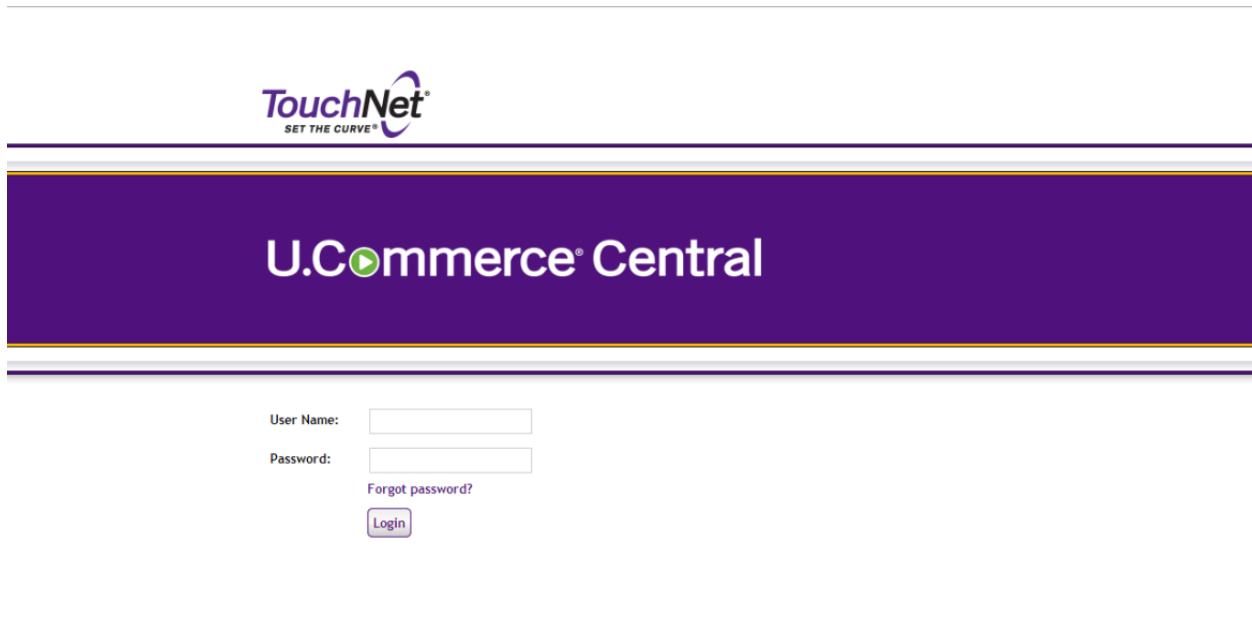
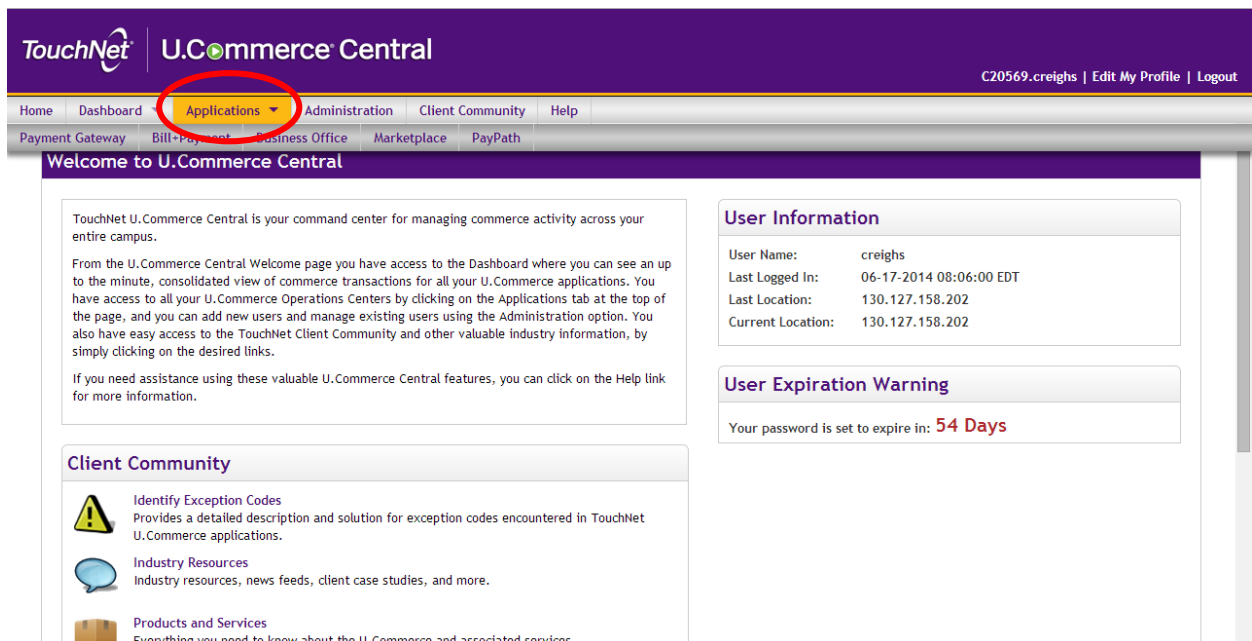


# Pulling a Totals Report

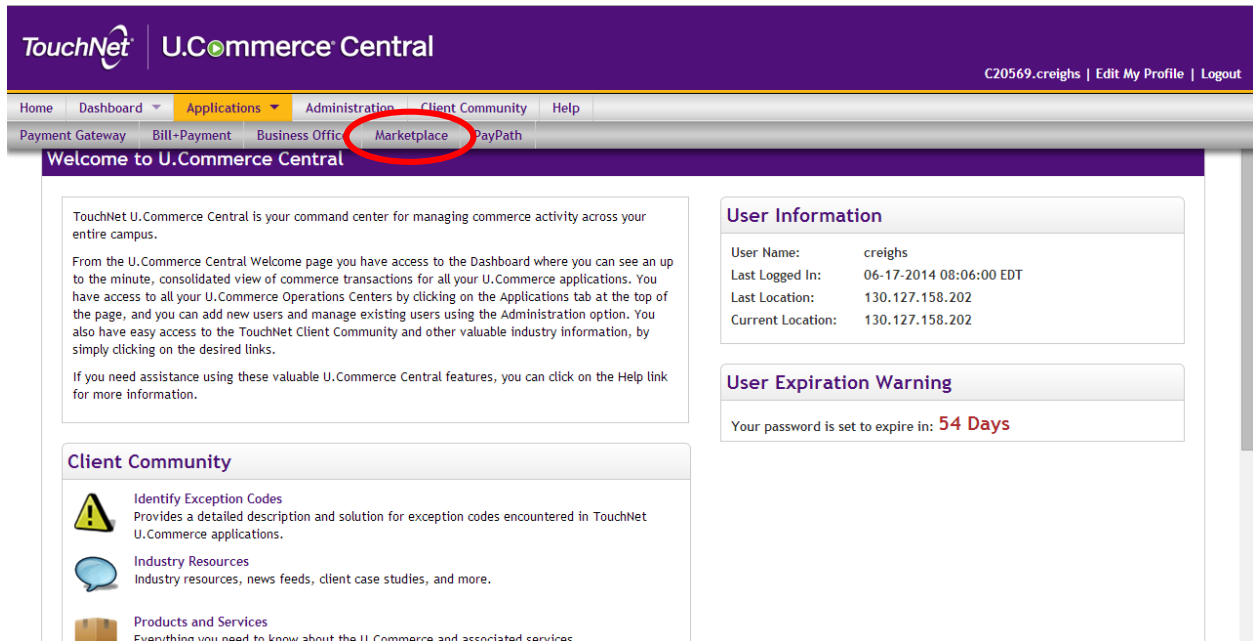
1. Log in to [U.Commerce Central](#)



