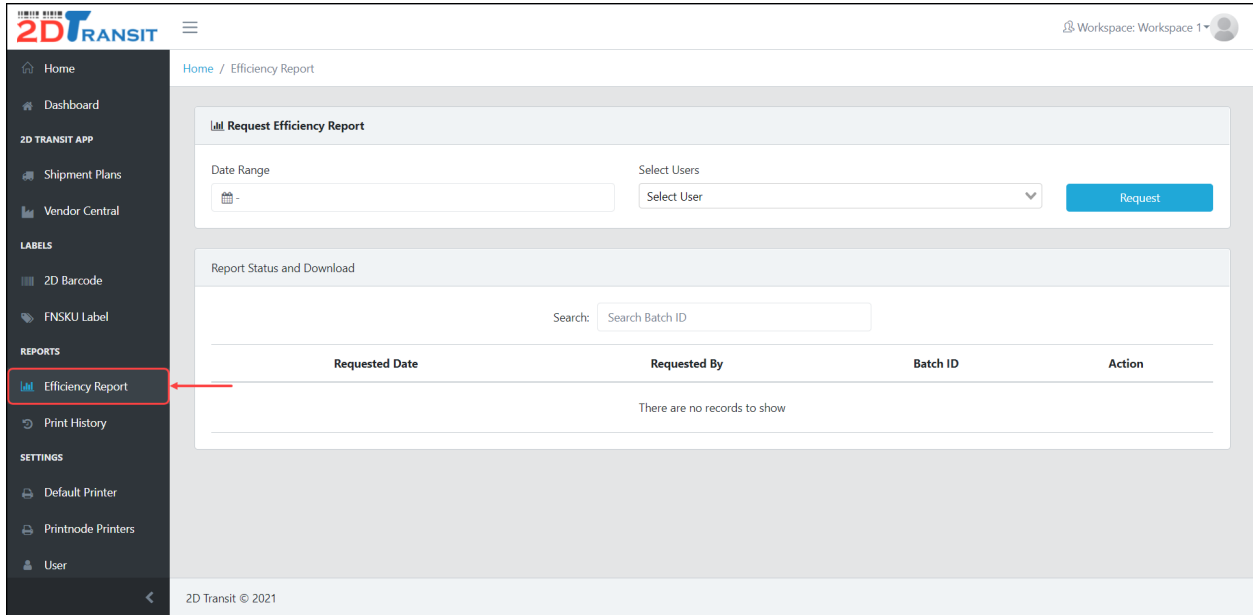


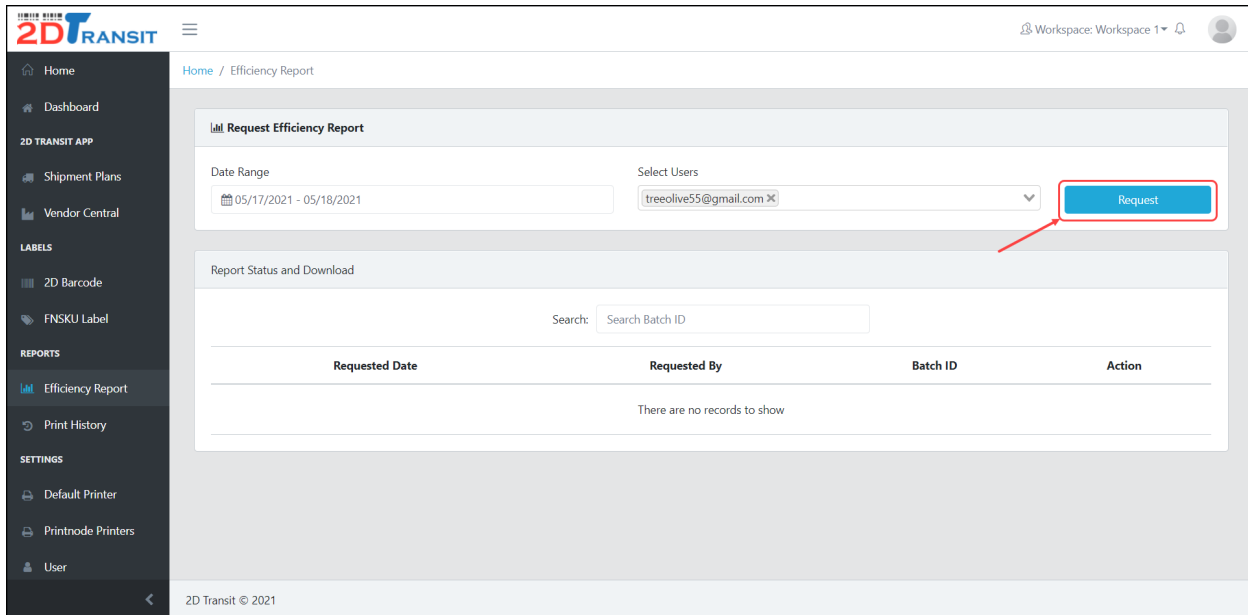
# Efficient Report Tool

This is a tool that allows a report to be run from a custom date range by warehouse, by individuals up to multiple users to see cartons processed per hour/per day and also items processed per hour/per day.

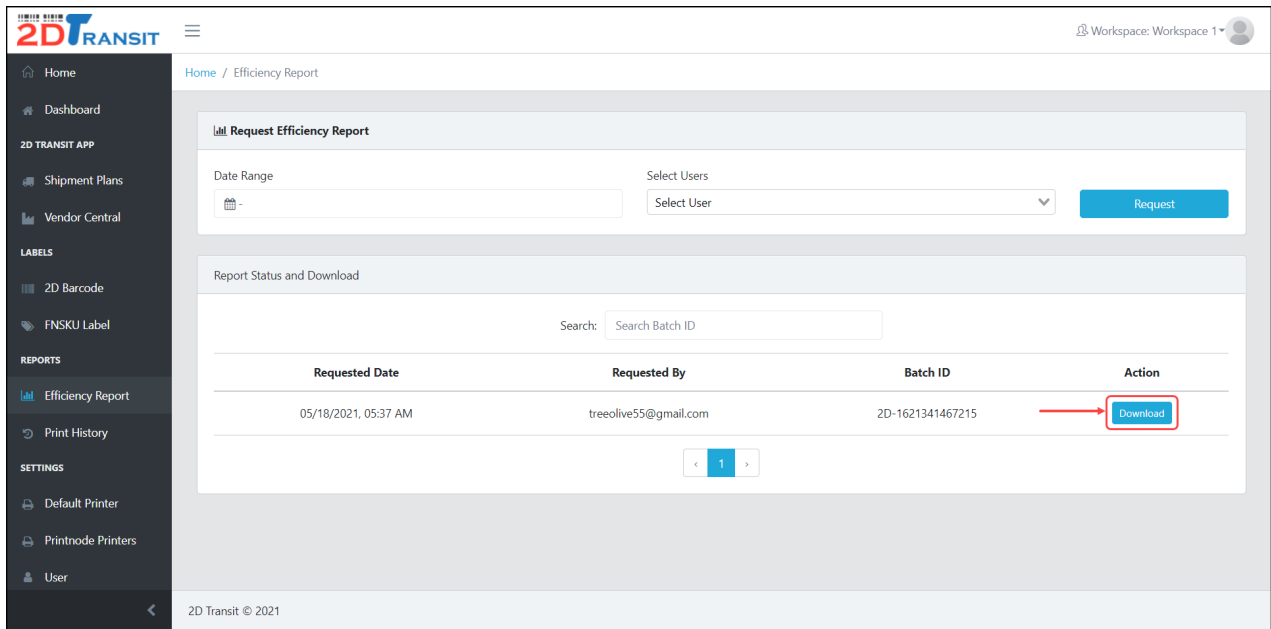
- To generate a report, click the **Efficient Report** menu in the sidebar.



- In requesting a report, you are required to select a date by range and choose multiple users. Please note that choosing of users will depend on the role of your account.
  - Admin Role and above - can choose multiple users
  - User Role - can only choose your account
- After filling the needed information, click the **Request** button to proceed.



- To download the requested report, just click the **Download** button.



- The downloaded file will be in csv format with 5 columns (Date, Processor, Shipment ID, Total Carton, Total Item).

	A	B	C	D	E
1	Date	Processor	ShipmentId	Total Carton	Total Item
2	5/18/2021	treeolive55@gmail.com	FBA15QVM0XZ0	1	13
3					
4					
5					
6					