**営業月報**

令和○年○○月○○日

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 営業項目 | | 訪問数 | | | 情報数 | | | 見積数 | | | 提案書  提出件数 | 受注額（単位：千円） | | 営業工数 | | |
| 氏名 | | 計画 | 実績 | 判定 | 計画 | 実績 | 判定 | 計画 | 実績 | 判定 | 売込  主要商品 | 合計 | 総投入  時間 | 営業  活動  時間 | 活動率 |
|  | 当月 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 累計 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 当月 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 累計 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 当月 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 累計 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 当月 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 累計 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 当月 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 累計 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 当月 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 累計 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 当月 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 累計 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 当月 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 累計 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 当月 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 累計 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 当月 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 累計 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 当月 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 累計 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 当月 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 累計 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |