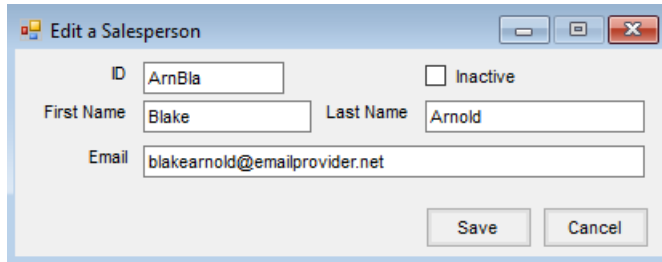


# Sales Staff

Last Modified on 05/22/2024 3:21 pm CDT

Sales staff may optionally be set up and then assigned to specific Customers or transactions.



The screenshot shows a dialog box titled "Edit a Salesperson". It contains the following fields and controls:

- ID:** A text input field containing "ArnBla".
- Inactive:** An unchecked checkbox.
- First Name:** A text input field containing "Blake".
- Last Name:** A text input field containing "Arnold".
- Email:** A text input field containing "blakearnold@emailprovider.net".
- Buttons:** "Save" and "Cancel" buttons at the bottom.

- **ID** – Enter up to 15 characters to designate this Salesperson.
- **Inactive** – Select this option if the Salesperson is no longer active.
- **First Name/Last Name** – Enter the Salesperson's name as it is to appear on reports.
- **Email** – Enter the Salesperson's email address.