Rundoo

GETTING STARTED WITH RUNDOO · DOOEY

Getting Started with Dooey

> Dooey is your go-to for any question about your store. When something comes up, ask before you go hunting.

Step-by-step walkthrough 3 min read Companion to the 2:38 video

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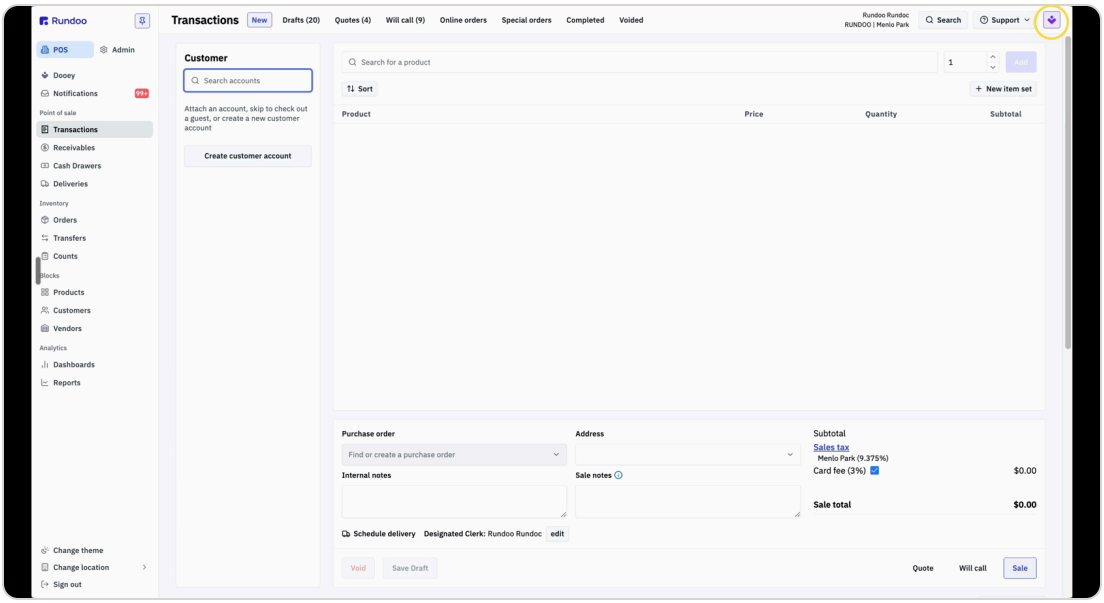
START HERE

Where to find Dooey

Dooey lives in the top right-hand corner of Rundoo, the purple icon next to **Search** and **Support**. Click it any time to open the chat. You'll also spot **Dooey** in the left sidebar under POS.



The Dooey button sits in the top right-hand corner, right next to Search and Support.

DO THIS

Ask Dooey, step by step

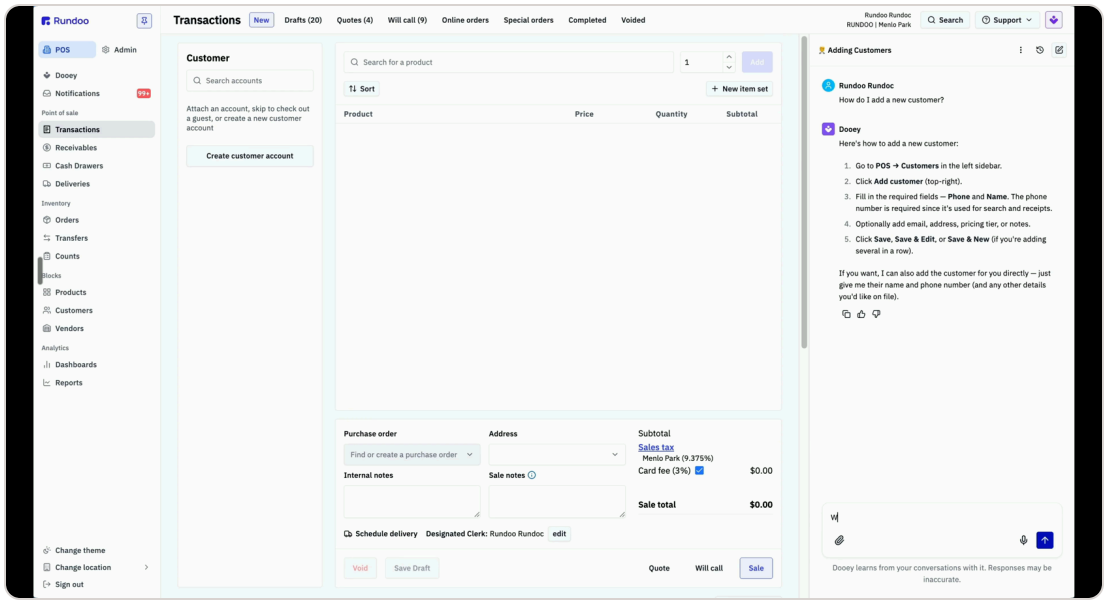
1

Open Dooey

Click the purple **Dooey** icon in the top right-hand corner to open the chat panel.

2 Ask in plain English

Type your question the way you'd say it out loud, like *how do I add a new customer?* You don't need any special terminology, just your own words. Be as clear as you can and Dooey will follow. Right away, it hands back the exact steps.



