

The Two Minute User Guide to RPM – Freestyle

RPM Freestyle allows you to look back at two years' worth of data. It is primarily for the Head Office analyst who may wish to analyse trends or track promotions over a period of time. Freestyle is only accessible via the drop-down option in RPM Retail's main applications, RPM Gateway, RPM Toolkit and RPM Connect.

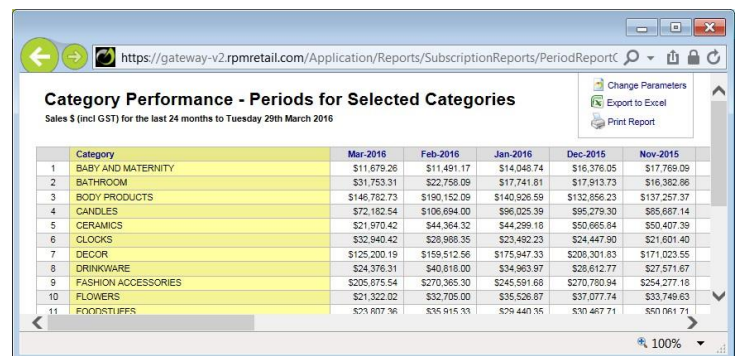


When using Freestyle, there are a number of possible reports that can be run. We have covered as many angles as possible and there is a way to find most data 'sliced and diced' in the way you want.

The Three Simple Steps to Getting Information from RPM Freestyle.

Step 1. Choose your focus: Do you want to view a report by Store, Category, Product, Supplier or Staff Member?

This determines what will be listed in the first column.



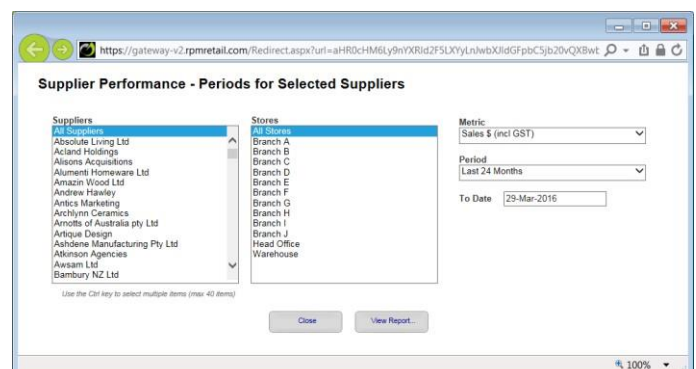
Category	Mar-2016	Feb-2016	Jan-2016	Dec-2015	Nov-2015
1 BABY AND MATERNITY	\$11,679.26	\$11,491.17	\$14,048.74	\$16,376.05	\$17,769.09
2 BATHROOM	\$31,753.31	\$22,758.09	\$17,741.81	\$17,913.73	\$16,382.86
3 BODY PRODUCTS	\$146,782.73	\$190,152.09	\$140,826.59	\$132,856.23	\$137,257.37
4 CANDLES	\$72,182.54	\$106,684.00	\$96,025.39	\$95,279.30	\$95,687.14
5 CERAMICS	\$21,970.42	\$44,384.32	\$44,299.18	\$50,665.94	\$50,407.39
6 CLOCKS	\$32,940.42	\$28,998.35	\$23,482.23	\$24,447.90	\$21,601.40
7 DECOR	\$125,200.19	\$159,512.56	\$175,947.33	\$208,301.83	\$171,023.55
8 DRINKWARE	\$24,376.31	\$40,818.00	\$34,983.97	\$28,612.77	\$27,571.67
9 FASHION ACCESSORIES	\$205,875.54	\$270,365.30	\$245,591.68	\$270,780.94	\$254,277.18
10 FLOWERS	\$21,322.02	\$32,705.00	\$35,526.87	\$37,077.74	\$33,749.63
11 FOODSTUFFS	\$23,807.36	\$35,915.33	\$29,440.35	\$30,487.71	\$50,061.71

Step 2. Choose your format: Do you want a Period Report, a Total Report, a Metric Report or a Graph?

