Rundoo

GETTING STARTED WITH RUNDOO · DOOEY

Dooey: Asking Questions

> Ask Dooey a plain-English question and get an answer in seconds.

Step-by-step walkthrough ~3 min read Companion to the 3:42 video

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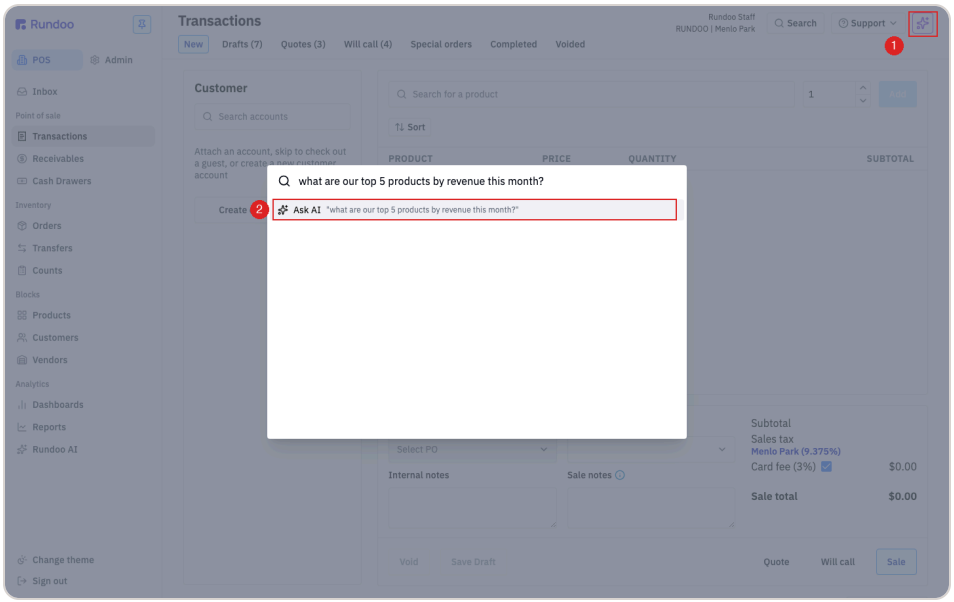
You know your business inside and out. You know which products move, which customers are behind on payment, and roughly what last Tuesday looked like. The numbers are all in Rundoo, but hunting for the right report to prove it can feel like looking for a needle in a haystack. Dooey gives you a faster way: just ask your store a question, in plain English, and read the answer right there in the chat.

WHERE IT LIVES

Three ways to open Dooey

In **POS** mode, Dooey sits at the bottom of the left sidebar under the **Analytics** group. That is the full chat surface, with every past conversation saved down the side. You can also jump in from two spots in the header: the **Dooey** sparkle up in the top-right corner, and the **Ask AI** row at the bottom of any **Search** result. All three land you in the same place.



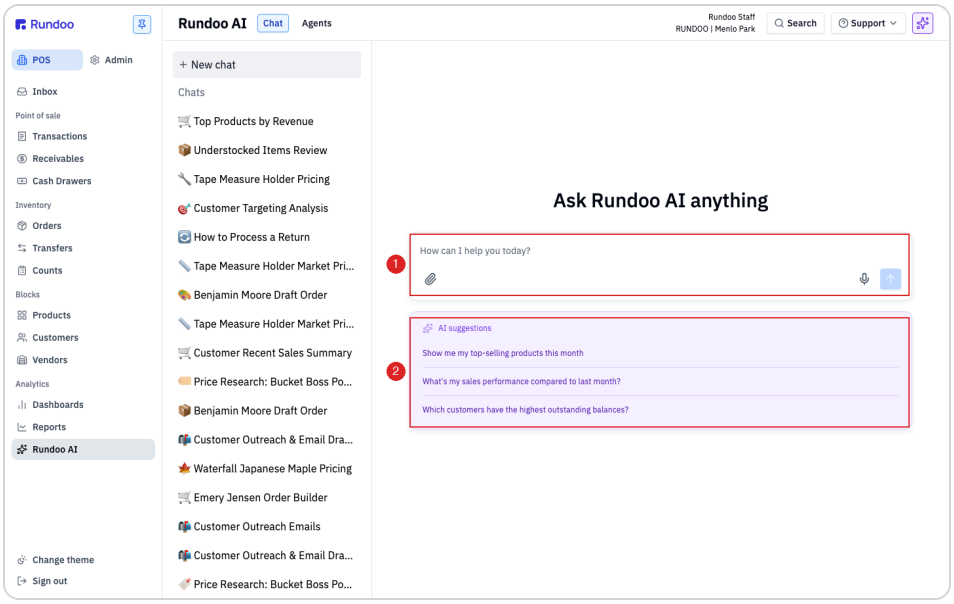
Dooey lives under Analytics in the left sidebar, with a sparkle shortcut in the top-right header.

