

Partner / Xiaomi partner / English

Find the stores linked to your account

English: pages 1-4 | Bahasa Indonesia: pages 5-8

Use the workspace to follow your stores' results. Your account only shows stores that DRM has linked to your ownership.

Sign in

Enter the email and password completed for your account. If you have not received working access, contact DRM. EN/ID changes the interface language. The manuals can be downloaded from the login page without signing in.

Check ownership if a store is missing

Partner dashboards, downloads, inventory, operations and map locations are restricted to your linked stores. You cannot see another partner's performance. If a store you own is absent, send its code to DRM and ask them to check the account-to-store ownership link. Ask DRM to fix the ownership link before continuing.

Choose the date and store

Select the report period first. Use the calendar for daily/weekly dates or choose a quarter where available. Click Store, type part of a store name or code, and select the result. Click Apply. More filters opens the remaining slicers; Reset clears them. All stores means all stores within your account's access.

Choose the report

Selling out performance shows sales and targets. Product focus performance follows Xiaomi T, Xiaomi Pad, Redmi Note, LHA and TV. KPI score, KPI by partner, Store rankings and Final assessment explain the score or ranking. Click View on a store to open its indicators, source information and component details.

Partner / Xiaomi partner / English

Understand the results

Check the target and period before comparing stores. A dash is not a zero.

Sales, KPI and final score

Achievement is actual divided by target. KPI weights are Total GMV 40%, Smartphone SO 20%, High-end SO 20% and AIoT GMV 20%. Final assessment combines KPI 60%, Xiaomi T 5%, Xiaomi Pad 5%, Redmi Note 10%, LHA 10% and TV 10%. Scores may exceed 100. The final assessment minimum is 80.

Read the colored scores

Achievement/outlook turn green at 100%, soft yellow above 50% and below 100%, and soft red at 50% or less. Component scores are compared with their weight: at least 80% green, above 50% and below 80% soft yellow, 50% or less soft red. For example, 4 points from a 5-point weight is 80%, so green even though the score is only 4.

Growth and outlook

DoD/WoW/MoM/QoQ/YoY compare shifted reporting windows using matching available stores. Outlook is a projection. Missing targets, source differences or an unverified cutoff can prevent a result from appearing. Open the calculation/coverage details and read the warning before interpreting a blank.

Store and staff notes

Upcoming stores stay listed but do not add to KPI. Historical results remain with the SC/ARM responsible at the time. Qualification badges beside SC names use the latest mapping or an effective approved update. Qualification unavailable means no usable source status, not that the person is unqualified. You may read approved SC schedules for your owned-store scope; ARM timetable and schedule submission/review are not available to Partner.

Partner / Xiaomi partner / English

Stock, operations, locations and downloads

Downloads follow the filters you applied and your ownership scope. They do not include other partners' stores.

Download an inventory PDF

1. Open Inventory level monitoring and choose the snapshot date.
2. Apply the store/area filters you need.
3. In Inventory by product type or Store SKU details, choose All categories, Smartphone, PAD or AIoT. Each section has its own choice.
4. Click that section's Download report PDF. The A4 report contains all matching rows, including rows on other table pages.

Use stock recommendations as a starting point

DOS is days of stock: at least 30 days adequate, 10 to below 30 moderate, below 10 low. Missing DOS is unavailable. Recommended replenishment uses the 28-day average when enough source data exists. Push sales is a suggestion; no purchase order is submitted by downloading or viewing this report.

Operations and the store map

Operations metrix reports traffic, entry rate, conversion, smartphone conversion and attach rate. Percentages use weighted averages; attach rate is a ratio. Store map locator can return to Full coverage from East Java to Indonesian Papua, but only your permitted store pins are shown. Approximate pins need DRM verification. Partner cannot set locations.

What to do if a result needs fixing

Partner cannot correct/lock reports, import data, change store or staff records, manage users, or access Audit Trail. Contact DRM or the responsible ARM with the store code, report date, filters and issue. Use other report download buttons where offered; the exported report follows its format, filters and your access. Sign out when you finish on a shared device.

[Partner](#) / [Xiaomi partner](#) / [English](#)

Download the report you need

Set the period and filters first. Use the Download report PDF button beside the section you want to save.

Sales, growth, KPI and partner reports

In Selling out performance, use the button beside Store performance details. The growth panel has its own button and follows the selected indicator. KPI score and Store rankings offer Store KPI rankings; KPI by partner offers Achievement by partner and the store ranking table. Choose the button beside the results you need. Operations matrix also has a separate Growth comparison download.

