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## *ATEC Product Reorder Dashboard – Agent Training Guide*

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Welcome to your personalized Product Reorder Dashboard — designed to help you quickly identify high-demand items, track your inventory, and flag which products need to be reordered.

### App Link:

<https://atecitemreorder.streamlit.app/>

### What This Dashboard Does

- Shows demand scores based on how often a product is rented vs. how much stock is available
- Highlights items that may need to be reordered
- Filters the data to only show products assigned to you
- Lets you explore product group trends, inventory levels, and rental activity

### How to Use the App

#### 1.) Select Your Name

- At the top of the app, use the dropdown to select your name
- This filters the entire dashboard to only show your assigned product categories

#### 2.) Explore the Dashboard Tabs

##### Homepage

- Pie & bar charts show what product groups you're responsible for
- The inventory vs. Demand chart shows the top 20 products ranked by demand score  
[# of rental opps / (stock + on rent + 1)]

##### Product Table

- A full list of your items with:
  - Color-coded rows based on reorder needs
    - Red = Out of stock
    - Yellow = Low stock
    - Green = Healthy stock
  - Search bar to find products by name or SKU
  - Sort dropdown to rank by demand, stock, etc.
  - Filter by product group to narrow the view



### **Demand Score Chart**

- Visual ranking of our top 50 products by demand score
- Use this to spot high-demand, low-stock items instantly

### **3.) Identify Reorder Needs**

- Items with demand score > 1.3 are flagged as high demand.
- The “Reorder?” column shows true if an item meets the threshold
- Prioritize items with high demand and low or zero stock

### **4.) Take Action**

- Use this data to submit order requests, flag concerns, or prep for upcoming demand
- You can also filter by product group and export lists

### **Pro Tips:**

- Hover over charts for exact counts
- Click the checkboxes and dropdowns to refine your view
- The dashboard updates when the underlying Excel file is refreshed

If you have any questions or feature requests, contact Victoria Nguyen at [vnguyen@atecorp.com](mailto:vnguyen@atecorp.com).