

REPORT IDEAS BOOK

Powerful and Flexible Reporting in Retail Pro® 9

In today's retail environment, you have to deal with an overwhelming amount of transactional data originating from many different areas of your retail organization. Having a robust and flexible reporting solution that can consolidate all this information and present it in an easy-to-use, accurate and consistent manner is critical for success.

With Retail Pro 9, you can get an integrated reporting solution preloaded with 150+ standard reports that can have an immediate impact on your business and help you make better, more informed decisions. Using these standard reports, you can monitor key performance indicators (KPIs), track inventory stock levels, determine best/worst sellers, manage employee commissions, generate sales tax liability reports, determine top customers and much, much more. And if you have more sophisticated reporting needs, you can use any ODBC-compliant reports writer (such as Crystal Reports) to create custom reports for Retail Pro.

Retail Pro 9 Reports give you the ability to:

- Personalized reports within seconds
- Measure key inventory statistics (KPIs) against both margins achieved and inventory cost invested to ensure profitability and positive cash flow
- Monitor sales activity throughout the day using graphical reports by store, vendor, employee and even hour of day for key metrics such as total sales, average sales and margin
- Run end-of-day cash reconciliation reports that details the entire day's transaction activities
- Measure key customer statistics to better understand your customer's purchasing behavior and to develop more targeted marketing campaign
- Analyze sales data to measure the effectiveness of pricing campaigns and to guide purchasing
- Determine profit margin by individual item, salesperson, product category and more for a variety of time periods so high-margin items are adequately promoted
- Designate role-based access levels to each report to ensure sensitive information is protected and reports are distributed safely and securely
- Scheduled reports to run automatically
- Export reports to Excel, Notepad, PDF, HTML or Crystal Reports for further manipulation

Sales Reports

A number of reports are available to show items sold for a given date range – organized by item, style, department, store, vendor or even price point. There are also journal reports available to display sales transactions (with or without item details) by store.


Related Reports

- Sales: Item Summary
- Sales: Style Summary
- Sales: Department Summary
- Sales: Store Summary
- Sales: Vendor Summary
- Sales: Price Points by Dept
- Sales: Price Points by Style
- Sales: Receipt Journal

- On Hand/Sales: By Item
- On Hand/Sales: By Style
- Sales: No Sale by Dept
- Sales: No Sale by Vendor
- Sales: Vendor Sales vs. Returns Summary

The screenshots show three different report views. The top one is a 'SALES: Vendor Summary' report for 1/5/2012. The middle one is a 'SALES: Department Summary' report for 1/5/2012. The bottom one is a detailed 'SALES: Vendor Summary' table with columns for Item Code, Qty Sold, Ext Price, Ext Cost, and Margin %.

| Item Code | Qty Sold | Ext Price | Ext Cost | Margin % |
|-----------|----------|-----------|----------|----------|
| 001 | 6,000.00 | 3,000.00 | 1,500.00 | 50.00 |
| 002 | 5,740.00 | 2,870.00 | 1,435.00 | 50.17 |
| 003 | 24 | 492.00 | 246.00 | 50.00 |
| 004 | 6,240.72 | 3,120.36 | 1,560.18 | 50.00 |
| 005 | 3,000.00 | 1,500.00 | 750.00 | 50.00 |
| 006 | 2 | 21.00 | 10.50 | 50.00 |
| 007 | 1,000.00 | 500.00 | 250.00 | 50.00 |
| 008 | 1,001.00 | 500.50 | 250.25 | 49.97 |
| 009 | 20 | 1,204.00 | 602.00 | 50.00 |
| 010 | 100 | 10,000.00 | 5,000.00 | 50.00 |
| 011 | 100 | 10,000.00 | 5,000.00 | 50.00 |
| 012 | 100 | 10,000.00 | 5,000.00 | 50.00 |
| 013 | 100 | 10,000.00 | 5,000.00 | 50.00 |
| 014 | 100 | 10,000.00 | 5,000.00 | 50.00 |
| 015 | 100 | 10,000.00 | 5,000.00 | 50.00 |
| 016 | 100 | 10,000.00 | 5,000.00 | 50.00 |
| 017 | 100 | 10,000.00 | 5,000.00 | 50.00 |
| 018 | 100 | 10,000.00 | 5,000.00 | 50.00 |
| 019 | 100 | 10,000.00 | 5,000.00 | 50.00 |
| 020 | 100 | 10,000.00 | 5,000.00 | 50.00 |