2. Hover over the Applications tab

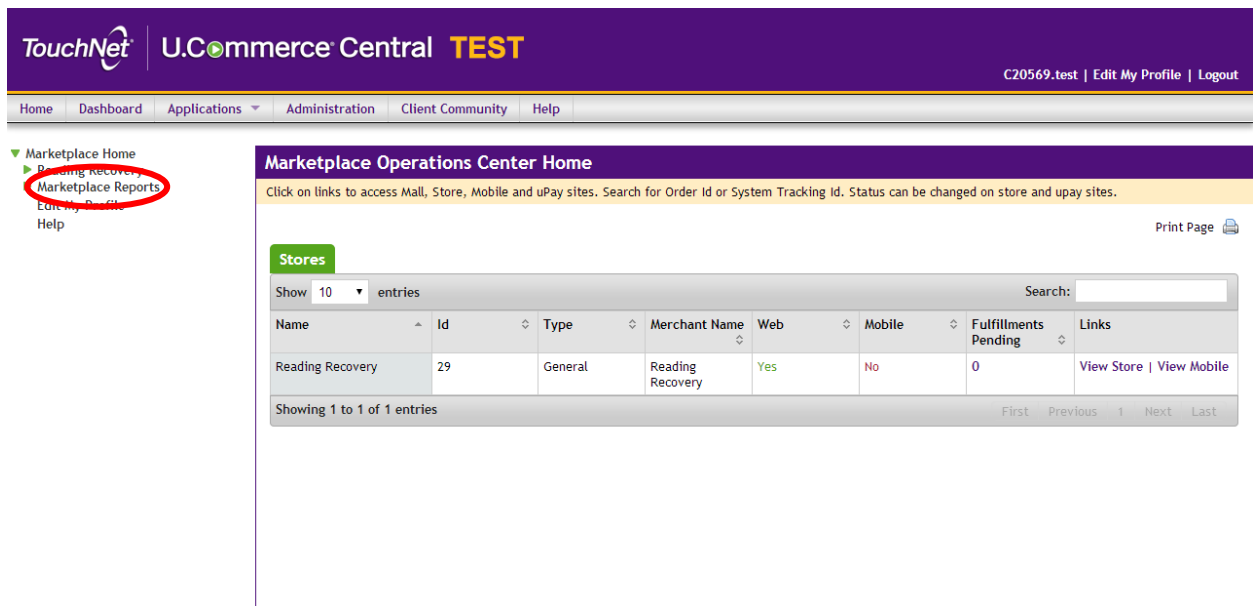


### 3. Navigate to Marketplace



The screenshot shows the U.Commerce Central dashboard. The top navigation bar includes 'Home', 'Dashboard', 'Applications', 'Administration', 'Client Community', and 'Help'. The 'Marketplace' link is circled in red. Below the navigation bar, there is a 'Welcome to U.Commerce Central' section with introductory text. To the right, there is a 'User Information' box showing user details for 'creighs' and a 'User Expiration Warning' box indicating the password expires in 54 days. A 'Client Community' section on the left lists links for 'Identify Exception Codes', 'Industry Resources', and 'Products and Services'.

### 4. Click "Marketplace Reports" on the left side of your screen



The screenshot shows the Marketplace Operations Center Home page. The top navigation bar includes 'Home', 'Dashboard', 'Applications', 'Administration', 'Client Community', and 'Help'. The 'Marketplace Reports' link in the left sidebar is circled in red. The main content area is titled 'Marketplace Operations Center Home' and contains a 'Stores' section with a table of store entries. The table has columns for Name, Id, Type, Merchant Name, Web, Mobile, Fulfillments Pending, and Links. One entry is visible: 'Reading Recovery' with Id 29, Type General, Merchant Name Reading Recovery, Web Yes, Mobile No, and Fulfillments Pending 0.

