

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

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LP Report														T % 0
Filter summary	Date: Last 7 days	Grouping: Location	Sort by: Location (Ar	cending) Transactio	n Type: Cancel, Item C	prrection, Refund (4)								
cation name 🛛 🔻	▲ Sales ♥ ♥	# Customers 🍸 🌻	% Customers 🍸 🌼	# Prod Voids 🍸 🄍	% Prod Voids 🝸 🌻	\$ Prod Voids 🔻 🌖	# Voided Y	0 % V	/oided ∓ ≑	S Voided 🝸 🌼	# Prod Canceled 🝸 🌼	% Prod Canceled 🔻 🌼	S Prod Canceled 🝸 🌼	# Refunded 🍸 🌻 % R
	\$43,918.98	2779	99.93%	324	1.71%	\$2,464.23		0	0.00%	\$0.00	216	1.1496	\$1,018.87	2
	\$49,077.09	3599	99.83%	474	2.29%	\$2,143.06		0	0.00%	\$0.00	331	1,60%	\$1,939.16	6
	\$30.041.39	2157	99.81%	215	1.62%	\$1,137,42		0	0.00%	\$0.00	205	1.54%	\$1,151.10	4
	\$22,766.96	1767	99.89%	118	1.30%	\$558.96		0	0.00%	\$0.00	171	1,88%	\$868.35	2
	\$35,265.97	2665	99.74%	320	2.17%	\$1,632.18		0	0.00%	\$0.00	277	1.88%	\$1,532.13	7
	\$29,841.62	1956	99.95%	187	1.51%	\$1,098.07		0	0.00%	\$0.00	188	1.52%	\$909.14	1
	\$24,443.94	1699	100.00%	214	2.10%	\$999.80		0	0.00%	\$0.00	156	1.53%	\$764.80	0
	\$54,418.85	3429	99.74%	411	1.80%	\$2,025.87		0	0.00%	\$0.00	339	1,49%	\$2,008.11	9
	\$46,623.22	2919	99.62%	224	1.1996	\$1,048.28		0	0.00%	\$0.00	377	2,00%	\$2,019.87	11
	\$24,776.49	1983	99.80%	286	2.849	\$1,265.01		0	0.00%	\$0.00	151	1.50%	\$747.75	4
	\$52,905.69	3849	99.87%	489	2.06%	\$2,580.63		0	0.00%	\$0.00	296	1.25%	\$1,514.63	5
	\$14,318.85	1202	99.67%	106	1.92%	\$467.05		0	0.00%	\$0.00	146	2.65%	\$709.26	4
	\$65,568.68	4113	99.66%	596	2.35%	\$3,161.64		0	0.00%	\$0.00	611	2.40%	\$3,771.45	14
	\$41,675.91	3229	99.85%	442	2.37%	\$1,985.38		0	0.00%	\$0.00	276	1.48%	\$1,444.06	5
	\$41,627.39	2929	99.83%	351	2.06%	\$1,757.65		0	0.00%	\$0.00	388	2.28%	\$1,662.39	5
	\$35,812.99	2767	99.96%	537	3.48%	\$2,416.75		0	0.00%	\$0.00	333	2.16%	\$2.347.20	1
	\$27,963.41	1993	99.80%	265	2.14%	\$1,427.37		0	0.00%	\$0.00	131	1.06%	\$670.65	4
	\$45,277.72	3159	99.91%	280	1.51%	\$1,352.30		0	0.00%	\$0.00	251	1.35%	\$894.31	3
	\$24,002.42	1792	99.89%	164	1.64%	\$725.82		0	0.00%	\$0.00	221	2.21%	\$1,035.10	2
	\$23,226.33	1689	99.94%	94	0.96%	\$452.34		0	0.00%	\$0.00	151	1.55%	\$774.56	1
	\$43,663.01	3086	99.97%	393	2.17%	\$2,245.84		0	0.00%	\$0.00	483	2.67%	\$2,523.85	1
	\$34,317.49	2777	99.82%	239	1.45%	\$1,046.32		0	0.00%	\$0.00	288	1.75%	\$1,332.63	5
	\$20,691.16	1361	99.27%	124	1.59%	\$636.64		0	0.00%	\$0.00	139	1.78%	\$851.41	10
	\$47,057.22	3369	99.97%	300	1.48%	\$1,260.26		0	0.00%	\$0.00	379	1.87%	\$2,196.55	1
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6 8						Het et Page	1 of 3	• •						View 1 - 25 of 5
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Additionally, you can click the **up arrow** in any column header to sort those items in **ascending** order.



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

⊞ LP Report						
Filter summer	Lo	cation:	×	Da	ate: Last 7 days	Grou
Employee 🗕 🔻 🔻	\$	Sales 🔻 🌲	# Customers 🔻	•	% Customers	▼ ♦
		\$14.66		1	10	0.00%
		\$19.19		1	10	0.00%
		\$26.39		1	5	0.00%
		\$44.78		2	10	0.00%
		\$91.43		2	6	6.67%
		\$62.10		2	6	6.67%
		\$168.34		3	7	5.00%
		\$83.17		3	7	/5.00%
		\$368.54		5	10	0.00%
		\$587.09		5	10	0.00%
		\$545.01		5	10	0.00%
		\$329.21		5	10	0.00%

How to Filter the LP Dashboard

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

% Custom	% Customers T 🔶								
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.

III LP Report								■ T % ◊ ↗
Saved filters 🖌 Add new								
Filter summary Transaction Type: Cancel, Item Correction, Refund (4	Grouping: Location Date: Last 7 days				1		2	3
NAME			c	ANCEL	SAVE AS	REPORT	SAVE	FILTER APPLY
				_				C.C.D.M.
Filters 🔺								
BRAND	ORGANIZATIONS	LOCATIONS	DATE - SPON -		- TO		BANGE -	
Q, Search	Q, Search	Q. Search	06/25/2	24	07/01/20	24	Last 7 da	ys 🗸
Brand	Organizations	Locations	<		Iul	× 2024	~	>
			Mo	Tu	We	Th	Fr	Sa Su
			(1)	2		4		6 7
			8	9				13 14
						18		20 21
								27 28
				30				3 4
SHOW SELECTED	SHOW SELECTED	SHOW 58	LECTED					
Values								CLEAR ALL
vuiues +								
Ordering 🔻								CLEAR ALL
Vigualization								CLEAR ALL
			_					
				ANCEL	SAVE AS	REPORT	SAVE	FILTER APPLY
4		•						Need
		n						Help?

For additional information or questions please contact <u>DTiQ Support</u> at <u>support@dtiq.com</u> or your <u>Customer Experience Team</u> at csr@dtiq.com.



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