Product focus and final assessment

In Product focus performance, select Xiaomi T, Xiaomi Pad, Redmi Note, LHA or TV, then click Download report PDF beside that product's store performance table. The PDF follows the selected product. In Final assessment, use the button beside Final assessment ranking. If you use the store-name/code search in either table, clear it before downloading when you want the full filtered list.

What the PDF contains

The report includes every matching row, including rows on later table pages. It uses A4 landscape with standard 2.54 cm margins, repeated table headings and page numbers. Store and personnel details are included where the report provides them. A dash means unavailable, not zero. Check the period, scope and indicator printed at the top before sharing the file.

Your access and the inventory buttons

Every download is limited to stores linked to your Partner account. If an owned store is missing, ask DRM to check its ownership link before downloading again. Inventory by product type and Store SKU details keep their own category buttons and PDF downloads. Choose the category separately in each section. Wait for the download to finish; if it fails, read the message and try again.

Partner / Xiaomi partner / Bahasa Indonesia

Cari toko yang ditautkan ke akun Anda

English: halaman 1-4 | Bahasa Indonesia: halaman 5-8

Gunakan workspace untuk mengikuti hasil toko Anda. Akun hanya menampilkan toko yang kepemilikannya sudah ditautkan DRM.

Masuk ke akun

Masukkan email dan kata sandi yang sudah dilengkapi untuk akun Anda. Jika belum menerima akses yang bisa dipakai, hubungi DRM. EN/ID mengubah bahasa tampilan. Manual dapat diunduh dari halaman login tanpa masuk terlebih dahulu.

Periksa kepemilikan jika toko belum muncul

Dashboard Partner, unduhan, inventory, operations dan lokasi peta terbatas pada toko yang ditautkan ke akun. Anda tidak dapat melihat performa partner lain. Jika toko milik Anda belum muncul, kirim kodenya ke DRM dan minta pemeriksaan tautan kepemilikan akun-toko. Minta DRM memperbaiki tautan kepemilikan sebelum melanjutkan.

Pilih tanggal dan toko

Tentukan periode laporan dahulu. Gunakan kalender untuk tanggal harian/mingguan atau pilih kuartal jika tersedia. Klik Toko, ketik sebagian nama atau kode, lalu pilih hasilnya. Klik Terapkan. Filter lainnya membuka slicer tambahan; Reset menghapus filter. Semua toko berarti seluruh toko dalam hak akses akun Anda.

Pilih laporannya

Selling out performance menampilkan penjualan dan target. Product focus performance memantau Xiaomi T, Xiaomi Pad, Redmi Note, LHA dan TV. KPI score, KPI by partner, Store rankings serta Final assessment menjelaskan skor atau peringkat. Klik Lihat pada toko untuk membuka indikator, sumber dan rincian komponennya.

Partner / Xiaomi partner / Bahasa Indonesia

Pahami hasil laporannya

Periksa target dan periode sebelum membandingkan toko. Tanda garis bukan angka nol.

Penjualan, KPI dan skor akhir

Achievement adalah realisasi dibagi target. Bobot KPI: Total GMV 40%, Smartphone SO 20%, High-end SO 20% dan AIoT GMV 20%. Final assessment menggabungkan KPI 60%, Xiaomi T 5%, Xiaomi Pad 5%, Redmi Note 10%, LHA 10% dan TV 10%. Skor boleh melebihi 100. Standar minimum final assessment adalah 80.

Baca warna skornya

Achievement/outlook hijau mulai 100%, kuning lembut di atas 50% hingga di bawah 100%, dan merah lembut pada 50% ke bawah. Skor komponen dibandingkan dengan bobotnya: mulai 80% hijau, di atas 50% hingga di bawah 80% kuning lembut, 50% ke bawah merah lembut. Contoh: 4 poin dari bobot 5 berarti 80%, sehingga hijau meskipun nilainya hanya 4.

Pertumbuhan dan outlook

DoD/WoW/MoM/QoQ/YoY membandingkan rentang laporan yang digeser dengan toko pembanding yang tersedia. Outlook adalah proyeksi. Target kosong, perbedaan sumber atau cutoff belum terverifikasi dapat menahan angka. Buka rincian perhitungan/cakupan dan baca peringatan sebelum menafsirkan kolom kosong.

Catatan toko dan pegawai

Upcoming tetap masuk daftar tetapi tidak menambah KPI. Hasil historis mengikuti SC/ARM yang bertanggung jawab pada waktunya. Badge kualifikasi SC memakai mapping terbaru atau perubahan disetujui yang sudah efektif. Kualifikasi belum tersedia berarti tidak ada status sumber yang dapat dipakai, bukan orang tersebut tidak qualified. Anda dapat membaca jadwal SC yang disetujui untuk cakupan toko milik Anda; timetable ARM serta pengajuan/peninjauan jadwal tidak tersedia bagi Partner.

