



Aqqurate Solutions Lead Management Software User Guide

REPORTS

www.aqqurate.net

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Company: aqqurate.net



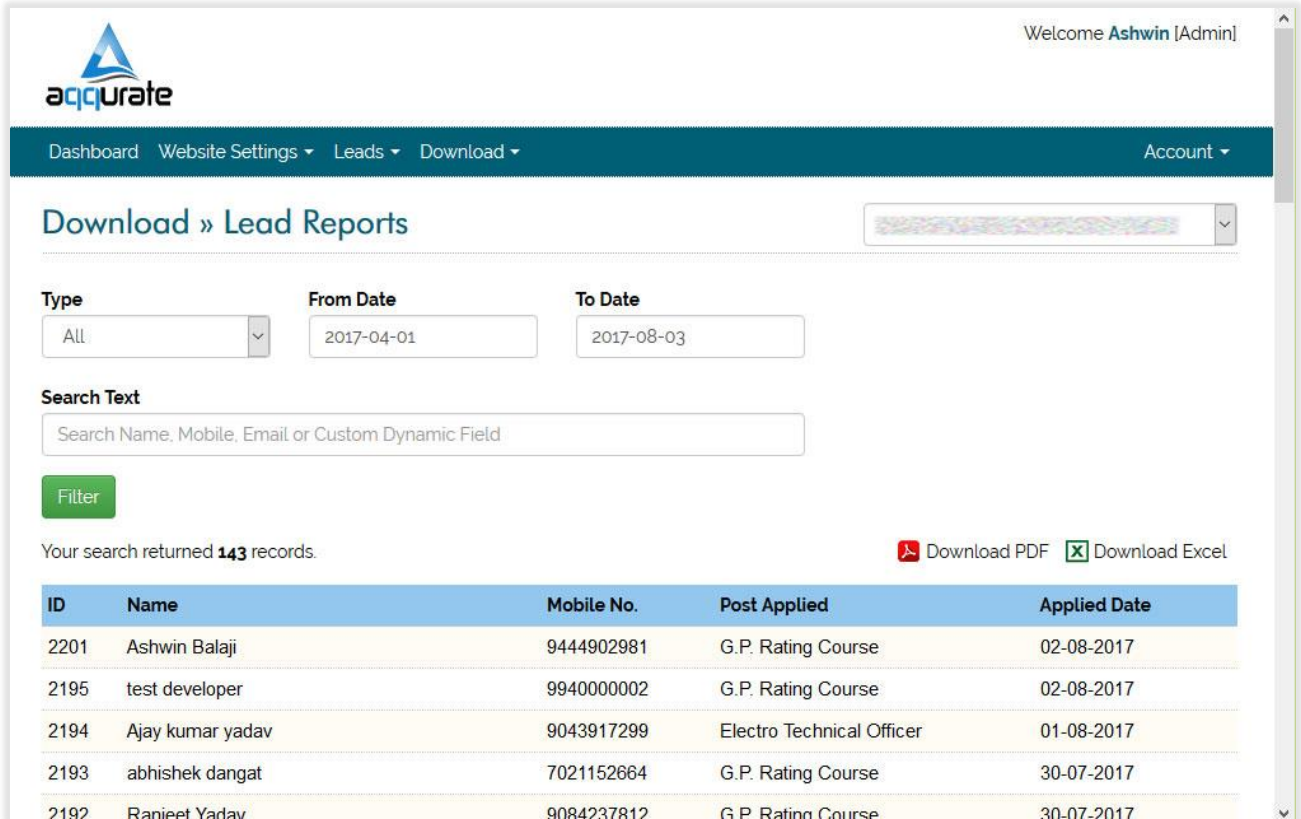
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1. REPORTS

Reports

This module allows you to generate and download reports in MS Excel and PDF formats. Filters are available to search and filter by type, search string and date.



Welcome **Ashwin** [Admin]

Dashboard Website Settings ▾ Leads ▾ Download ▾ Account ▾

Download » Lead Reports

Type: From Date: To Date:

Search Text:

Your search returned **143** records. [Download PDF](#) [Download Excel](#)

ID	Name	Mobile No.	Post Applied	Applied Date
2201	Ashwin Balaji	9444902981	G.P. Rating Course	02-08-2017
2195	test developer	9940000002	G.P. Rating Course	02-08-2017
2194	Ajay kumar yadav	9043917299	Electro Technical Officer	01-08-2017
2193	abhishek dangat	7021152664	G.P. Rating Course	30-07-2017
2192	Ranjeet Yadav	9084237812	G.P. Rating Course	30-07-2017

Filters

These filters are available for you to sort data as per your requirement.

Type: allows to filter leads by All Leads, New!, Converted, Pending and Ignored.

Date: date range can be set by **“From Date”** and **“To Date”**.

Search Text: Any lead can be searched by entering Text in the field; it can search by ID, Name, Mobile or any dynamic field that you may have created.

Filtered data can be downloaded by MS **Excel** or **PDF** formats via links available on top of table.



2. THANK YOU

Thankyou!