- If you want to see fixed Daily, Weekly, Monthly reports, **Select a Period Report.**
- For greater flexibility on your date ranges, perhaps for monitoring promotions, **select a Total Report.**
- To see a number of Metrics (KPI's) in the one report, **select a Metric Report.**
- Finally, to graph a result, click on the graphing option.

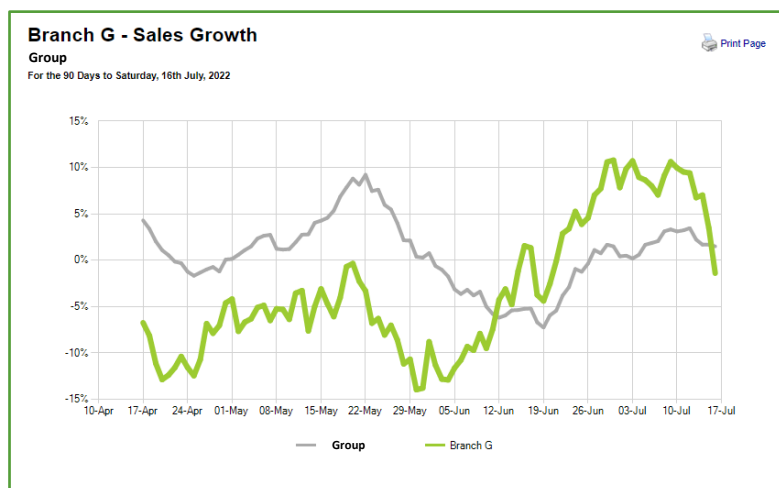
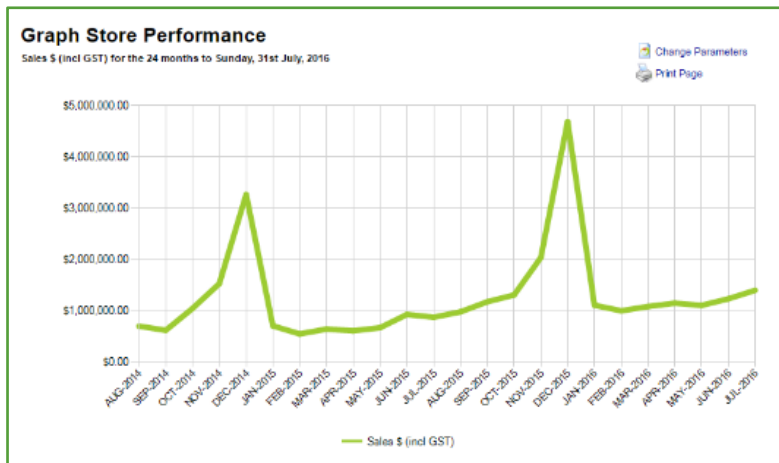
Step 3. Refine your choices: Select single, multiple or all options from the Focus Select Panel.

Select the Date Range or the Final Date on which you would like to report, then customise the final information, however you chose by selecting the Metric to display.



Performance Reports and Graphs

You can view sales and stock results for any supplier, category, or product range. These graphs can include figures from any periods over the last 2 years and can be viewed for days, weeks or months.



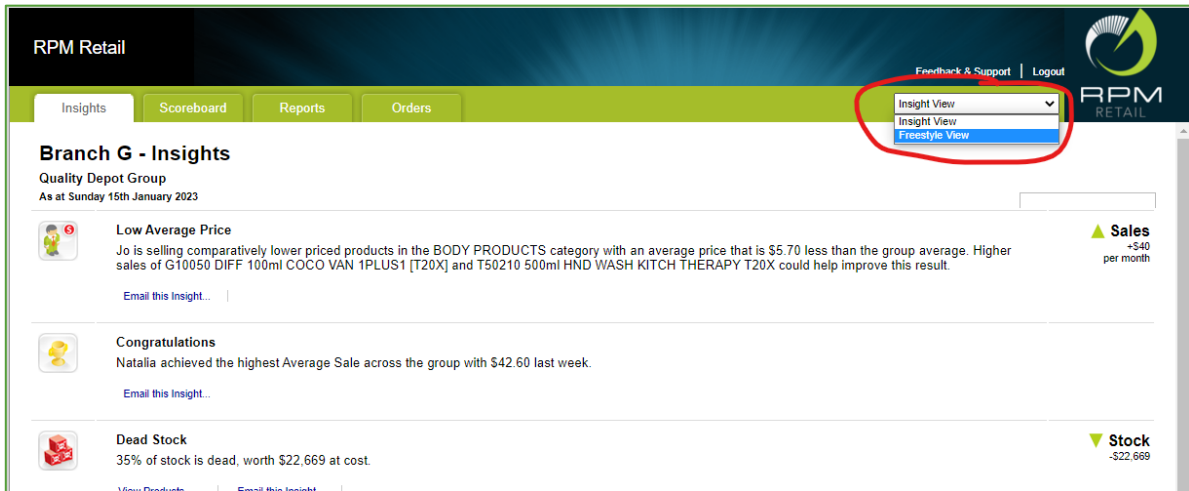
RPM is secure and confidential – no other store can see your results.

