



SOFTWARESILOS

Sales Staff Extension

PDF Manual

MODULE

staff

LAST UPDATED

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Reports

Sales Staff Extension · /staff/features/reports

Reports are part of the core Staff functionality and no longer treated as a separate add-on.

Overview

Staff reporting helps you analyze sales activity created in staff context:

- Order-focused reporting
- Product-focused reporting
- Staff/team performance tracking

Available Report Views

When enabled, staff users can access report links in their account navigation:

- **Order sales report**
- **Product sales report**

Screenshot placeholder: Staff account navigation with report links

Configuration

Location: **Stores > Configuration > MageB2B > Staff > Report settings**

- **Show report links in frontend**
 - Default: Yes
 - When enabled, report links are shown in staff account navigation.

Admin Access

Ensure the admin role has Staff report permissions:

- Access to Staff report section
- Access to order report pages
- Access to product report pages

Typical Use Cases

- Compare sales volume per staff member
- Review top-selling products in staff-driven orders
- Track commission-related performance trends
- Analyze period-over-period order activity

Related

- [Commission System](#)
- [Order Management](#)
- [Staff Groups](#)