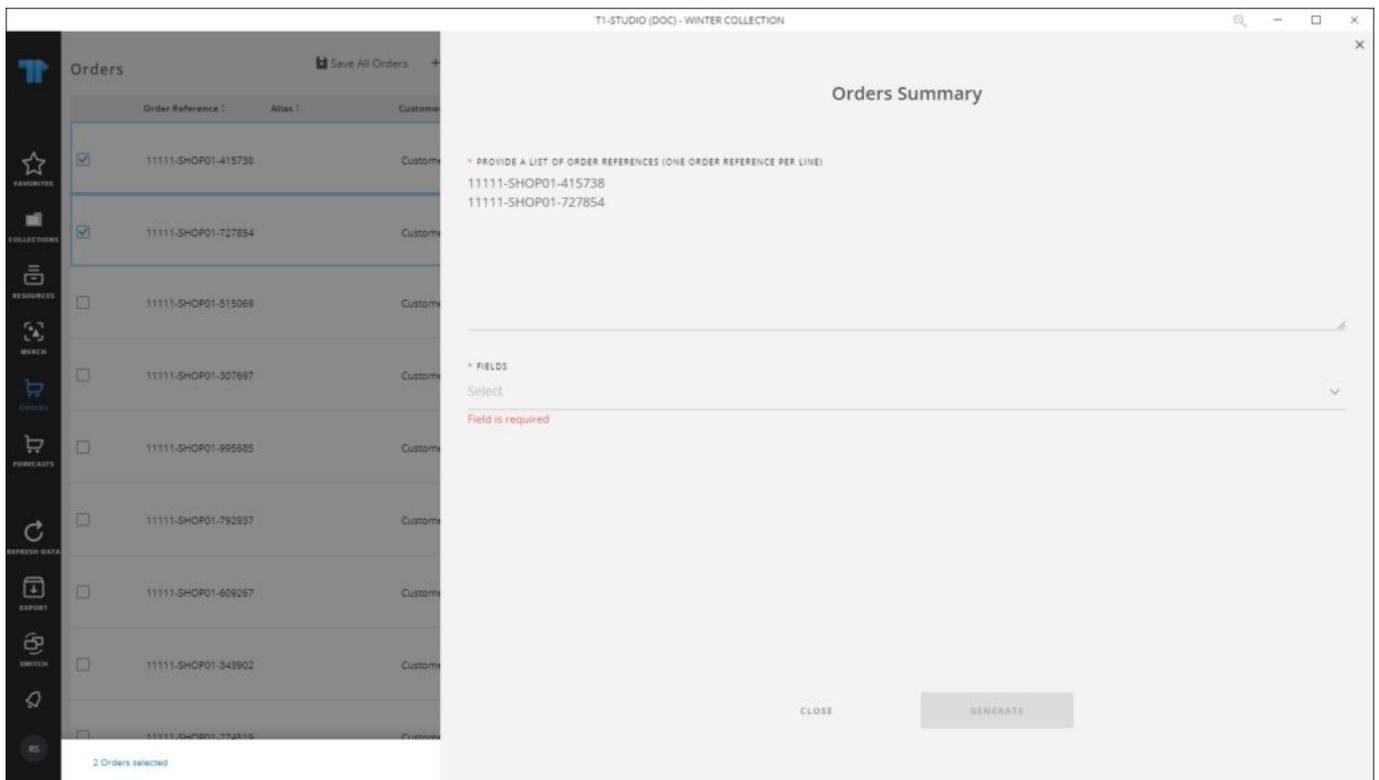# Order summary

Through this option, you can aggregate orders quantities and values across multiple orders. You can use the row and column dividers.

Order summary is created for orders with processing status "Submitted", "Approved", "Disapproved", "Confirmed", "Locked", and it includes active orders, active orderlines, and active sizes.

To create the order summary, select the orders you want then click the button, the following window appears:

Select the fields you want to include in the summary then click **Generate**, the summary appears as shown in the below example:

The total quantities for orders are aggregated based on the selected attributes. You can click the arrow next to the attributes and select the values you want to include in the summary. You can click **Hide Settings** to hide the selected row and column dividers.