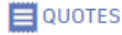


## Quote Forecasting & Probability of Sale

First, the columns need to be added to your quotes page.



Log into DoorBuilder and click on the QUOTES tab.

Click on the box with the 3 dots



to open the available columns.

**Probability of Sale**

Search for **Probability of Sale & Forecast Date,**

**Forecast Date**

click on the box to select and hit apply.

Probability of Sale	Forecast Date
Low or unknown probability	29 Oct 2021 EDT
Low or unknown probability	29 Oct 2021 EDT

You will see the columns at the far right.

These can be updated by clicking on either one (they both open up the same window).

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When changing the Anticipated Close Date, please click at the very top of the box. Yes, this is a bit odd but there is a bug with the program at the moment. Once you have made your updates, click on submit.

Quote Forecast

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**Quote Name** Shearman & Sterling  
**Quote Number** Q-22468  
**Owner** -, PJP - PJ Polke Company  
**Status** Created  
**Probability of Sale**  
Low or unknown probability  
**Anticipated Close Date**  
30 Sep 2021  Opportunity Lost  Reason  
N/A