

Job Costing Quote Detail Report

Job Costing > Reports> Job Quote Detail Report

The screenshot shows the 'Job Costing Module' interface. On the left is a sidebar with a menu containing 'Configuration', 'Activity', 'Analysis', 'Reports' (highlighted with a red box), and 'Report List'. The main area is titled 'Report List' and contains a search bar, filters for 'Category' (set to 'Job Costing') and 'Description' (set to 'quote'), and a table of reports. The table has three columns: '#', 'Category', and 'Description'. The second row is highlighted in orange.

#	Category	Description	Note
1	Job Costing	01. Job Quote Summary Report	This report shows quotes in various status levels with cost, selling and profits to be made.
2	Job Costing	02. Job Quote Detail Report	This report shows quote details in various status levels with costs and selling values.
3	Job Costing	03. Quote and Job Status Report	Report displaying Job related data based on quote selection criteria.

- Double click to open report

The screenshot shows the 'Job Quote Detail Report' configuration window. It contains several input fields for filtering the report: 'Job No:', 'Quote No:', 'Sales Rep:' (set to 'All'), 'Date From:' (set to '2026-01-01'), 'Date To:' (set to '2026-01-31'), 'Status:' (set to 'Preparation' and highlighted with a red box), 'Quote Type:' (set to 'All'), and 'Sort By:' (set to 'Quote No'). There are also checkboxes for 'Include Branch:', 'Include Margin:', and 'Show Excl QT:'. At the bottom are 'Continue' and 'Close' buttons.

Statuses

Preparation	This is the stage where a quote has been created.
Scope Creep Quote	This applies when a quote is created from a job using the Scope Creep Quote function. The quote is considered to be in the preparation stage and must progress through all approval stages.
All	Displays quotes across all status stages. It is not recommended to search using this status
Requesting Internal Approval	This status indicates the quote has moved from Preparation to Internal Approval . <i>Path: Job Costing > Activity > Job Internal Quote Approval</i>
Internal Approval	This is the stage where the quote is undergoing internal review and approval.
Job Customer Quote Approval	This status means the quote has progressed from Preparation or Internal Approval to Customer Approval . <i>Path: Job Costing > Activity > Job Customer Quote Approval</i>
Customer Approved	This status indicates the quote has been approved (from Preparation, Internal Approval, or Customer Approval) and converted into an active job. The job is now available under Manage Job , essentially forming part of the order book. <i>Path: Job Costing > Activity > Manage Job</i>
Internal Rejection	This occurs when a quote is rejected during the Internal Approval stage.
Customer Rejection	This occurs when a quote is rejected during the Customer Approval stage.
Cancelled	This status applies when a quote is cancelled at any stage of the quote process.

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