



Loss Prevention (LP) Report Guide

Note: DTIQ's **Loss Prevention (LP) Report** feature requires an active subscription.

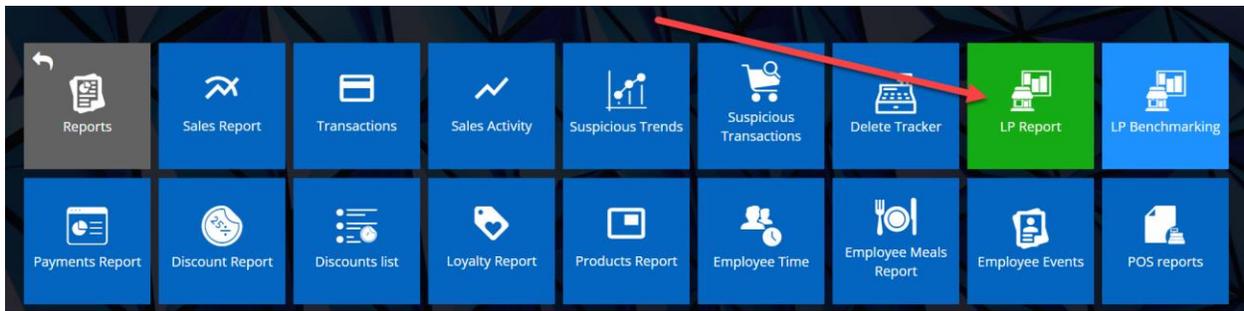
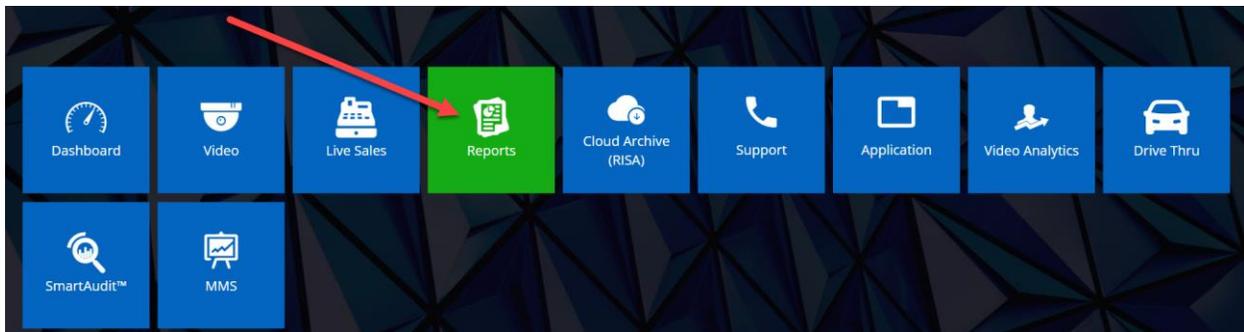
Content

In this guide, we will provide LP Report information as follows:

- [How to Access Your LP Report](#)
- [How to Navigate the LP Report Dashboard](#)
- [How to Filter the LP Report Dashboard](#)

How to Access Your LP Report

To access your **LP Report**, click the **Reports** tile, then **LP Report**.



How to Navigate the LP Report Dashboard

You will be taken to the **LP Report** dashboard. Here, you can view LP details for each

location, with columns and metrics (#, %, \$) for the following data:

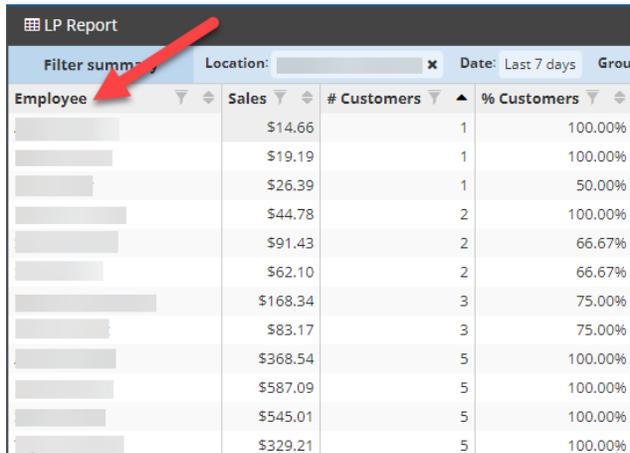
- Location name
- Sales
- Customers
- Prod Voids
- Voided
- Prod Canceled
- Refunded
- Prod Refunded
- LP
- Neg
- Corr
- < 1
- Discounts
- EmpMeal

The screenshot shows an 'LP Report' interface with a data table. The table has the following columns: Location name, Sales, Customers, % Customers, # Prod Voids, % Prod Voids, \$ Prod Voids, # Voided, % Voided, \$ Voided, # Prod Canceled, % Prod Canceled, \$ Prod Canceled, # Refunded, and % Re. The data is sorted by Location (Ascending). The interface includes a filter summary, date selection (Last 7 days), and a 'Need Help?' button.

