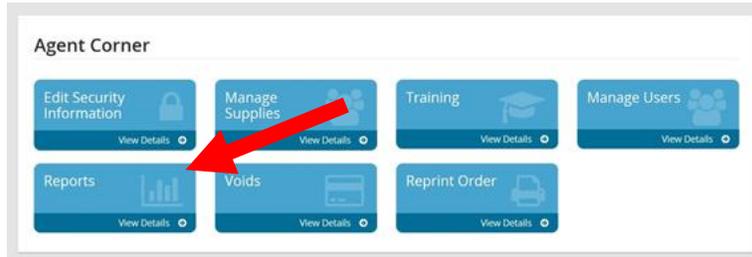


Daily Sales Report

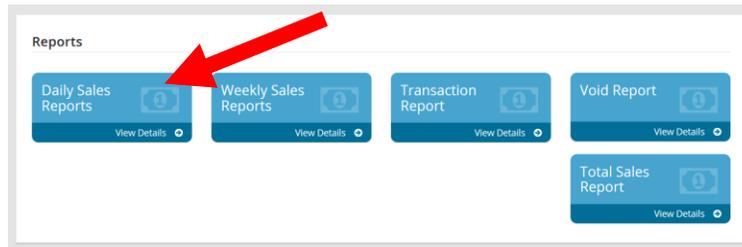
1. Log in and get to the Sales Dashboard. Select the [Agent Corner](#) link near the top of the screen.



2. The Agent Corner page has several selections. Choose the [Reports](#) button.



3. On the Reports Page, select the [Daily Sales Reports](#).



The **Daily Sales Report** will show a summary of your total sales for any past sales date, along with details on each transaction. You can search for the sales date using the [search feature](#). It will display The [Summary of Sales](#) for that day, as well as detailed information on the [individual sales](#) completed that day.