SALES: Item Summary

Report Date: 1/5/2012
Report Time: 17:23

Top 10 Items

Bottom 10 Items

| DCS Code | Vendor Code | Description1 | Attribute | Size | UPC | Qty Sold | Ext Price | Ext Cost | Ext Margin Amount | Margin % |
|------------------------|-------------|-------------------------------|-----------|------|-------|----------|-----------|----------|-------------------|----------|
| Subsidiary: 001 | | | | | | | | | | |
| ACCDVD-XXX | ESPN | NASCAR DVD KIT | | | 50197 | 8 | 351.92 | 201.16 | 60.76 | 17.27 |
| | | NASCAR VOL 1: THE EXPLOSION | | | 50067 | 14 | 156.40 | 127.50 | 28.90 | 18.48 |
| | | NASCAR VOL 2: DIRT.CARS.SPEED | | | 50173 | 12 | 137.55 | 109.25 | 28.30 | 20.58 |
| | | NASCAR VOL 3: DRIVERS, RACES | | | 50111 | 12 | 137.54 | 109.27 | 28.28 | 20.56 |
| | | NASCAR VOL 4: DEFINING | | | 50166 | 12 | 137.55 | 109.29 | 28.26 | 20.55 |

Statistical Reports

A number of reports are available to display statistical information and Key Performance Indicators (KPIs) – such as GMROI, Sell Thru %, Stock/Sales, Turn and ADI (Average Daily Inventory) – which can be used to analyze the performance of items, styles, departments and vendors.

Related Reports

Sell Thru by DCS

Sell Thru by Style

Sell Thru by Vendor

Statistics: Item Sales by Department

Statistics: Item Sales by Vendor

Statistics: Items Turn vs. On Order

Statistics: Items by Department

Statistics: Items by Vendor

Statistics: Department

Statistics: Vendor

retailpro **STATISTICS: Department** Report Date: 1/6/2012
Report Time: 15:34

| Item Code | Sold Qty | Turn (By Qty) | GMROI | Stock/Sale (By Qty) | ADI |
|------------|----------|---------------|---------|---------------------|---------|
| ACCEBROOK | 14 | 0.78 | 0.31 | 1.43 | 19.72 |
| ACCEBROOK | 4 | -182.50 | -547.50 | 0.00 | -0.02 |
| ACCEBROOK | 2 | 0.05 | 0.08 | 20.00 | 38.79 |
| ACCEBROOK | 0 | 0.00 | 0.00 | 0.00 | 0.54 |
| SPHNBROOK | 2 | 0.00 | 0.00 | 10.00 | -62.21 |
| SPHNBROOK | 2 | 0.19 | 0.03 | 10.00 | 18.79 |
| BRFCBYHRO | 2 | 0.04 | 0.02 | 30.00 | 57.40 |
| BRFHLEBSP | 3 | 0.18 | 0.10 | 6.87 | 18.26 |
| CHEFFN CAS | 1 | 0.19 | 0.08 | 10.00 | 18.26 |
| EGFKOZBAD | 8 | 0.05 | 0.03 | 27.88 | 149.78 |
| EGFKOZBBI | 4 | -0.01 | -0.01 | 10.00 | -463.62 |
| EGFKOZBDC | 2 | 0.05 | 0.03 | 20.00 | 37.58 |
| EGFKOZBDF | 18 | 0.27 | 0.17 | 4.00 | 36.74 |
| EGFKOZBGG | 12 | 0.19 | 0.07 | 10.00 | 119.83 |
| EGFKOZBHH | 12 | 0.07 | 0.08 | 15.00 | 170.92 |
| EGFKOZBII | 20 | 0.21 | 0.07 | 5.00 | 93.58 |
| MENACOBEL | 8 | 0.22 | 0.31 | 9.33 | 43.58 |
| MENACOBEL | 4 | -0.14 | -0.14 | 10.00 | 37.67 |
| MENACOBEL | 4 | -0.14 | -0.14 | 10.00 | 18.79 |
| MENACOBEL | 4 | -0.14 | -0.14 | 10.00 | 36.58 |
| MENACOBEL | 4 | -0.14 | -0.14 | 10.00 | 18.77 |
| MENACOBEL | 4 | -0.14 | -0.14 | 10.00 | 37.58 |
| MENACOBEL | 4 | -0.14 | -0.14 | 10.00 | 36.33 |
| MENACOBEL | 4 | -0.14 | -0.14 | 10.00 | 173.88 |
| MENACOBEL | 4 | -0.14 | -0.14 | 10.00 | 68.78 |
| MENACOBEL | 4 | -0.14 | -0.14 | 10.00 | -44.00 |
| MENACOBEL | 4 | -0.14 | -0.14 | 10.00 | 75.16 |
| MENACOBEL | 4 | -0.14 | -0.14 | 10.00 | 9.00 |
| MENACOBEL | 4 | -0.14 | -0.14 | 10.00 | 37.88 |
| MENACOBEL | 4 | -0.14 | -0.14 | 10.00 | 15.99 |

