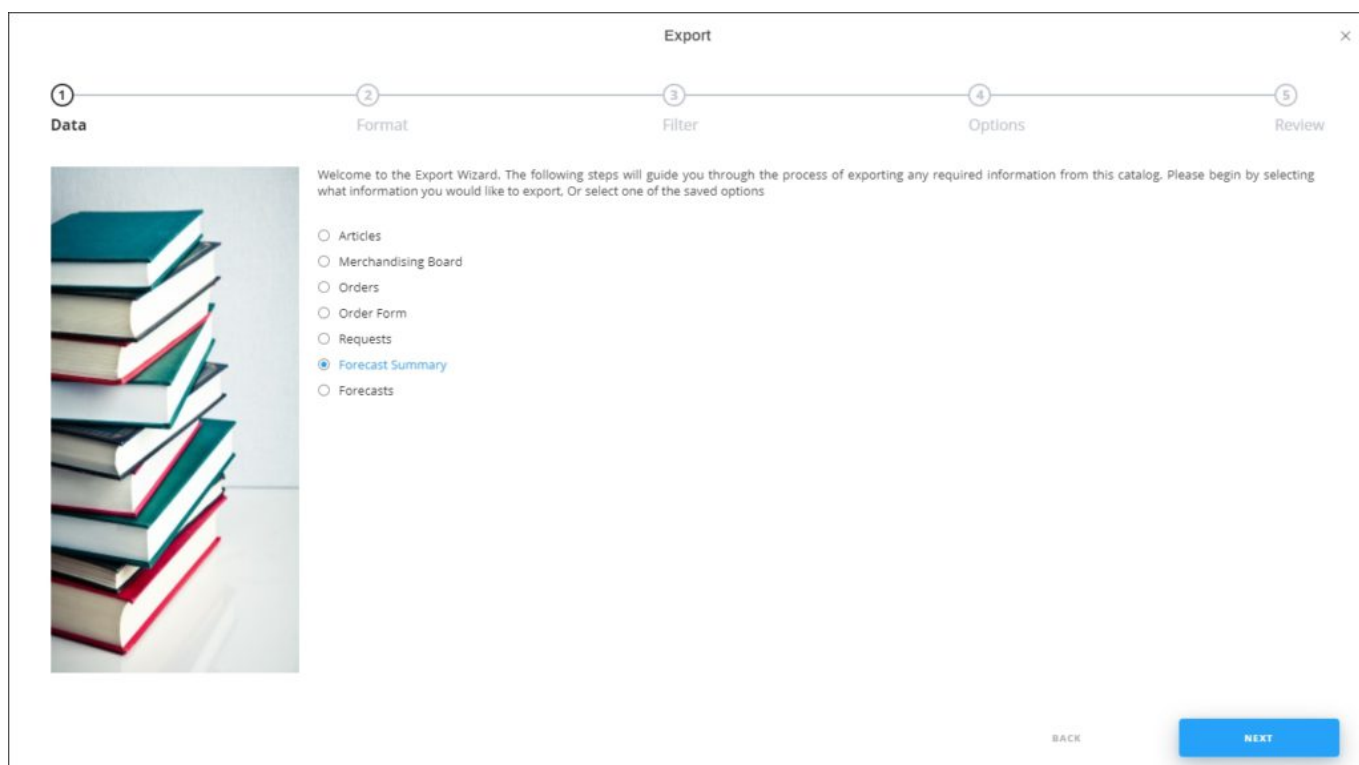


Export forecast summary

To export forecast summary, follow these steps:


1. Click **Export**, the following window appears:



If options are saved, a menu appears enabling you to select the export option you want as shown below:

Export ×

① Data② Format③ Filter④ Options⑤ Review



Welcome to the Export Wizard. The following steps will guide you through the process of exporting any required information from this catalog. Please begin by selecting what information you would like to export. Or select one of the saved options

