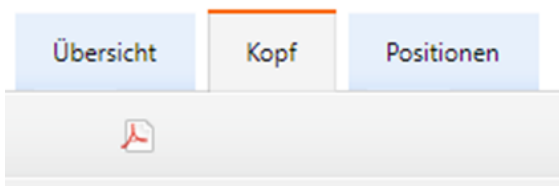
Use this button to access the Statistics area - Orders (equivalent to: Evaluation - Statistics - Orders).

The order headers of the transferred orders and transfer orders are displayed in a table.

By clicking on the Order number (highlighted in blue), you can access the order header details and switch to the order items.

Mitarbeiternummer	Mitarbeiter	Auftragsnummer
999921	Martin Craul iPhone	0020

In the header area, you will find the PDF icon, through which you can generate an Order suggestion on the web.

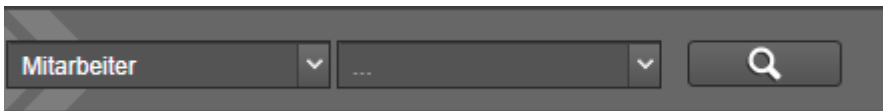


The Items tab shows you all information about the order items (e.g. Unit price or Discounts)

Übersicht		Kopf	Positionen		
ArtikelNr	Artikelbezeichnung	Menge	Einzelpreis	Rabatt	Nur berechnen
123456	Handy	1	100		—
789012	Software	1	50		—

The Summary tab takes you back to the (possibly previously filtered) table with the brief information.

Display orders of a Change agent

A dark grey search bar with a diagonal line on the left. It contains two dropdown menus: the first is labeled 'Mitarbeiter' and the second is empty with three dots. To the right of the dropdowns is a search button with a magnifying glass icon.

Switch to the Change agent area and call up Orders

Here you will find all orders documented by the Change agent in the selected Period. You can view the order in detail via the Order number. This corresponds to the menu item "Show orders" from the portal.

Display orders of a Customer

A dark grey search bar with a diagonal line on the left. It contains two dropdown menus: the first is labeled 'Kunde' and the second is empty with three dots. To the right of the dropdowns is a search button with a magnifying glass icon.

Switch to the Customer area and call up Orders

Here you can view all orders for the Customer in the desired Period. The Order number is in blue text, which means you can view the order in more detail by clicking on the number. The view corresponds to the item "Display orders" from the portal. Possible quick orders that occur without a Visit are also displayed.