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Welcome to the DISH POS dashboard. In this tutorial, we show you how to retrieve shift reports.



How do I retrieve shift reports?

First, click on Finances.



How do I retrieve shift reports?

Then go to Shift report.



How do I retrieve shift reports?

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You are now in the Shift management. In the calendar, select a date for which you want to retrieve the report for. Note: The default time of the beginning and end of the shift cannot be modified.

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• Then click on reports to select what kind of reports should be displayed.

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Click on Day report drawer shifts to see all sold articles on the selected day. Note: After clicking on a report category, it will open the report in a new tab.

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Click on Particularities on day to see all transactions in and out of the cash register. Note: After clicking on a report category, it will open the report in a new tab.

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To compare the turnovers generated from each Staff member, select the Staff Members and click on Turnover per hour. Note: After clicking on a report category, it will open the report in a new tab.

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1 That's it. You completed the tutorial and now know how to retrieve shift reports.

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