## Managing Columns



The default view for the data columns on the Dashboard, Deliveries and Orders pages appear with the most commonly used information. The columns can be changed, hiding or adding data most important to your needs. The available columns may differ based on organization.

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Add or Hide Data Columns

Default Views can be set on the Dashboard, Deliveries and Orders pages. As different pages have different data focuses, one page's column view will not carry over to another.

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Search       Lat 7 Day       02/20/2 _ 02/27/25        + Add Filter    From the Dashboard, Deliveries or Orders page: <ol> <li>Select Manage Columns in the top right of the</li> <li>Toggle on all data columns to view on the page.</li> <li>Or</li> <li>Toggle off all data columns to hide on the page.</li> <li>Hide all = toggles all columns off</li> <li>Show all = toggles all columns on</li> <li>Add Filter</li> </ol>	<ul> <li>Manage Columns</li> <li>Views v</li> <li>C</li> <li>Show Columns</li> <li>Order ID</li> <li>Origin Location</li> <li>Pickup Location Name</li> <li>Pickup Location Address</li> <li>Pickup Location City</li> <li>Pickup Location Tip / Postal Code</li> <li>Dropoff Location Address</li> <li>Dropoff Location Address</li> <li>Dropoff Location State / Province / Region</li> <li>Dropoff Location Zip / Postal Code</li> <li>Order Date</li> <li>Containers</li> <li>Items</li> <li>Service Level</li> <li>Status</li> <li>Risk</li> </ul>

## OneRail Support Email: support@onerail.io

## OneRail Support Line: 321-326-8883

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