Partner / Xiaomi partner / Bahasa Indonesia

Stok, operasional, lokasi dan unduhan

Unduhan mengikuti filter yang diterapkan dan cakupan kepemilikan Anda. Toko milik partner lain tidak ikut dimasukkan.

Unduh PDF inventory

1. Buka Pemantauan persediaan dan pilih tanggal snapshot.
2. Terapkan filter toko/area yang diperlukan.
3. Pada Persediaan per tipe produk atau Rincian SKU per toko, pilih Semua kategori, Smartphone, PAD atau AIoT. Masing-masing bagian punya pilihannya sendiri.
4. Klik Unduh laporan PDF pada bagian tersebut. Laporan A4 berisi seluruh baris yang sesuai, termasuk baris di halaman tabel lain.

Gunakan rekomendasi stok sebagai bahan awal

DOS adalah hari ketersediaan stok: mulai 30 hari memadai, 10 hingga di bawah 30 sedang, di bawah 10 rendah. DOS kosong berarti belum tersedia. Pengisian stok memakai rata-rata 28 hari jika sumber cukup untuk dihitung. Push sales adalah saran; melihat atau mengunduh laporan tidak mengirim pesanan pembelian.

Operations dan peta toko

Metrik operasional melaporkan traffic, entry rate, konversi, konversi smartphone dan attach rate. Persentase memakai rata-rata berbobot; attach rate adalah rasio. Store map locator dapat dikembalikan ke Seluruh cakupan dari Jawa Timur sampai Papua Indonesia, tetapi hanya pin toko dalam akses Anda yang ditampilkan. Pin perkiraan perlu verifikasi DRM. Partner tidak dapat mengatur lokasi.

Jika hasil perlu diperbaiki

Partner tidak dapat mengoreksi/mengunci laporan, mengimpor data, mengubah toko atau pegawai, mengelola pengguna, atau mengakses Audit Trail. Hubungi DRM atau ARM terkait dengan kode toko, tanggal laporan, filter dan masalahnya. Gunakan tombol unduh lain jika tersedia; laporan mengikuti format, filter dan hak aksesnya. Keluar dari akun setelah selesai memakai perangkat bersama.

Partner / Xiaomi partner / Bahasa Indonesia

Unduh laporan yang Anda perlukan

Tentukan periode dan filter dahulu. Gunakan tombol Unduh laporan PDF di samping bagian yang ingin disimpan.

Laporan penjualan, pertumbuhan, KPI dan partner

Di Selling out performance, gunakan tombol di samping Detail performance toko. Panel pertumbuhan memiliki tombol sendiri dan mengikuti indikator terpilih. KPI score dan Store rankings menyediakan Peringkat KPI toko; KPI by partner menyediakan Pencapaian masing-masing Partner serta tabel peringkat toko. Pilih tombol di samping hasil yang diperlukan. Operations metrix juga memiliki unduhan Perbandingan pertumbuhan tersendiri.

Product focus dan final assessment

Di Product focus performance, pilih Xiaomi T, Xiaomi Pad, Redmi Note, LHA atau TV, lalu klik Unduh laporan PDF di samping tabel performa produk per toko. PDF mengikuti produk yang dipilih. Di Final assessment, gunakan tombol di samping Peringkat Final Assessment. Jika memakai pencarian nama/kode toko pada kedua tabel ini, kosongkan pencariannya sebelum mengunduh bila ingin seluruh daftar sesuai filter.

Isi file PDF

Laporan memuat seluruh baris yang sesuai, termasuk baris pada halaman tabel berikutnya. Formatnya A4 lanskap dengan margin standar 2,54 cm, judul kolom berulang dan nomor halaman. Keterangan toko dan pegawai ikut disertakan jika tersedia pada laporan. Tanda garis berarti belum tersedia, bukan nol. Periksa periode, cakupan dan indikator di bagian atas sebelum membagikan file.

Hak akses dan tombol inventory

Setiap unduhan hanya memuat toko yang ditautkan ke akun Partner Anda. Jika toko milik Anda belum muncul, minta DRM memeriksa tautan kepemilikannya sebelum mengunduh ulang. Persediaan per tipe produk dan Rincian SKU per toko tetap memiliki tombol kategori serta unduhan PDF masing-masing. Pilih kategori secara terpisah pada setiap bagian. Tunggu hingga unduhan selesai; jika gagal, baca pesannya lalu coba kembali.