

# How to use Promotion Scheduler views

This is a guide that explains the four different views in promotion scheduler in effectmanager.

*This guide is only of relevance if you have the promotion module in effectmanager.*



Go to Promotion Scheduler in effectmanager.



There are 4 different view modes in Promotion Scheduler:

- Single View
- Double View
- List View
- Thumbnail View

In all 4 views, you can *Add*, *Delete* or *Edit* promotions.

The 4 different views will be explained on the following sides.

Promotion Scheduler will always start in view you used last.

### **Promotion Scheduler Single View**

Go to *Single View* in Promotion Scheduler.

**Single View** provides you with an overview of your promotions in a calendar view. Placing your cursor over the promotion shows you the promotion name and which products are on the promotion. A promotion is marked with a bold blue line when you select it.

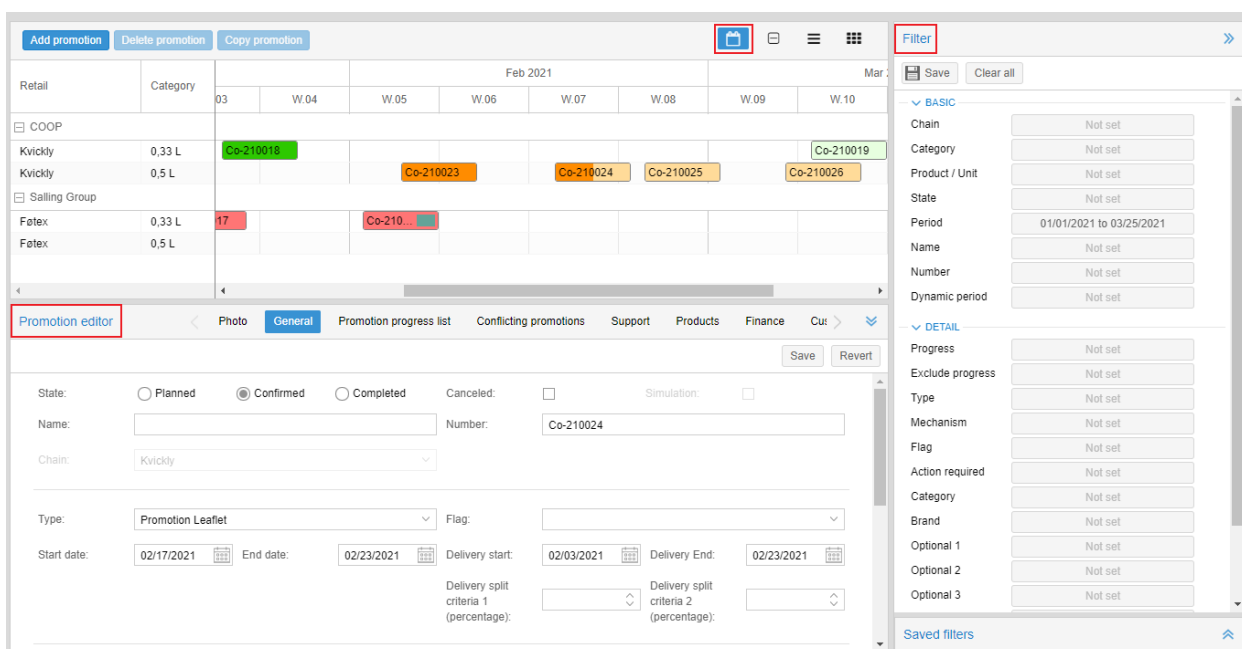
**Filters** make it easier for you to find your promotion. You can filter the promotions on criteria like Chain, Category, Product, Promotion State, Period, and many more.

**👍 Pro tip:** If you have multiple Product Category Layers, only the top-level Category will be shown in Single View. You can sort on sub-level groups in the Basic Filter - Category. By doing so, your sub-category will be displayed under the Category in Single View.

[See here how to use Promotion filters in effectmanager.](#)

**Promotion Editor** allows you to edit promotions, by clicking on the promotion you would like to edit. To see details on a specific promotion you click on the promotion box, and you can see details about the products, finance, etc. by navigating from tab to tab.