DO THIS

Ask your store a question, step by step

1 Open Dooey and start a new chat

Head to the **Analytics** section and click **Dooey** for the full view. It opens as two panes: your saved conversations on the left, the chat on the right. Click **+ New chat** to land on a clean **Ask Dooey anything** composer, with a few suggested starter questions underneath if you want a nudge.



The two-pane chat. Threads on the left, an empty composer and starter suggestions on the right.

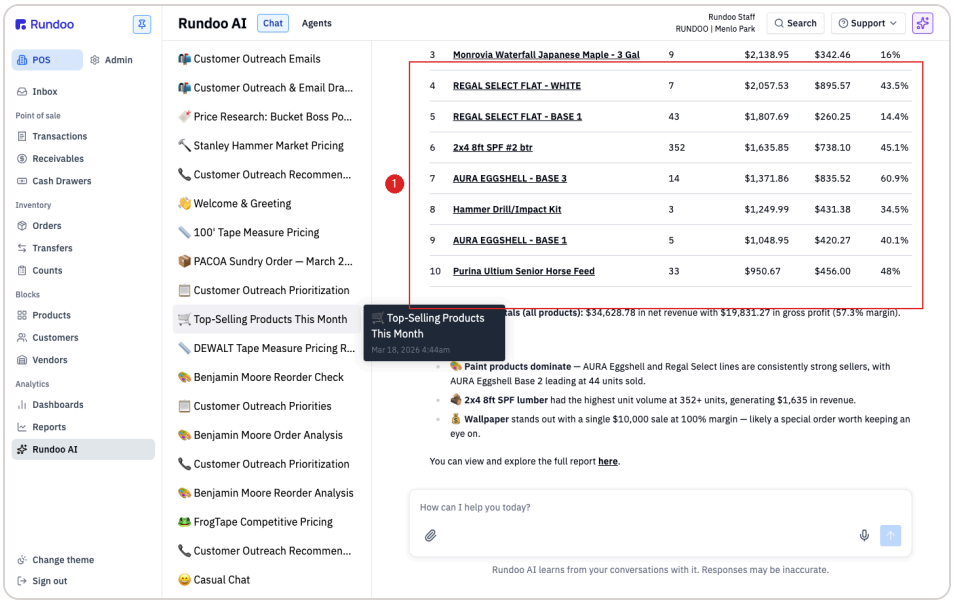
2 Type what you want to know

Down in the composer at the bottom, type your question the way you'd ask a coworker who could read every report in the building. Something like **What were my top-selling products this month?** Press **Enter** or click the blue send arrow. The more specific you are about dates, the sharper the answer. Need to hand it a file? Click the paperclip on the left of the composer, or drag one straight onto the chat.

While it works, you'll see a rotating Dooey icon with a verb ("Thinking...", "Harvesting...", "Sanding...") and an elapsed counter, so you can tell at a glance it's making progress, not stuck.

