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# Workforce Management Web for Supervisors (Classic) Help

Forecast Scenarios

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- Supervisor

Manage and publish forecast scenarios created by you and others (if shared).

### Related documentation:

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After you create a forecast scenario using the New Forecast Wizard, use the Forecast Scenarios View to open the forecast scenario.

1. Select **Forecast** from the **Home** menu on the toolbar.
2. Select **Scenarios** from the **Forecast** menu.
3. Select a scenario from the list in the data pane, and open it by clicking the open icon () in the toolbar or by double-clicking the scenario itself.
4. Select the open scenario's name from the **Forecast** menu on the toolbar.  
**All open scenarios appear on the menu.**
5. Select one of these views from the selected scenario name> menu:
  - Volumes—Enables you to build, view, and edit a scenario's interaction volume and average handle time.
  - Staffing—Enables you to build, view, and edit a scenario's calculated and required staffing.
  - Graphs—Displays your choice of statistics for this forecast, using line charts.
  - Overheads—Displays the weekly shrinkage forecast for a selectable period.
6. In the **Objects** tree, select an activity, multi-site activity, site, business unit or enterprise.

## Working with forecast scenarios

From the Forecast Scenarios view you can:

- View interaction volume and AHT forecasts in the Scenario Volumes view or create interaction volume and/or AHT forecasts using the Forecast Volumes Build Wizard.
- View staffing forecasts in the Scenario Staffing view or create staffing forecasts using the Staffing Build Wizard.
- View the forecast scenario in graph format.
- Add comments to the forecast scenario.
- Publish forecast scenarios to the Master Forecast or extract from the Master Forecast into a forecast

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scenario.

Some restrictions apply when viewing or deleting Forecast scenarios:

- Users must have access to at least one Activity or Multi-Site Activity in the Forecast scenario to see it.
- Users must have access to all Activities and Multi-Site Activities in the Forecast scenario to delete it.