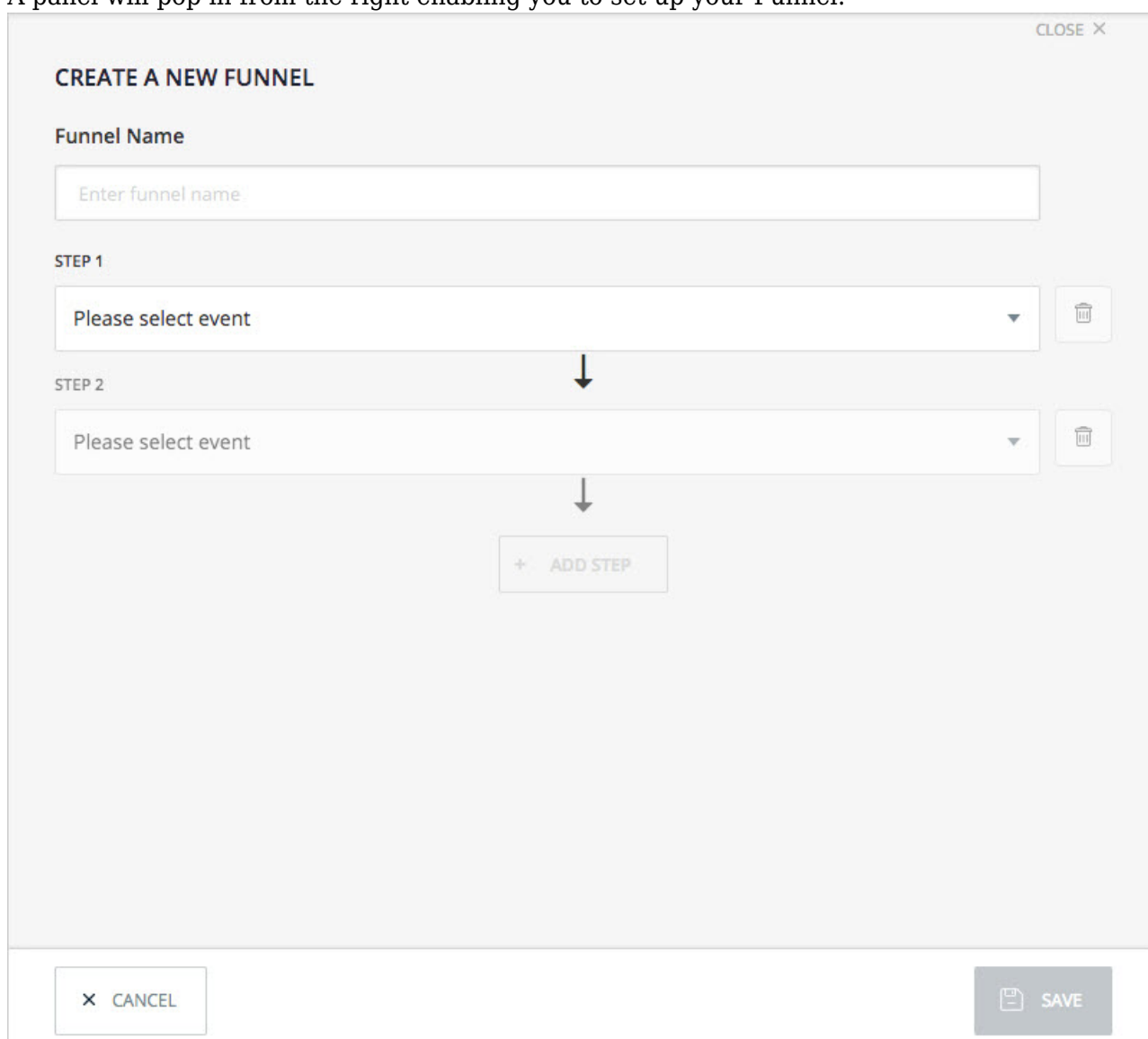


Creating a Funnel in Insights

Creating a Funnel

1. Sign into your Insights account at insights.walkme.com;
2. Click the Funnels tab on Insights' left sidebar;
3. Click + *NEW FUNNEL*;
4. A panel will pop in from the right enabling you to set up your Funnel:



CREATE A NEW FUNNEL CLOSE X

Funnel Name

Enter funnel name

STEP 1

Please select event ▼ 🗑️

↓

STEP 2

Please select event ▼ 🗑️

↓

+ ADD STEP

✕ CANCEL 💾 SAVE

5. Enter a name for your Funnel;
6. Select events to create two steps or more;
 - A Funnel must be built from at least two steps;

- You must have [Tracked Events](#) defined or Custom Events available.

7. Click *SAVE*.