3 Read the answer

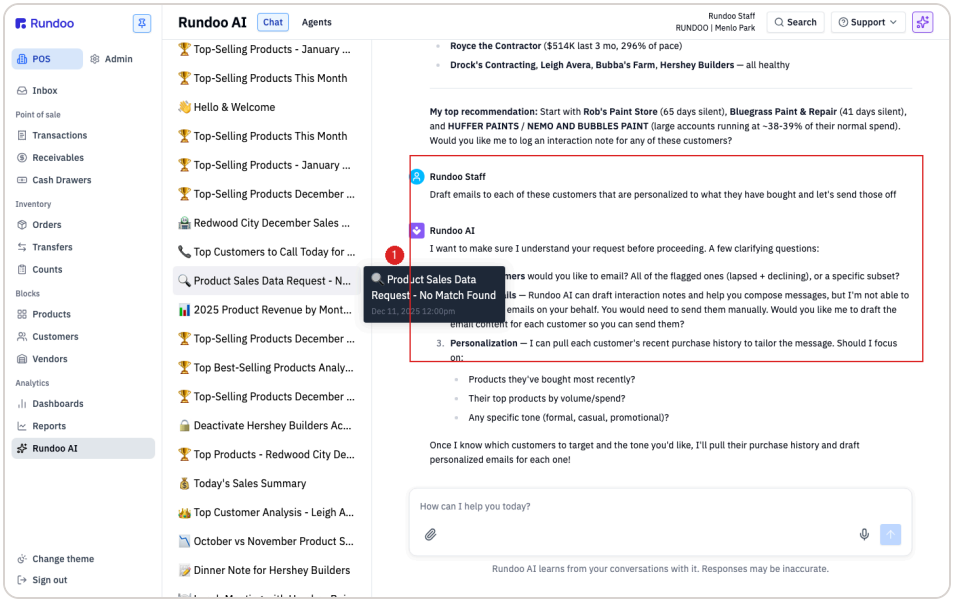
The answer comes back in a few forms, depending on what you asked: a short plain-English summary with the load-bearing numbers in bold, a clean data table when you asked for a ranked list (with the same columns you'd see in the matching Report), and a few Key highlights at the bottom of longer answers. No report to build. It's just right there.



A real answer: a ranked table with units, revenue, and margin, then highlights and a link back to the source report.

4 Keep going in the same thread

You don't have to start over for the next question. Dooey remembers the conversation, so right in the same thread you can ask something new, like **Now show me which customers owe us the most**, and it answers on the spot. Follow-ups can lean on what came before ("same thing for customers," "break that down by location"). If it needs a little more to answer cleanly, it'll ask you back, "which location did you mean?", and you just reply.



Follow-ups stay in the same thread. Each conversation is saved down the left with its own emoji and title.

5 Verify before you act on it

This is the one habit worth building. Dooey's answers run on your live data, so treat any number you're about to act on, a quantity going on a purchase order or a balance going on a customer's statement, as a solid first draft. When the answer is pulled from a report, it links to it inline: **You can view and explore the full report here**. Click through and confirm the live number before you commit.

KEEP IT HANDY

Dooey at a glance

WHERE **POS → Analytics → Dooey** Or the sparkle in the top-right header.	ASK **Type it, press Enter** Plain English. Be specific about dates.
ANSWER **Summary + table + highlights** Plus an inline link to the source report.	FOLLOW UP **Stay in the thread** It remembers the conversation.

Good to know

- Answers are grounded in your live Rundoo data, so the totals shift as sales come in. Ask the same question tomorrow and the numbers will have moved.
- Date words like "this month" or "recently" get interpreted on the fly. If the range isn't what you meant, just restate it plainly, like "March 1 to March 31, 2026."
- For anything you'll export, share, or run on a schedule (statements, tax summaries, AR aging), reach for a Report instead. Dooey is the jump-in-and-ask surface, not the system of record.
- You're in your practice store here, so ask away. Nothing you type touches your real books.