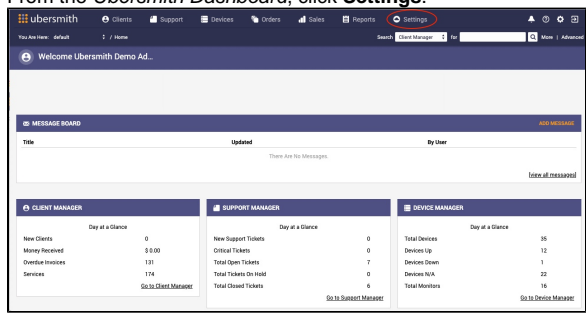


Adding Opportunity Stages

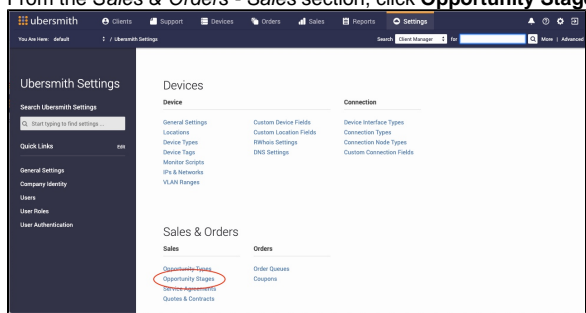
Opportunity stages establish where in the sales process the opportunity type is.

Accessing the Opportunity Stages Page

1. From the *Ubersmith Dashboard*, click **Settings**.



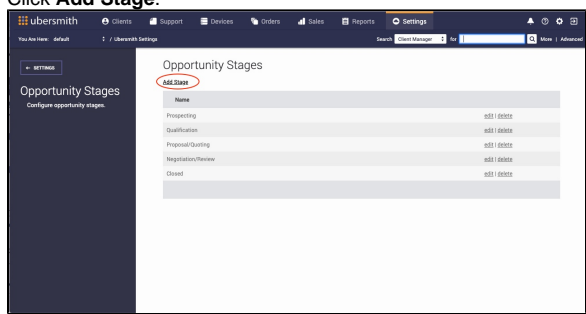
- The *Ubersmith Settings* page appears.
2. From the *Sales & Orders - Sales* section, click **Opportunity Stages**.



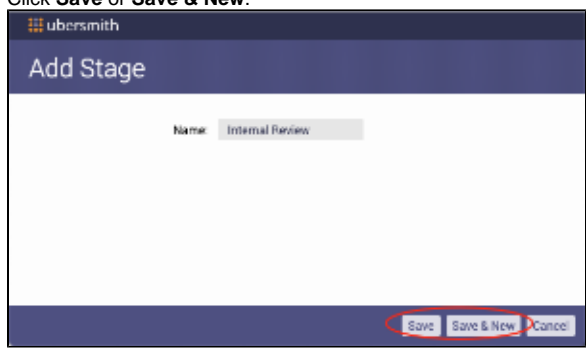
The *Opportunity Stages* page appears.

Completing the Add Stage Page

1. Click **Add Stage**.



- The *Add Stage* page appears.
2. In the **Name** field, enter the name of the opportunity stage.
 3. Click **Save** or **Save & New**.



Related Topics

On this page:

On this page:

- [Accessing the Opportunity Stages Page](#)
- [Completing the Add Stage Page](#)
- [Related Topics](#)