SELECT ONE OF THE SAVED OPTIONS

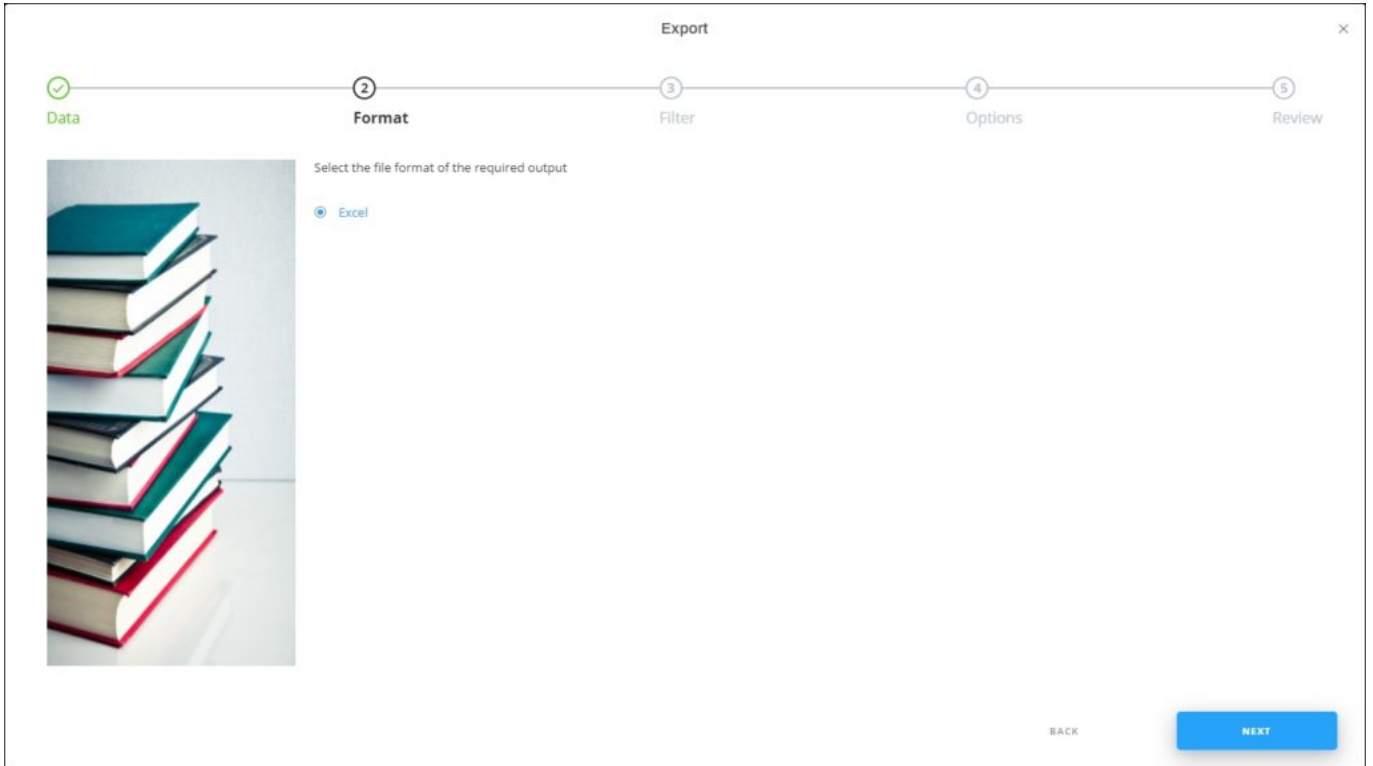
Select an option ▼

- Articles
- Merchandising Board
- Orders
- Order Form
- Requests
- Forecast Summary
- Forecasts