Name	Id	Type	Merchant Name	Web	Mobile	Fulfillments Pending	Links
Reading Recovery	29	General	Reading Recovery	Yes	No	0	View Store   View Mobile

5. Click "Stores"

The screenshot shows the TouchNet U.Commerce Central TEST interface. The top navigation bar includes 'Home', 'Dashboard', 'Applications', 'Administration', 'Client Community', and 'Help'. The user is logged in as 'C20569.test'. The left sidebar menu is expanded, and the 'Stores' item is circled in red. The main content area is titled 'Marketplace Operations Center Home' and contains a table of stores.

Name	Id	Type	Merchant Name	Web	Mobile	Fulfillments Pending	Links
Reading Recovery	29	General	Reading Recovery	Yes	No	0	View Store   View Mobile

6. Select your store

The screenshot shows the TouchNet U.Commerce Central TEST interface. The top navigation bar is the same as in the previous screenshot. The left sidebar menu is expanded, and the 'Reading Recovery' item is circled in red. The main content area is titled 'Marketplace Operations Center Home' and contains a table of stores.

Name	Id	Type	Merchant Name	Web	Mobile	Fulfillments Pending	Links
Reading Recovery	29	General	Reading Recovery	Yes	No	0	View Store   View Mobile

7. Click "Totals"

The screenshot shows the TouchNet U.Commerce Central TEST interface. The top navigation bar includes the logo and user information (C20569.test | Edit My Profile | Logout). Below the navigation bar is a menu with options: Home, Dashboard, Applications, Administration, Client Community, and Help. On the left side, there is a sidebar menu with categories: Marketplace Home, Reading Recovery, Marketplace Reports, Stores, Reading Recovery (sub-menu: By Product, By Stock No., By Product Type, **Totals**, Taxes, Buyer Information, Recurring Payment), Edit My Profile, and Help. The main content area is titled "Marketplace Operations Center Home" and contains a "Stores" section. A table lists store entries with columns: Name, Id, Type, Merchant Name, Web, Mobile, Fulfillments Pending, and Links. One entry is visible: Reading Recovery (Id: 29, Type: General, Merchant Name: Reading Recovery, Web: Yes, Mobile: No, Fulfillments Pending: 0). The table includes pagination controls (Showing 1 to 1 of 1 entries) and a "Print Page" button.

8. Change the date range to the desired state and click "View"

The screenshot shows the TouchNet U.Commerce Central TEST interface. The top navigation bar includes the logo and user information (C20569.test | Edit My Profile | Logout). Below the navigation bar is a menu with options: Home, Dashboard, Applications, Administration, Client Community, and Help. On the left side, there is a sidebar menu with categories: Marketplace Home, Reading Recovery, Marketplace Reports, Stores, Reading Recovery (sub-menu: By Product, By Stock No., By Product Type, **Totals**, Taxes, Buyer Information, Recurring Payment), Edit My Profile, and Help. The main content area is titled "Store Revenue Report" and contains a form for generating a report. The form includes fields for "From:" (6/2/14) and "To:" (6/8/14), a "Report Type:" dropdown menu set to "Totals", and a "View" button. Below the form, there are checkboxes for "Application Type:" with "Stores" and "Mobile" selected. A message below the form states: "There are no sales on record for this store for the selected time period." The "View" button and the date range fields are circled in red.

9. Click “Export to CSV”

TouchNet | U.Commerce Central TEST C20569.test | Edit My Profile | Logout

Home | Dashboard | Applications | Administration | Client Community | Help

- Marketplace Home
- Reading Recovery
- Marketplace Reports
- Stores
  - Reading Recovery
    - By Product
    - By Stock No.
    - By Product Type
  - Totals
  - Taxes
  - Buyer Information
  - Recurring Payment
- Edit My Profile
- Help

### Store Revenue Report

The default report shows current day information using the default of all application types.. The report is a summary of the total revenue. Print Page

**Export To CSV**

From: 3/4/14 To: 6/8/14 Report Type: Totals

Application Type:  
 Stores  
 Mobile

Store Name	Number of Fulfillments	Number of Items Sold	Item Amount	Shipping Amount	Item + Shipping Amount	Tax Collected	Total Amount with Tax
Reading Recovery	5	3	\$245.00	\$0.00	\$245.00	\$0.00	\$245.00