



Guest Speaker



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Three Things I Wish I Knew



One

*The Purpose of a
Tick Box*

Report Explorer

All reports		All reports : Search Results		offer us	
Shortcuts		Report name & details		Report type	Date last run
+ Accounting + BoilerPlate Reports + Box Office + Marketing + Patron Engagement	-	Offer Usage By Customer Run by Customer ID. "This Year". Unformatted.xlsx. Filter by offer name. Each row is a ticket.		Analysis	2025-09-25 4:42:25 PM
	By Offer				
	By Customer ID				
	By Promo Code				
	New criteria set				

Report Explorer

Edit report

Info Output

Type:

Sales Customer **Analysis** Accounting Event Instances Memberships Opportunities Campaigns Opportunity Stages Activities
Pledges & Legacies Customer Audits Attendee Invitees Relationships Soft Credits Mailing ROI Ticket Vouchers

Analysis reports show a row for each item sold or returned. Items include tickets, reservations, merchandise and gift-vouchers. Analysis reports are usually used by the box office and marketing.

Name:

Offer Usage By Customer

Description:

Run by Customer ID. "This Year". Unformatted.xlsx. Filter by offer name. Each row is a ticket.

☒ Make available in sales interface?

☐ Only available to sales administrators in sales interface?

Save

Cancel

Reports

Reports



Offer Usage By Customer

Run by Customer ID. "This Year". Unformatted.xlsx. Filter by offer name. Each row is a ticket.

Run





Two

Oh Look, Folders!

[Reports](#)[Mailings](#)[Customer Lists](#)[Report Schedules](#)[Customer List Schedules](#)**Customer Lists**[Segment Explorer](#)**Customer Lists**

- [-] Customer List Explorer
 - [+] Box Office
 - [-] Data Analysis
 - 2019 Data Project
 - 2024
 - 2025
 - Analysis Flex and Seaso...
 - [-] Demographics
 - Location of patrons
 - New to File NTF
 - [+] Return Project

Customer List Explorer > Data Analysis > Demographics

Name and description	Date modified	Last modified by	Delete
 <u>Locations of Patrons - email lists</u> for mapping locations of patrons	2025-09-29 11:17:35 AM	veronica	
 <u>Purchased in 2025</u> for mapping locations of patrons	2025-10-02 9:50:48 AM	veronica	

Three

Asking For Help



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