

Goals

Goals offer a way to visually see progress towards a long term target, focused on either a month-end or year-end value.

Goals Summary

The goals summary page shows all of your current, non-completed goals and their progress split up based on whether they are specific to you or company wide.

Clicking on the name of a specific goal takes you to that goal's breakdown, showing your current progress and target as well as a monthly breakdown for annual goals.

Pressing the View/Edit Goals button in the top right takes you to the goal listing, where you can mark goals as primary, create new goals, and view completed goals.

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