retailpro **STATISTICS: Vendor** Report Date: 1/6/2012
Report Time: 15:37

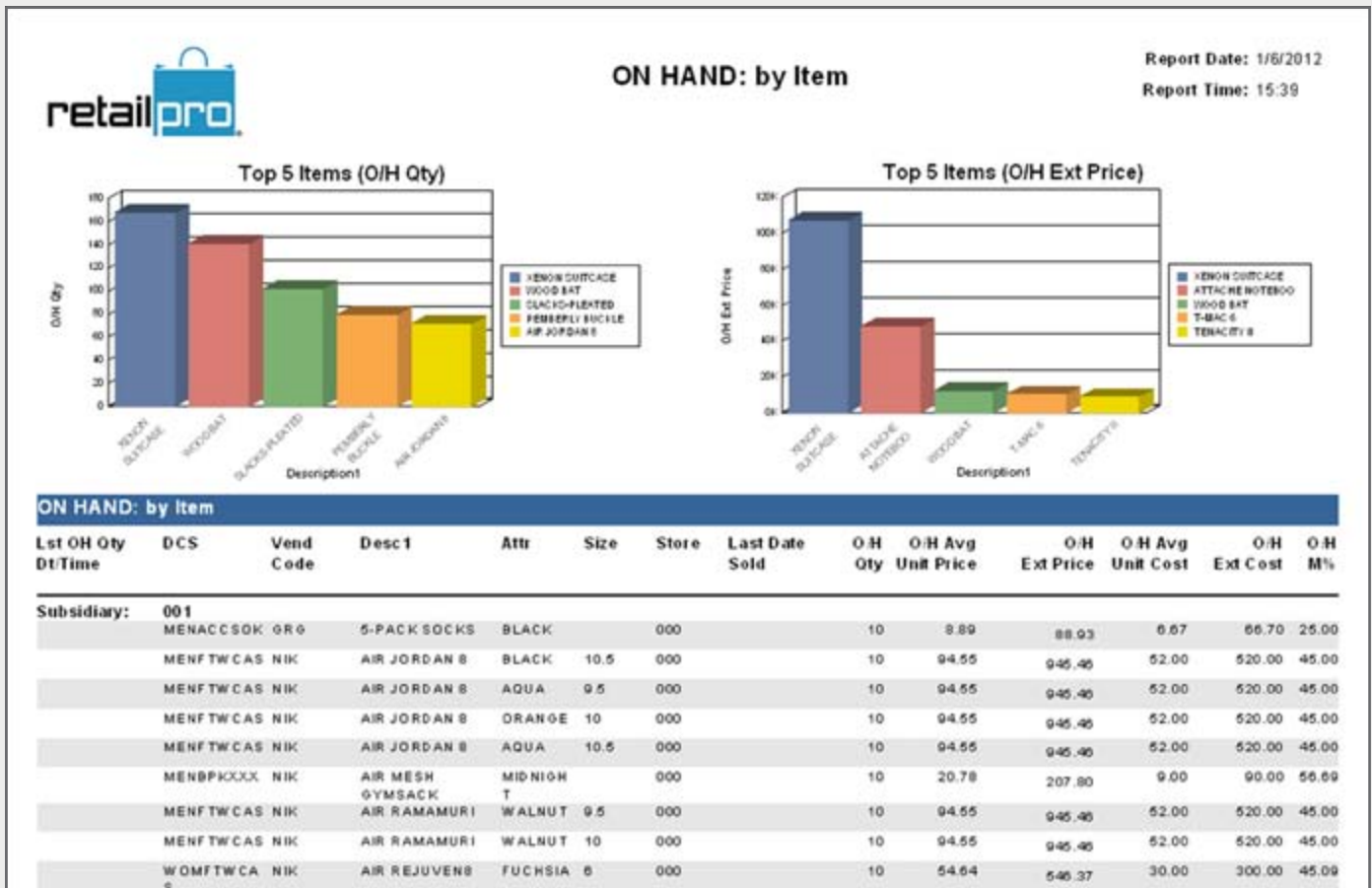
| Vendor Code | Vendor Name | Sold | Turn (By Qty) | GMROI | Stock/Sale (By Qty) | ADI |
|-------------|--------------------|------|---------------|---------|---------------------|------|
| ACM | ACME | 625 | 4.83 | 19.32 | 0.23 | 181 |
| ADD | Adidas | 8 | 0.11 | 0.05 | 10.00 | 75 |
| ADI | Adidas | 4 | 0.11 | 0.08 | 10.00 | 38 |
| AF | American Flyer | 20 | 0.21 | 0.07 | 5.00 | 94 |
| AND | Andiamo | 10 | 0.27 | 0.17 | 4.00 | 39 |
| APA | Apara | 2 | 0.11 | 0.04 | 10.00 | 20 |
| BOL | Bolle | 2 | 0.05 | 0.08 | 20.00 | 39 |
| BRK | Birkenstock | 8 | 0.21 | 0.17 | 5.00 | 38 |
| CHA | Champion | 4 | 0.05 | 0.15 | 20.00 | 75 |
| COL | Columbia | 16 | 0.12 | 0.10 | 8.75 | 134 |
| CON | Connie | 106 | 1.90 | 1.26 | 0.57 | 56 |
| DICKIE | Dickie's | 11 | 0.19 | 0.10 | 5.45 | 56 |
| ESPN | ESPN Sports | 14 | 0.75 | 0.31 | 1.43 | 19 |
| GRG | George | 8 | 0.21 | 0.11 | 5.00 | 38 |
| KEN | Kenneth Cole | 4 | -182.50 | -547.50 | 0.00 | 0 |
| KJL | Kenneth Jay Lane | 4 | 0.52 | 1.05 | 5.00 | 16 |
| LEE | Lee | 4 | 0.11 | 0.08 | 10.00 | 38 |
| LEVI | Levi Strauss | 43 | 0.19 | 0.10 | 5.58 | 225 |
| LIF | Lifestride | 11 | 0.19 | 0.13 | 5.45 | 58 |
| LOU | Louisville Slugger | 8 | 0.05 | 0.03 | 27.88 | 150 |
| MCK | McKlein | 3 | 0.16 | 0.10 | 6.67 | 19 |
| MIZ | Issac Mizrahi | 12 | 0.16 | 0.06 | 6.67 | 75 |
| MKS | MICHAEL KORS | 2 | 0.65 | 5.23 | 4.00 | 6 |
| NIK | Nike | 26 | -0.08 | 0.20 | 10.77 | -333 |
| ORG | Origins | 4 | 0.11 | 0.22 | 10.00 | 38 |