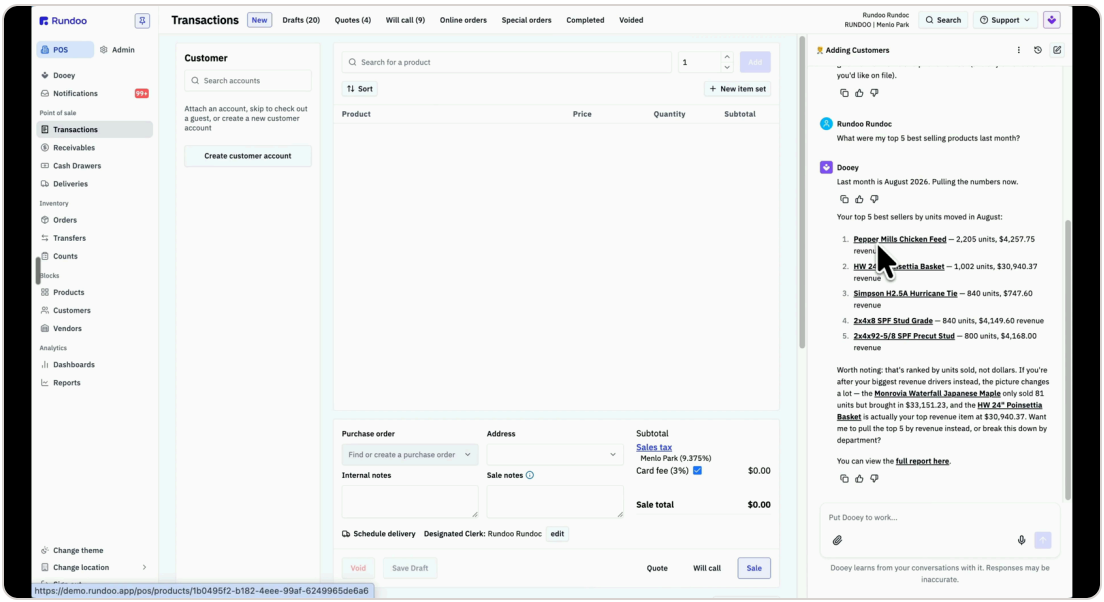
Ask in plain English and Dooey gives you the exact steps, then you can keep going.

3 Keep the conversation going

Follow up with anything else, like *check my inventory* or *what were my top 5 best sellers last month?* Dooey keeps the thread, so you never have to start over.

4 Get live numbers, not a report hunt

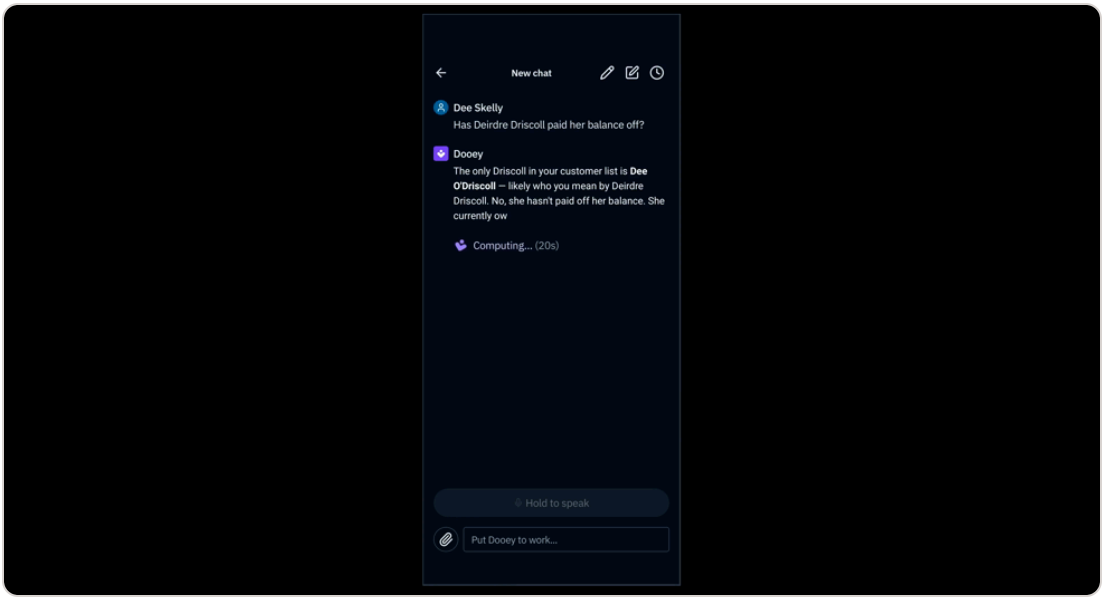
For questions about your store, Dooey checks your live numbers and hands you a clean list, no digging through reports. When there's more to see, it points you to the **full report** so you can open it and dig in.



Dooey pulls your live sales, then links the full report so you can check the detail.

5 Ask from your phone too

This isn't just for the counter. Out on the floor or on a delivery, open the Rundoo app and tap the **Dooey** button in the top right-hand corner. Type your question, or hold the microphone and speak it, like *Has Deirdre Driscoll paid her balance off?* There's your answer.



Same Dooey on your phone. Type it, or hold the mic and just ask.

KEEP IT HANDY

At a glance

WHERE **Top right-hand corner** Also the Dooey tab in the left sidebar	HOW TO ASK **Plain English** Your own words, no special terms
WHAT IT KNOWS **Your live store** Real numbers, not last night's report	ON THE GO **Rundoo mobile app** Type it or hold the mic to speak

Good to know

- Dooey learns from your conversations, and answers can be off. For any number you're about to act on, open the full report and glance through it yourself.
- This is step one. Later you'll see Dooey can even do the work for you, not just answer. For now, build the habit: when in doubt, ask Dooey first.