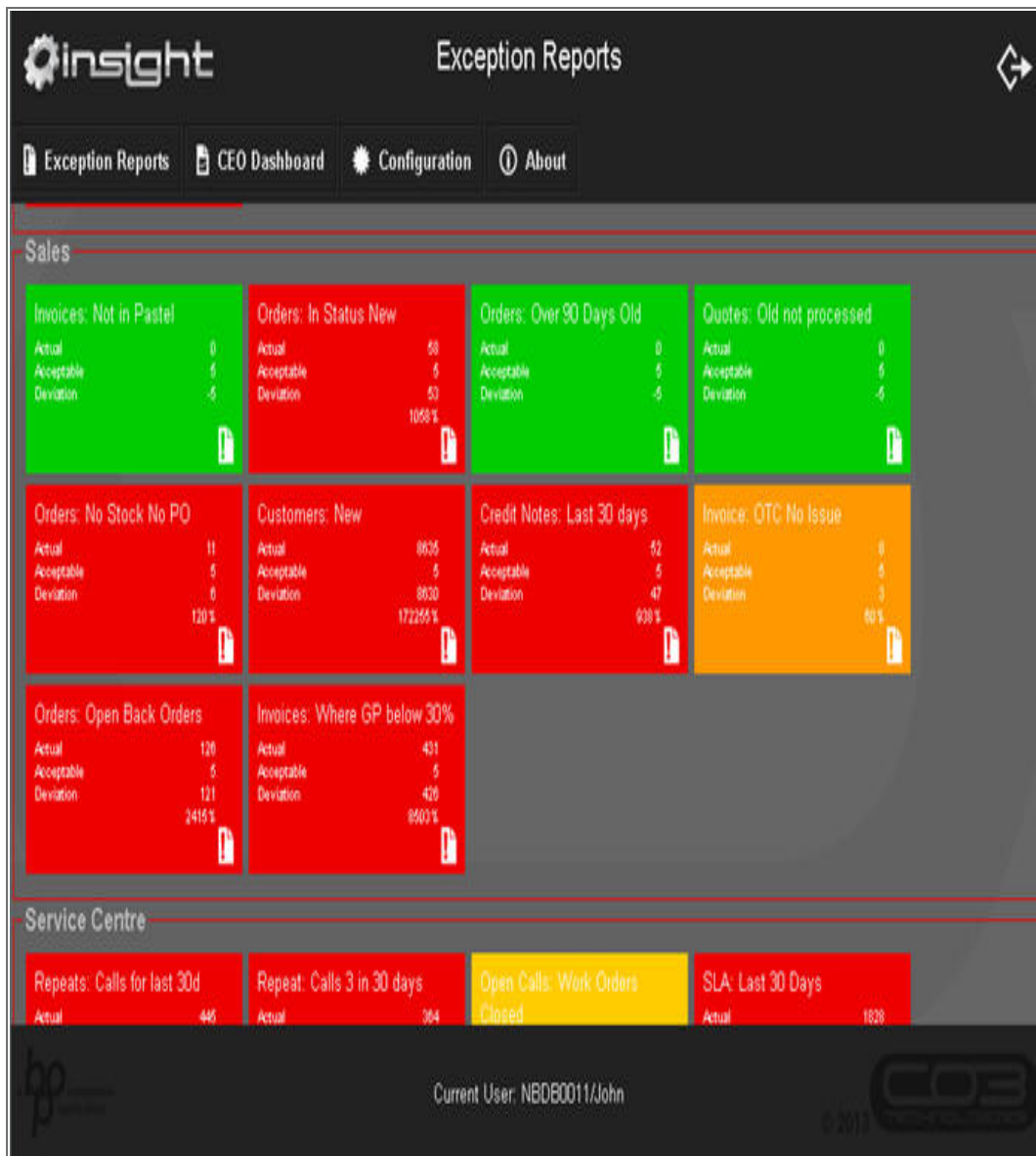


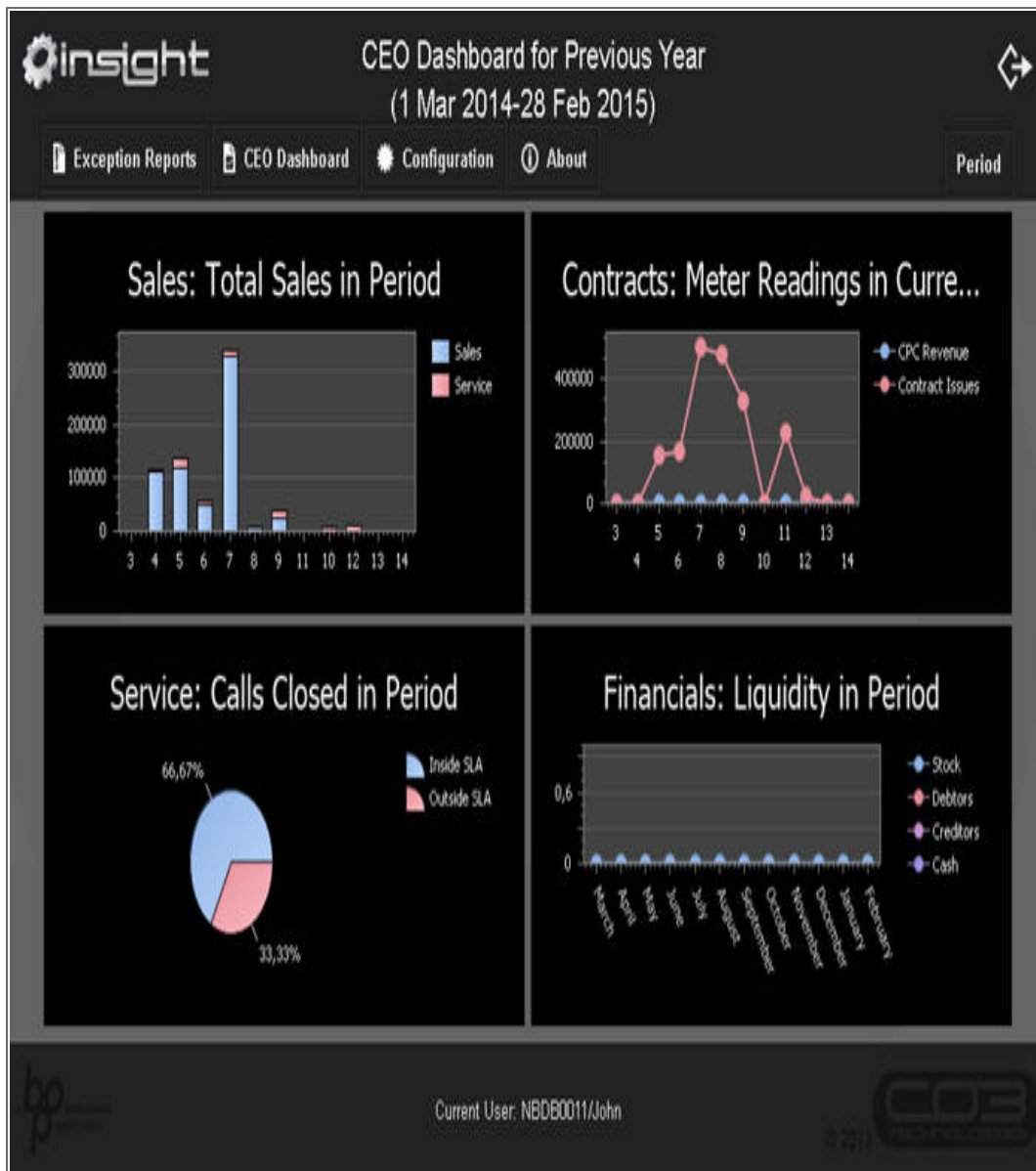
# BPO INSIGHT

## INTRODUCTION TO BPO INSIGHT

- BPO Insight is an management control tool that allows you to view exceptions (items that are outside normal range) and trends.
- The Exception Reports will quickly show you areas of concern - where items are out of acceptable exception target. Green dashboard items are within acceptable range. As the items move out of acceptable range, the colour will move from Yellow, to Orange, to Red.
- Drill down into these reports to review the specific items for that exception report.
- The specific exception reports viewable and acceptable targets are configured per employee.



- The CEO Dashboard has four charts to quickly give you an overview of Total Sales, Financial Liquidity, etc.
- These charts can be view by current month, prior month, current year, prior year or by a custom period.



## LOG IN

- BPO\_Insight is a web service application and you log on via an internet browser to connect to the web service on your server.
- You will need to confirm the URL with your system administrator, but will follow this convention: `http:// ServerNameOrIP :50000/BPOInsight`.

- Log on with the same username and password you use for BPO, and click on the 'Login' button.



The screenshot shows the BPO Insight Login interface. At the top, there is a dark header bar with the 'insight' logo on the left, the word 'Logon' in the center, and a small icon on the right. Below the header, the main content area is white. In the center, there is a login form with the text 'Please enter your username and password to access Insight Reports.' The form contains two input fields: 'Username:' with the value 'UserN' and 'Password:' with a masked password '\*\*\*\*\*'. Below the password field are two buttons: 'Login' and 'Reset'. At the bottom left of the form, it says 'Version: 1.2.0.0'. The footer of the page is dark and contains the 'bpo' logo on the left and the 'CO3 TECHNOLOGIES' logo on the right.

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### Related Topics

- [Configure Exception Reports to View](#)
- [Configure Acceptable Exception Target](#)
- [Exception Report Dashboard](#)

- [View Exception Report Detail](#)
  - [Email the Report](#)
  - [Export the Report](#)
- [CEO Dashboard](#)

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