Just login – and view your up-to-date reports from anywhere!

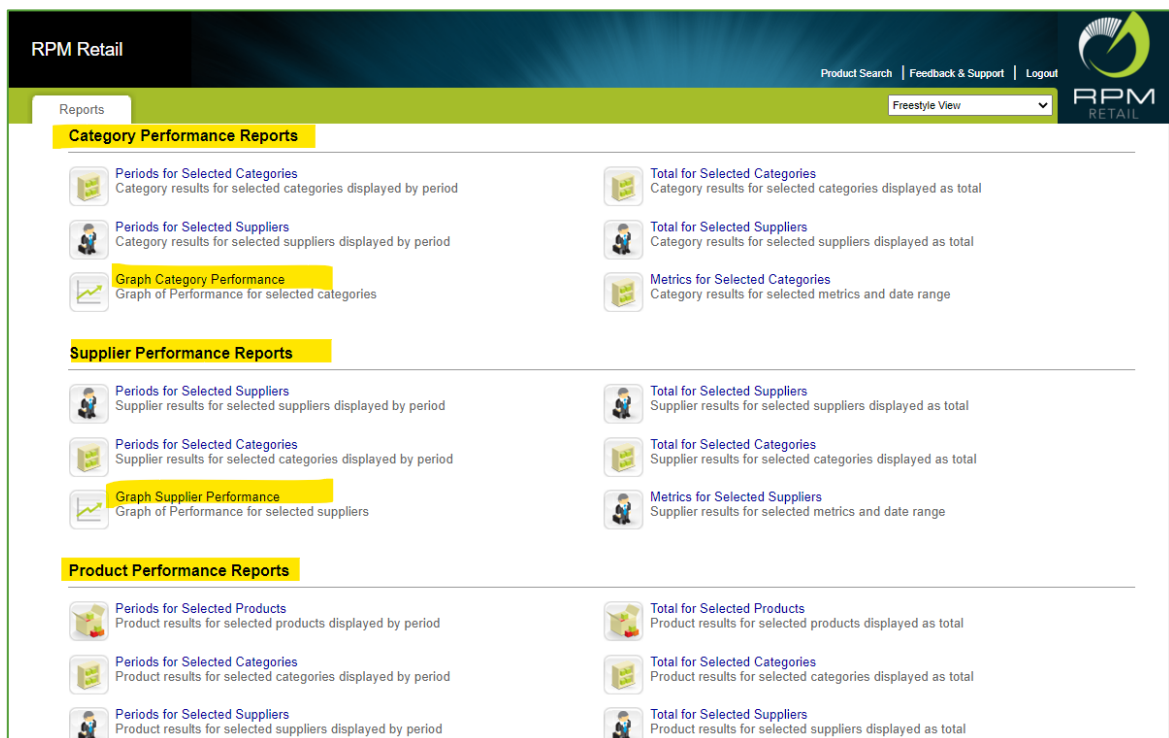


To access these freestyle reports, Follow these steps:

1. Change your view from 'Insights View' to 'Freestyle' from your top right hand corner (as below):



2. Once in the 'Freestyle view', this should give you a list of custom reports you can run as per your needs and analytical purposes. These reports have historical data up to 24 months or 36 months based on your request.



Any custom reports specifically created for you should also be available in this view. However, if you are unable to locate anything or need help with any reporting – please feel free to contact us and one of our team members will help you out as soon as possible.