

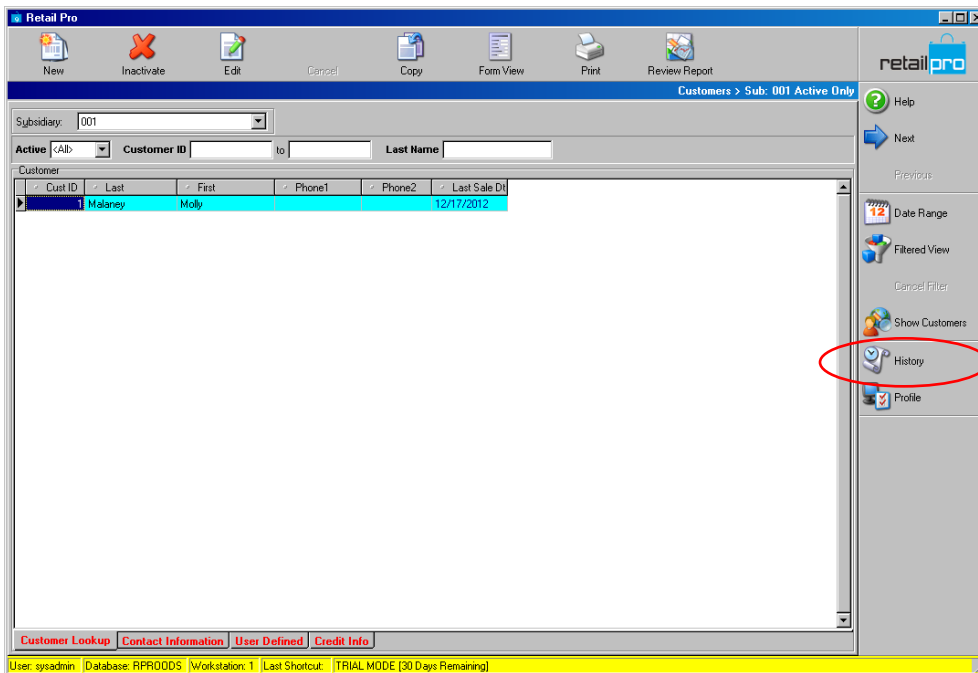


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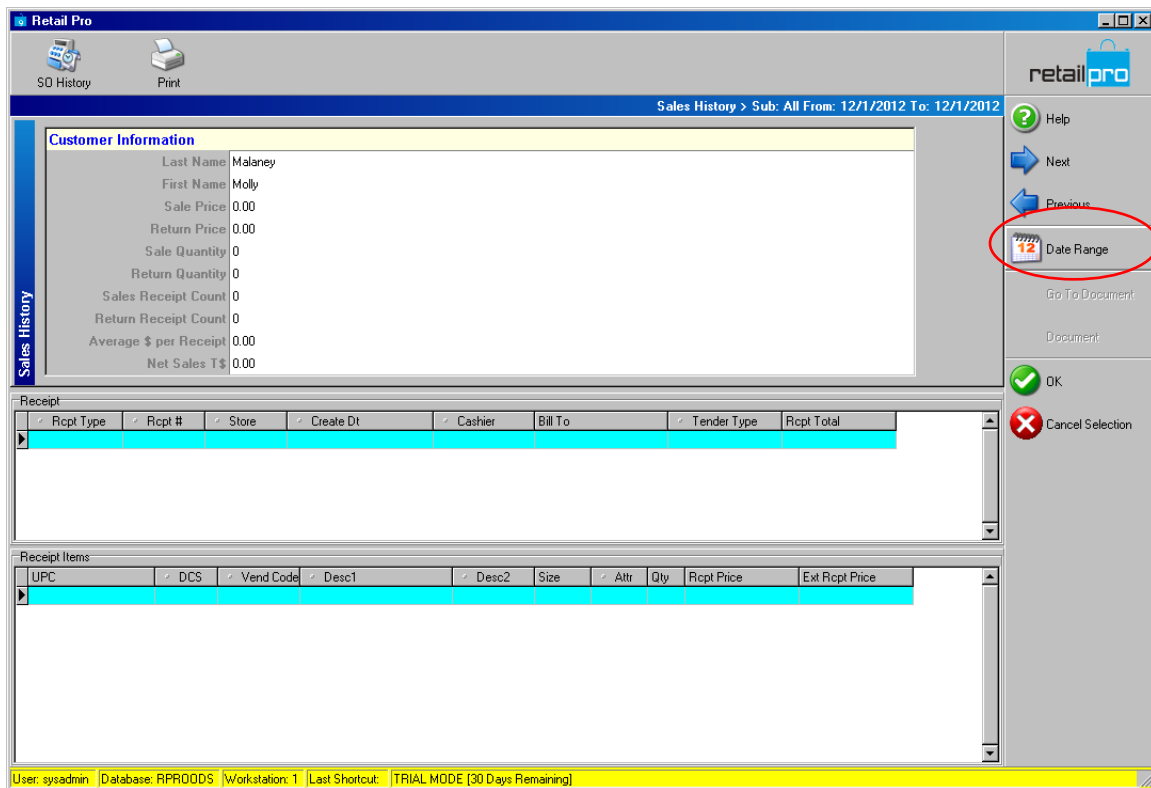
## How to Edit the Number of Customer History Months Shown in Retail Pro v9

- 1) Editing the number of months to be included in the customer history in Retail Pro v9 is very simple, as it is not a system preference like in v8.

To change the amount of history shown, click “Customer Mgmt” → “Customers” and select the History button on the right hand side.



2) In the History Screen select the “Date Range” button from the right hand side.



3) This will open the Filter for setting the amount of customer history to display. You can select just like you would in a report, showing only a few weeks, months or even years. Select 'OK' to save your change.

