

GENERATING SALES REPORTS

You can run your own reports:

1. Under the "Reports" Tab, choose "Unfiled Public Reports" folder

Reports: Unfiled Public Reports ~ salesforce.com - Enterprise Edition - Windows Internet Explorer

https://emea.salesforce.com/00O?fcf=00D2000000001ASu

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Home Dashboard **Reports** Leads Accounts Contacts Products Opportunities Sales Orders Service Call Documents Solutions

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Folder: Unfiled Public Reports Create New Folder

A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z | Other **All**

Create New Custom Report

Action	Report Name	Description	Last Modified By	Last Modified Date
Edit Del Export	AES Promotion to MCST at Bt Timah		Tan, Kirstyn	01/12/2009 15:50
Edit Del Export	Chargeable Service Call & Ad-Hoc Quot.		Interaktiv	01/06/2009 09:06
Edit Del Export	Fire Alarm Monitoring for Schools		Tan, Kirstyn	20/11/2009 12:12
Edit Del Export	MASTER LIST OF COMMERCIALS	MNC, LLE & SME	Tan, Kirstyn	26/11/2009 09:39
Edit Del Export	MASTER LIST OF CONSULTANTS	Architects, Interior Designers, M&E and Property Management	Tan, Kirstyn	26/11/2009 09:39
Edit Del Export	MASTER LIST OF EDUCATIONAL INSTITUTIONS	Primary/Secondary Schools, Universities & Government Institutions, Private Institutions	Tan, Kirstyn	27/11/2009 11:17
Edit Del Export	MASTER LIST OF GOVERNMENTS	Ministries, Statutory Boards & Camps	Tan, Kirstyn	26/11/2009 09:40
Edit Del Export	MASTER LIST OF MCST		Tan, Kirstyn	26/11/2009 09:38
Edit Del Export	MASTER LIST OF RETAILS	Retails/Oulets, Restaurants & Supermarkets	Tan, Kirstyn	26/11/2009 09:40
Edit Del Export	Quotation Subtotal Vs Items Total	Display quotation total vs quotation items total	Interaktiv	18/11/2009 00:33
Edit Del Export	Retails in Marina Bay Sands		Tan, Kirstyn	15/01/2010 18:32
Edit Del Export	Salesperson's Closed-Won Opps -YTD		Hu, Dexine	01/03/2010 17:10
Edit Del Export	Salesperson's Opp Pipeline Report		Hu, Dexine	24/02/2010 10:16
Edit Del Export	School Seminar 2009 - 2nd Session	By School	Tan, Kirstyn	09/11/2009 15:01

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2a) Salesperson's Closed-Won Opps YTD

Define Duration and Opportunity Status, click "Run Report" and "Show Details".

Salesperson's Closed-Won Opps -YTD ~ salesforce.com - Enterprise Edition - Windows Internet Explorer

https://emea.salesforce.com/00O20000003HgrX

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Salesperson's Closed-Wo... Edit Lead Settings ~ salesfor...

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Salesperson's Closed-Won Opps -YTD [Help for this Page](#)

Report Generation Status: Complete

Report Options:

Summarize information by: Opportunity Owner Summarize information by: Close Month

Time Frame

Interval: Close Date Duration: Current FQ

Start Date: 01/01/2010 End Date: 31/03/2010

View: My opportunities Opportunity Status: Closed Won Probability: All

Run Report Hide Details Customize Save Save As Delete Printable View Export Details

Generated Report:

Sum of Grand Total (one-time)	Close Month	Grand Total	Account Name	Type	Stage	Forecast Category	Close Date	Last Modified Date	Territory	Sub-territory
Opportunity Owner	01/02/2010									
<input type="checkbox"/> Dexine Hu	SGD 0.00	SGD 0.00								
20 cameras for Building A Level 10	-		Test Company 1	Existing Customer	Closed Won	Closed	25/02/2010	25/02/2010	LLE	Manufacturing

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2b) Salesperson's Opp Pipeline Report

Define Duration and Opportunity Status, click "Run Report" and "Show Details".

Salesperson's Opp Pipeline Report ~ salesforce.com - Enterprise Edition - Windows Internet Explorer

https://emea.salesforce.com/00020000003HFNq

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Salesperson's Opp Pipeline Report [Help for this Page](#)

Report Generation Status: Complete

Report Options:

Summarize information by: Opportunity Owner

Time Frame

Interval: Created Date

Duration: Last 90 Days

Start Date: 02/12/2009 End Date: 01/03/2010

View: My opportunities

Opportunity Status: Open Probability: All

Run Report Hide Details Customize Save Save As Delete Printable View Export Details

Generated Report:

Filtered By: [Edit](#)
Probability (%) greater or equal 50 [Clear](#)

Created Date	Account Name	Opportunity Name	Type	Lead Source	Stage	Grand Total (one-time)	Expected Revenue	Probability (%)	Fiscal Period	Grand Total (one-time) (converted)	Expected Revenue (converted)	Territory	Sub-territory
<input type="checkbox"/> Opportunity Owner: Dexine Hu (2 records)													
						SGD 3,420.00	SGD 1,710.00			SGD 3,420.00	SGD 1,710.00		
23/12/2009	TEST PTE	A/Dex/00518	Existing	-	Price	SGD 2,900.00	SGD 1,450.00	50%	Q1-	SGD 2,900.00	SGD 1,450.00	-	-

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