Save a copy of a report in Gimme

We've all been in the middle of reviewing a report that has specific dates and parameters, only to be interrupted by a time sensitive matter that requires us to navigate from the report and lose our place. (sigh)

Next time this happens, save a copy of your report by following these steps:

- Select the top right, **red menu button**
- Select Edit/Add Notes

14:03 Tue May 3				***			ati 🗢 Q 65% 🔳 🤇
<			Acc	ountability			C 💿
Date Range: Last month	oute : 3333 🗙						
Search By POS Title		•					Edit
							Delete
Totals: 3333					\$0.00	\$0.00	Save to XLS
Gimme Test							Create PDF
	Gimme House	MM Test 2	MT2 >	Apr 21 08:19	\$0.00	\$0.00	Saved Reports
							Edit/Add Notes
					_		

Select Save and navigate to anywhere else in Gimme

14:03 Tue May 3				•••			al 🕏	ባ 65% 💼
<			Acc	ountability				c 😐
Date Range: Last month	Route : 3333 🗙					Add	Column Canc	el Save
Search By POS Title		•						
		•						
Route Code, Customer Title								
Totals:					\$0.00	\$0.00	\$0.00	\$0.00
3333								
Gimme Test	Gimme House	MM Test 2	MT2 >	Apr 21 08:19	\$0.00	\$0.00	\$0.00	\$0.00

- To return to your saved report, select the top right red menu button
- Select Saved Reports

14:02 Tue May 3				••••			ati 🗢 🔉 65% 🔳
<			Acc	ountability			C 😁
Date Range: Last month R	oute : 3333 🗙						
Search By POS Title							
Q mm							Edit
							Delete
Route Code, Customer Title							
Totals:					\$0.00	\$0.00	Save to XLS
3333 Gimme Test							Create PDF
				Apr 21 08:19	\$0.00	\$0.00	Saved Reports
							Saved Reports
							Edit/Add Notes
		_					

• Select the saved reports based on the time stamp

14:03 Tue May 3				nti 🗢 🗘 65% 🔳
<			<u>.</u>	с 😶
		Cancel		
Date Range: Last month Route	: 3333 🗙			
Search By POS Title		Q Search		
Q mm		Report 05-03-2022 14:03		Edit
No.		Report of the Local Prices		Delete
Route Code, Customer Title. Loo	cation litle PO:	Report 01-13-2022 20:16		
Totals: 3333			\$0.00	Save to XLS
Gimme Test				Create PDF
Gim	nme House MM		\$0.00	Saved Reports
				Edit/Add Notes