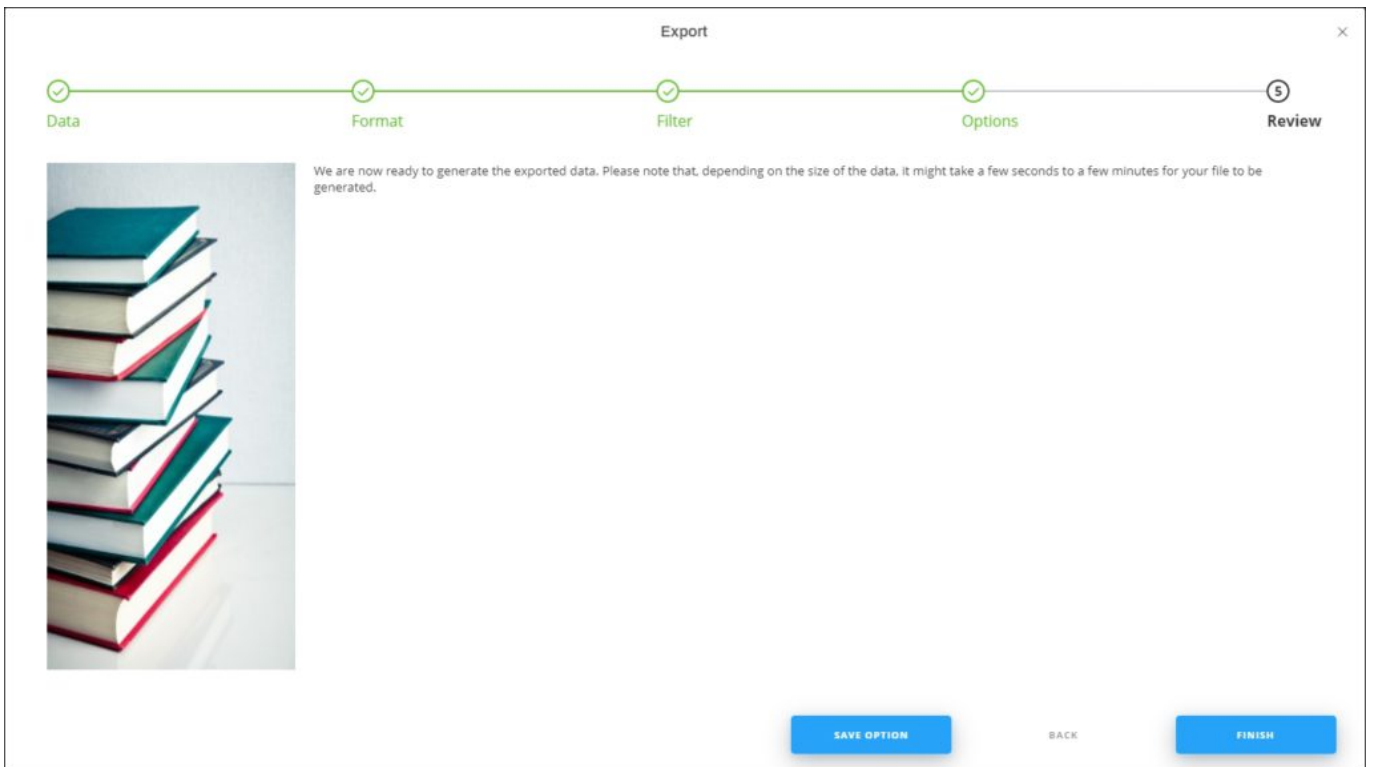
BACKNEXT

Select the option you want, the Format window is skipped. You can delete any of the saved options by hovering the mouse over it then clicking the **Delete** icon.

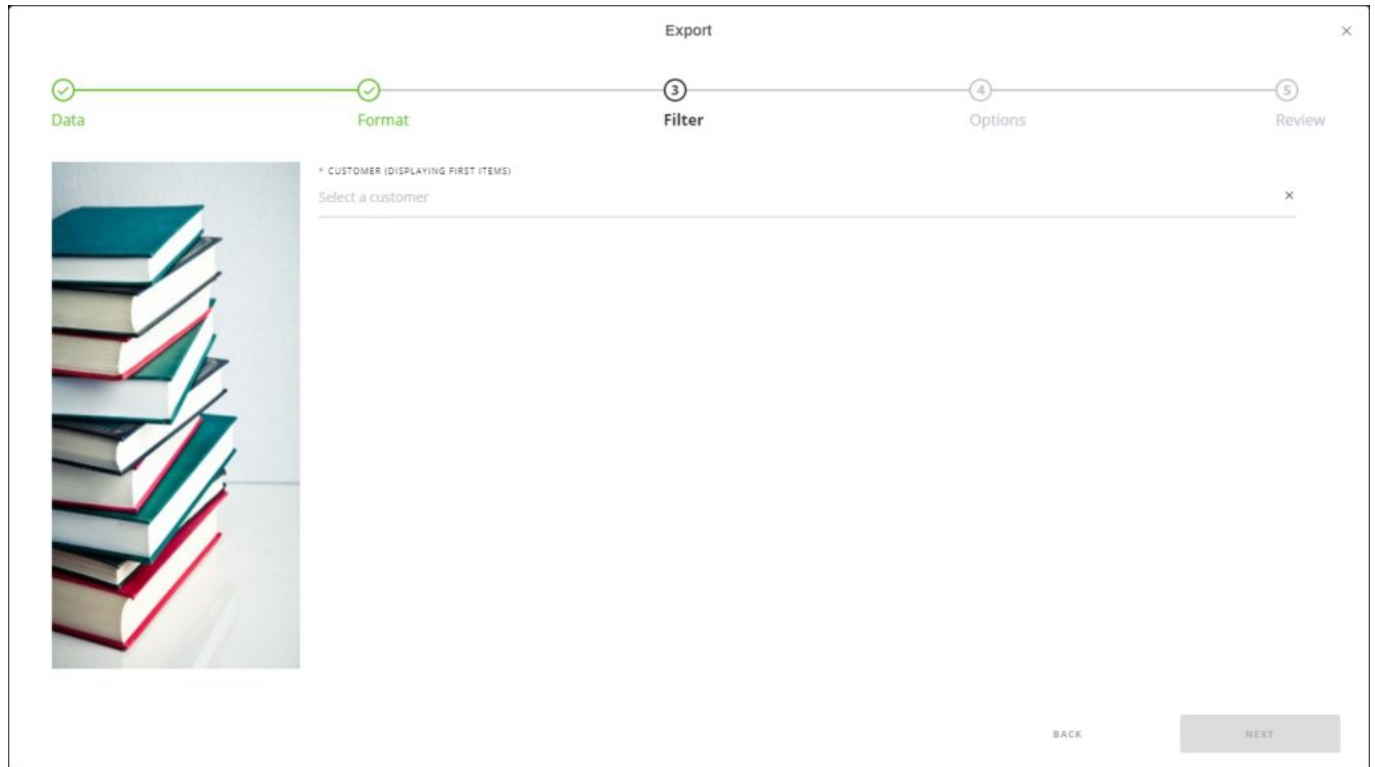
2. Select "Forecast Summary", if no option is selected, then click **Next**, the following window appears:



3. Click **Next**, the Options window appears:



If the selected customer is “Full Range”, the window appears as shown below to enable you to select the customer you want:



Select the customer you want, then click **Next**.

4. Select the attributes you want to include in the Excel file then click **Next**, the **Review** window appears:

