

Analysis of Monthly Sales Figures

Analysis of Monthly Sales figures - Showing Costs and Profit

Inventory module> Reports> Reports List

×

Monthly Sales Analysis

?

Year:

FY 2024

▼

Period From:

2023-12-01

▼

Period To:

2023-12-31

▼

Items:

▼

Sales Rep:

All

▼

Sort By:

Customer

▼

Sub Sort By:

Stock Item

▼

Show:

Decimal:

0

▲

▼

Debtors Code:

☐

Sales Rep Code:

☐

Group Code:

☐

Cost & Profit:

☐

Year to Date:

☐

Item Description:

☐

▶

Generate

✖

Close

Year	Select a financial year you are running the report for
Period From / Period To	Select the period From and the period to from the drop-down arrow
Items	Select an item you wish to run the report for or leave it blank to run by all items
Sales Rep	If you leave the sales rep on all the report will run by all sales rep If you want to run a report by a specific sales rep, then you will need to select the sales rep on the drop down menu selection
Sort By	Sort the report by selecting one option from the drop-down arrow. Options area: by Code, Description, Group Code or Bin Location

Sub Sort By	Select the sort option from the drop down arrow
Decimal	It is advisable to set decimals to two places You can view the report with any number of decimal places.
Customer Code	Put the tick on for the report to display customer codes in a separate column
Cost & Profit	Put the tick on for the report to display cost and profit in a separate column
Sales Rep Code	Put the tick on for the report to display sales rep code in a separate column
Year to Date	Put the tick on for the report to display year to date in a separate column
Group Code	Put the tick on for the report to display group codes in a separate column
Generate Button	Click the "Generate" button to open the report You will have options to copy, email, or print the report To view the report in an Excel document, copy the report and paste it into an Excel file

Revision #9

Created 19 May 2023 22:04:41 by Paige

Updated 15 December 2024 19:15:59 by Pamela