



Top Suggested Reports

Type / Report	Purpose	Daily	Weekly	Monthly	Quarterly
SALES					
Sales Overview	Sales, Guest count, Avg Ticket (Salon Performance)	X	X	X	
Salon Dashboard	Sales, Guest count, Avg Ticket, Employee Performance, Retail Performance	X	X	X	X
Employee Detail Retail Report	Sales, Contests	X	X	X	
Coupon Analysis	Discount Type, Amount, Frequency (Discount Success or Challenge)		X	X	X
Cash Sales Summary	Cash, Credit, Taxes, Deposits	X	X		
EMPLOYEE PERFORMANCE					
Knockouts Performance Report	Sales, Hours, Productivity, Guest Retention (Brand Standard Metrics)	X	X	X	X
Employee Service Efficiency	Stylist Time (Online Booking)			X	X
Hourly Sales Report	Client Traffic per hour (Scheduling)				X
Client Retention Report	Date entry (Client consistency)			X	X
LOSS PREVENTION					
Down Ticket Report	Change in Booked Service		X		
Void/Change	Adjusted Transactions (Checks & Balances)	X	X		
CLIENTS					
BookedBy Dashboard (Central Office)	Online Performance		X	X	
Frequency of Visit Analysis	Client Visit Habits				X
Wait Time Detail	Customer Wait and Journey Experience	X			
INVENTORY					
Inventory Detail (Product Line)	Value of Inventory (On Hand)			X	
Inventory Adjustment	(Transfers of retail to Back bar or out of stock)	X		X	