Additionally, you can click the **up arrow** in any column header to sort those items in **ascending** order.

This image shows a close-up of the '# Customers' column header in the report. The header includes a dropdown arrow and an up arrow icon. A red arrow points to the up arrow icon, indicating that clicking it will sort the data in ascending order. The data values shown below the header are 615, 819, 830, 1178, 1297, and 1481.

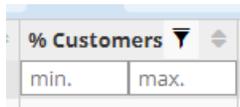
You can also click on the **location name** to break down the report by **employee**.



Employee	Sales	# Customers	% Customers
	\$14.66	1	100.00%
	\$19.19	1	100.00%
	\$26.39	1	50.00%
	\$44.78	2	100.00%
	\$91.43	2	66.67%
	\$62.10	2	66.67%
	\$168.34	3	75.00%
	\$83.17	3	75.00%
	\$368.54	5	100.00%
	\$587.09	5	100.00%
	\$545.01	5	100.00%
	\$329.21	5	100.00%

How to Filter the LP Dashboard

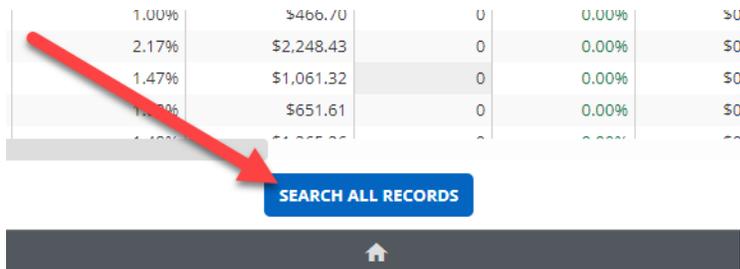
To filter the table, click the **Filter** icon next to any column header and enter your criteria.



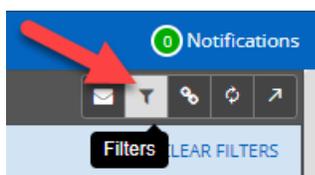
% Customers ▾

min. max.

Then, click **SEARCH ALL RECORDS** at the bottom of the page.



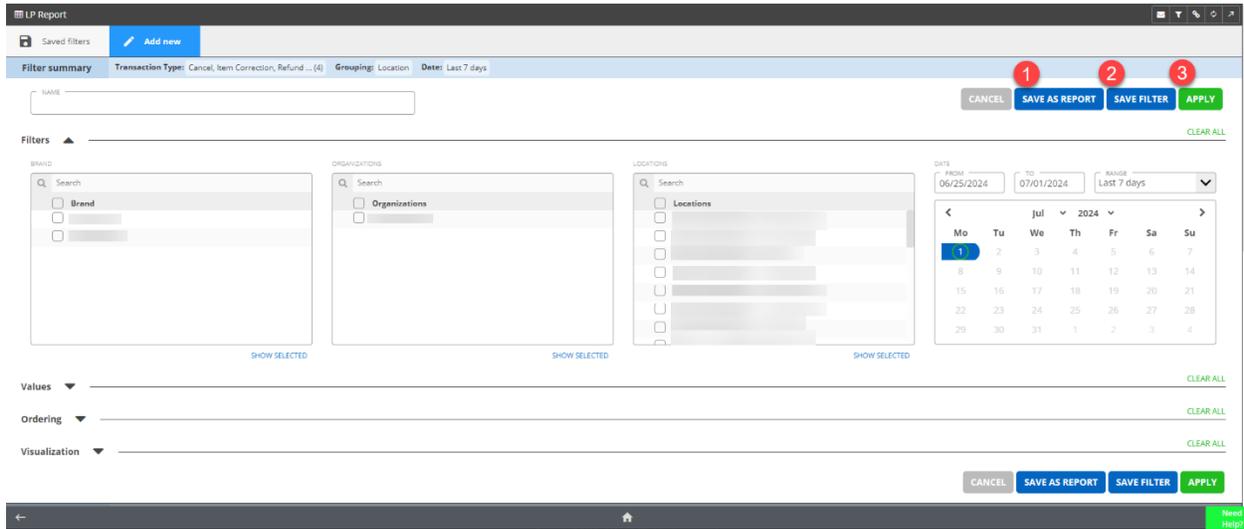
As with DTiQ's other reports, you can also create a custom filter for the **LP Report**. To do this, click the **filter** icon in the top-right corner of the page.



The **custom filter menu** will pop up. Choose one of the **Saved filters** for the table or click

the **Add new** to create your own. Select your desired criteria (**Filters, Values, Ordering, Visualization**), then choose from the following options:

1. **SAVE AS REPORT** to save your filtered data as a **Custom Report**.
2. **SAVE FILTER** to save the new filter to your list of **Saved filters**.
3. **APPLY** to immediately apply the filter to your LP table.



For additional information or questions please contact [DTiQ Support](mailto:support@dtiq.com) at support@dtiq.com or your [Customer Experience Team](mailto:csr@dtiq.com) at csr@dtiq.com.



800.933.8388 | info@dtiq.com | www.DTiQ.com