

Stat Tiles

Last Modified on 09/04/2026 11:13 am EDT

Your Home page opens on a row of live counts: closings this week, tasks due today, docs waiting on you — so you can see what needs attention before you click into anything.

Introduction

You open Pipeline and the first question is the same as yesterday's: what needs you today? The answer normally lives across four different pages.

The row of counts along the top of your *Home* page answers it before you click anything. Each block watches one pile of work and shows how big it is right now, and each one opens two ways: a snapshot you can read without leaving *Home*, or a click straight through to the page that owns the work. The numbers are live rather than a morning digest, so what you're looking at is where things stand as you look at them.

The day starts in one place. And if a count reads higher than you expected, that's usually because a block counts everything your role lets you see, not only what's assigned to you, so the office's work is sitting in there alongside your own.

How It Works

Four blocks, one pattern: a count you can read at a glance, a snapshot you can open without leaving Home, and a link straight to the page that owns the work.

What Each Block Counts

Transactions Closing in 7 Days counts the transactions with a close date inside the next week. **Tasks Due Today** counts the tasks due today, grouped by transaction. **Unassigned Documents** and **Unreviewed Documents** count the docs waiting to be filed and the docs waiting for an admin's review.

Read the Detail in Place

Click **Show List** on any block and the details open right on the Home page. The *Transactions Closing in 7 Days* snapshot shows each transaction's name, close date, and task completion ratio. *Tasks Due Today* shows the task counts grouped by transaction. *Unassigned Documents* shows how many docs arrived today, yesterday, or this week. *Unreviewed Documents* shows the unreviewed count per transaction, sorted by closing date. Click any item to open it.

What the Red Flag Means

A red flag beside a task means that transaction is closing today.

Pipeline Remembers What You Hide

Close a snapshot with the **X** in its upper-right corner and it stays closed the next time you land on the Home page — the blocks come back the way you left them.

Counts Follow Your Access

A block counts everything your role lets you see, not only what's assigned to you. If your permissions reach across the office, *Tasks Due Today* includes other people's tasks on the transactions you can view. To narrow it to your own work, filter the Tasks page and save that filter as a shortcut.

View a Block's Snapshot List

Open a block's details right on the Home page with [Show List].

Who Can Do This: Anyone with a Paperless Pipeline login.

To view a block's snapshot list:

1. Click [Home] in the top menu bar.
2. Find the block you want — *Transactions Closing in 7 Days*, *Tasks Due Today*, *Unassigned Documents*, or *Unreviewed Documents*.
3. Click [Show List].

The snapshot opens in place. Click any item in it to jump straight to that transaction or doc.

Hide a Block's Snapshot List

Close a snapshot you don't need and Pipeline keeps it closed next time.

Who Can Do This: Anyone with a Paperless Pipeline login.

To hide a block's snapshot list:

1. Click [Home] in the top menu bar.
2. Find the open snapshot you want to close.
3. Click the [X] in its upper-right corner.

The list collapses, and the next time you visit the Home page it's still collapsed.

Open the Full List Behind a Block

Click through from a block to the page that owns the work.

Who Can Do This: Anyone with a Paperless Pipeline login.

To open the full list behind a block:

1. Click [Home] in the top menu bar.
2. Click the block's name — for example [Transactions Closing in 7 Days] or [Unassigned Documents→].

You'll land on the full page for that work — the Transactions page, the Tasks page, the Unassigned page, or the Unreviewed page — with everything the block was counting. If a snapshot is already open, [View All→] at the bottom of it goes to the same place.

Make Tasks Due Today Mean Your Day

Tasks Due Today counts every task your role lets you see, which for anyone with a wide view of the office is a number that isn't really about their day. The Tasks page is where that gets untangled, because you can narrow it to the person a task actually belongs to.

Narrow the Tasks page to an exact set — search by task or transaction name, then filter by @mention, agent, due date, status, and more.

See [Tasks Search](#)

Stat Tiles FAQ

The blocks count closings, tasks, and docs against what your role can see, and each one opens in place or links to its full page. Answers to the common questions about what the numbers mean and what you can change. See [Stat Tiles FAQ](#).

Stat Tiles Troubleshooting

A number looking off? Start here.

- [A Home Page Count Doesn't Look Right](#)