**Color Codes** provides a quick overview of the performance and state of your promotions. For a complete explanation of the color codes, [see our guide here](#)



## Promotion Scheduler Double View

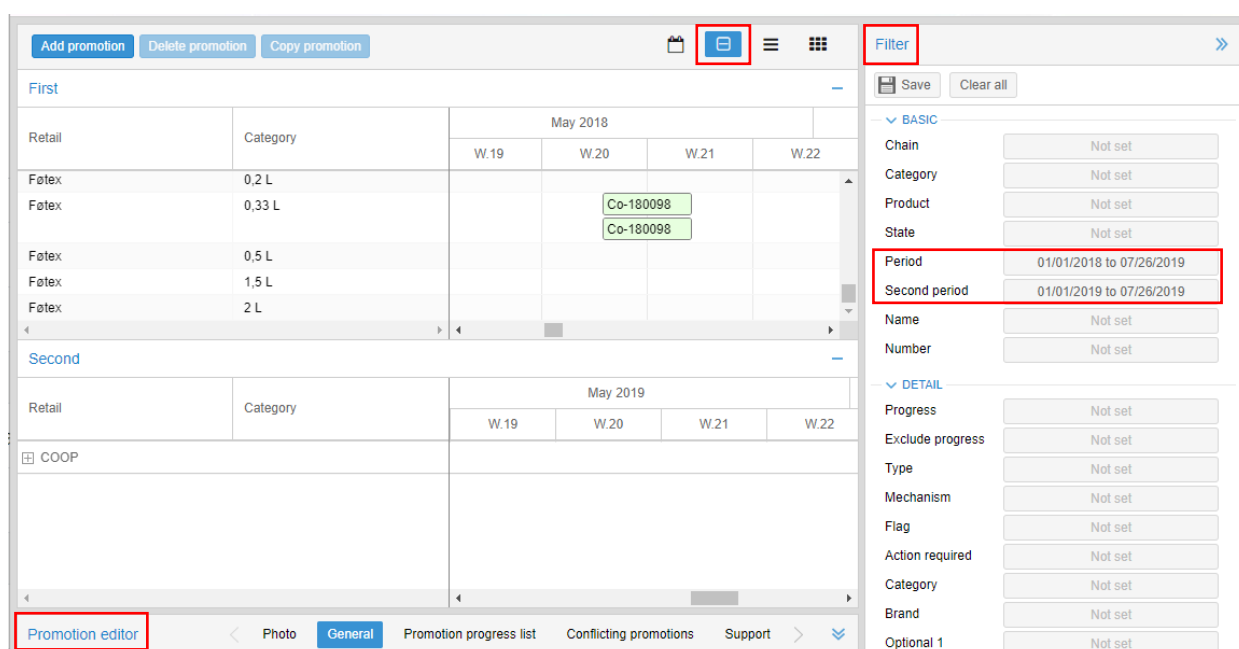
Go to *Double View* in Promotion Scheduler.

**Double View** provides you with the opportunity to compare two periods of time in a calendar view. Placing your cursor over the promotion shows you the promotion name and which products are on the promotion. A promotion is marked with a bold blue line when you select it.

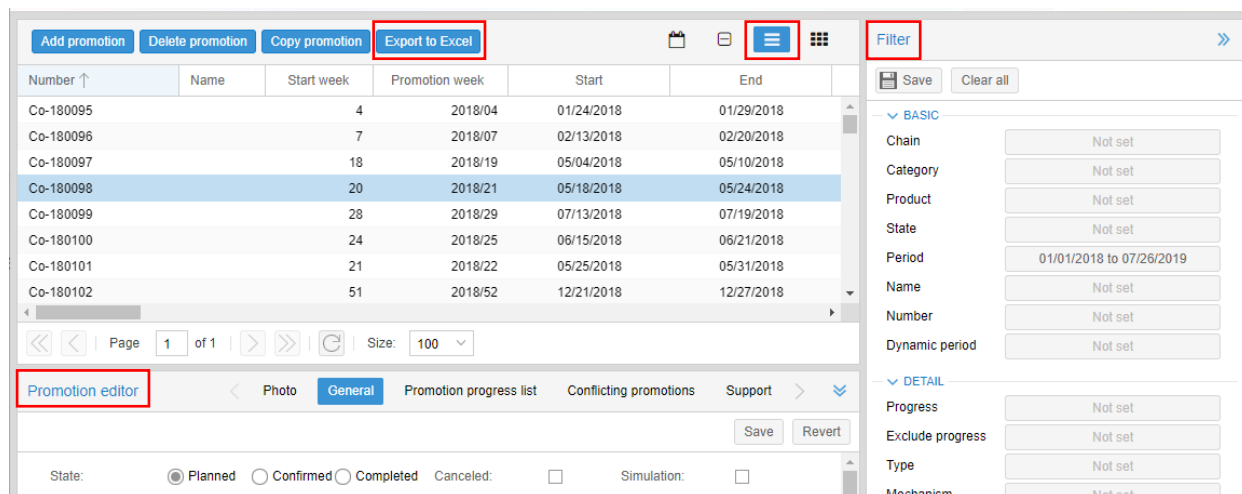
**Filters** make it easier for you to find your promotion. You can filter the promotions on criteria like Chain, Category, Product, Promotion State, Period, and many more.

