


We continue to invest in our platform to give you the best experience. Looking towards the future, you can expect even more advanced features and functionality shaping **Priority** to your business needs.

- Getting the help you need** - Using the various help tools we offer in **Priority**, you can easily and effectively find any help you may need in the system. The Helpbook, found in every document in just a click on the  **Help** button, includes the most relevant video clips, SOPs, and FAQs, when you need it - where you need it. Following our announcement in version 22.1 about the upcoming removal of the Wizards, as of version 23.1, we invite you to use the Helpbook for all your system help needs. Of course, we carefully moved all the relevant information to the Helpbook, available since version 22.1.

Priority Analytics

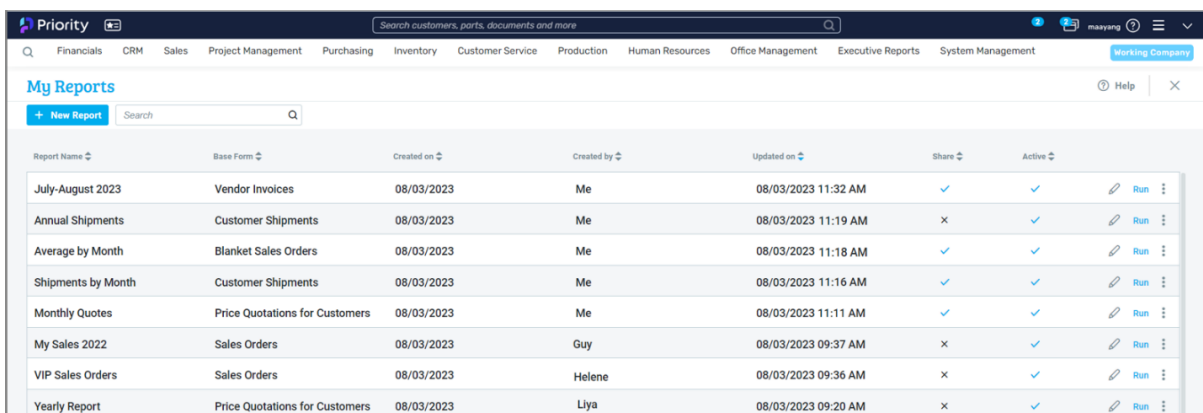
We are proud to announce **Priority Analytics** - a new, intuitive, and easy way to create reports.

Using new, innovative technology, now all users can build reports that include combined data from different modules and areas in **Priority**, helping you analyze and evaluate information, so you can make data-driven decisions.

This upgraded and flexible experience allows you to build a report by choosing fields from a variety of forms; standard and customized.



The new Analytics icon takes you from the home page to the new **My Reports** area, where you can view reports you created, reports shared with you, and perform actions, like building new reports, editing existing reports, and running reports.



| Report Name | Base Form | Created on | Created by | Updated on | Share | Active | |
|--------------------|--------------------------------|------------|------------|---------------------|-------|--------|-----|
| July-August 2023 | Vendor Invoices | 08/03/2023 | Me | 08/03/2023 11:32 AM | ✓ | ✓ | Run |
| Annual Shipments | Customer Shipments | 08/03/2023 | Me | 08/03/2023 11:19 AM | ✗ | ✓ | Run |
| Average by Month | Blanket Sales Orders | 08/03/2023 | Me | 08/03/2023 11:18 AM | ✓ | ✓ | Run |
| Shipments by Month | Customer Shipments | 08/03/2023 | Me | 08/03/2023 11:16 AM | ✓ | ✓ | Run |
| Monthly Quotes | Price Quotations for Customers | 08/03/2023 | Me | 08/03/2023 11:11 AM | ✓ | ✓ | Run |
| My Sales 2022 | Sales Orders | 08/03/2023 | Guy | 08/03/2023 09:37 AM | ✗ | ✓ | Run |
| VIP Sales Orders | Sales Orders | 08/03/2023 | Helene | 08/03/2023 09:36 AM | ✗ | ✓ | Run |
| Yearly Report | Price Quotations for Customers | 08/03/2023 | Liya | 08/03/2023 09:20 AM | ✗ | ✓ | Run |



Select Fields

Sales Orders

- Address for Inv-Desc
- Address for Invoice ([List of Customer Sites](#))
- AdvancePaymt Balance
- Approved
- Assigned to ([List of Users](#))
- Attachments?
- Base Rate
- Bill in ServContract
- Billing Period
- Bin

Help | ×

Selected Fields (9)

| | | |
|------------------|----------------|---|
| Customer Number | Sales Orders | × |
| Customer Name | Sales Orders | × |
| Date | Sales Orders | × |
| Order | Sales Orders | × |
| Part Number | Order Items | × |
| Part Description | Order Items | × |
| Quantity | Order Items | × |
| Total Price | Order Items | × |
| Purchase Price | Part Catalogue | × |

Cancel Save

You can also define advanced report settings like sharing the report and defining the report as a multi-company report. You can set report column definitions to group specific data together, to sort data, aggregate calculations for columns, and add expression columns for advanced calculations.

In the **My Reports** area you can find the reports you already built in the past from the User Report Generators and continue running them only. To benefit from the new and advanced functionalities that Priority Analytics has to offer, we encourage you to rebuild them in Priority Analytics. Gradually, we do plan to take down the report generators. Of course, we will give prior notice.