**Promotion Editor** allows you to edit promotions, by clicking on the promotion you would like to edit. To see details on a specific promotion you click on the promotion box, and you can see details about the products, finance, etc. by navigating from tab to tab.

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The screenshot displays the Promotion Scheduler interface in Double View mode. The top navigation bar includes buttons for 'Add promotion', 'Delete promotion', and 'Copy promotion', along with icons for calendar, list, and grid views. The main area is divided into two calendar views: 'First' (May 2018) and 'Second' (May 2019). The 'First' view shows a calendar grid with columns for weeks W.19, W.20, W.21, and W.22. Rows list products like 'Fotex' with categories '0.2 L', '0.33 L', '0.5 L', '1.5 L', and '2 L'. Two green boxes labeled 'Co-180098' are visible in the W.20 column. The 'Second' view shows a similar calendar for May 2019 with a 'COOP' promotion listed. On the right, a 'Filter' panel is open, showing 'BASIC' and 'DETAIL' sections. The 'Period' and 'Second period' fields are highlighted with a red box. At the bottom, a 'Promotion editor' tab is highlighted with a red box.



## Promotion Scheduler List View

Go to *List View* in Promotion Scheduler.

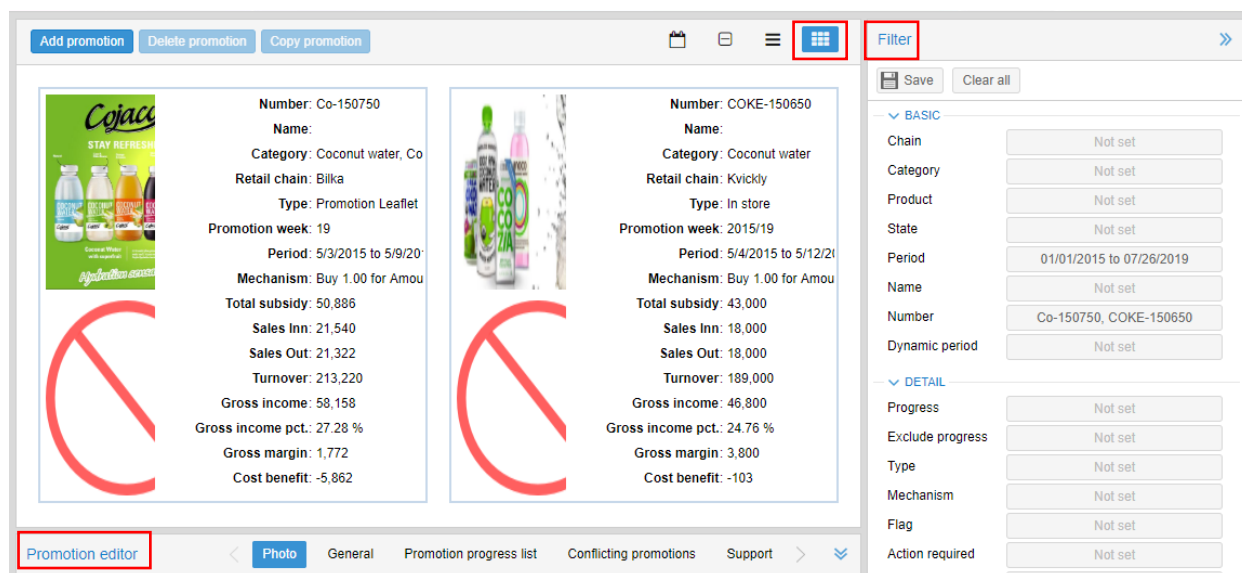
**List View** provides an overview of all your promotions with the given filters. In the columns are data from the promotions such as Start Week, Promotion Week, Category, Type, State, Total Unit Subsidy, Trade Terms, Sales in, etc.

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**Columns** contain data from the promotions, such as Sales Inn, Sales Out, your Gross Margin, your Customers Gross Margin, and many more key figures. You can edit the columns to show the data you need now.

**Export the promotions to Excel**, if you wish to see the selected promotions from ListView in Excel. Exporting to Excel also allows you to for example make calculations based on the promotion result data in the columns. Or make a report for sending out.



## Promotion Scheduler Thumbnail View

Go to *Thumbnail View* in Promotion Scheduler.

**Thumbnail View** is used to give a quick overview of promotion for a period including the photos from the leaflet. All the KPI's are the ones of the vendor.

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**Promotion Editor** allows you to edit promotions, by clicking on the promotion you would like to edit. To see details on a specific promotion you click on the promotion box, and you can see details about the products, finance, etc. by navigating from tab to tab.