Inventory Reports

Inventory reports typically display the on-hand quantity (stock) levels or prices for all active items and styles. Additionally, inventory reports can display stock levels for a specific date.

Related Reports

- ON HAND: By Item
- ON HAND: By Style
- INVENTORY: Item Summary
- INVENTORY: Price Levels Summary
- INVENTORY: Totals Summary
- ON HAND by Date



ON HAND by Date Report

On Hand by Date reports display on-hand quantity (stock) levels for a specified date.

Related Reports

ON HAND: By Item

ON HAND: By Style

INVENTORY: Item Summary

INVENTORY: Price Levels Summary

INVENTORY: Totals Summary

| On Hand By Date Report | | | | | | | | | |
|--|---------|---------------|----------------------|----------|------|---------|-----------|-----------|-----------|
| UPC | ALU | DCS Code | DESC 1 | Attr | Size | O/H Qty | Unit Cost | Store Ext | Unit Cost |
| retailpro Report Date: 1/6/2012 Report Time: 3:44 pm | | | | | | | | | |
| On Hand By Date Report | | | | | | | | | |
| Sbs No: | 1 | | | | | | | | |
| Store: | 0 000 | San Francisco | | | | | | | |
| 10,122.00 | ITEM3 | MENACCSOK | 5-PACK SOCKS | BLACK | | 10 | 6.67 | | 66.70 |
| 20,237.00 | | MENFTWCAS | AIR JORDAN 8 | AQUA | 10.5 | 10 | 52.00 | | 520.00 |
| 20,206.00 | STYLE1A | MENFTWCAS | AIR JORDAN 8 | AQUA | 9.5 | 10 | 52.00 | | 520.00 |
| 20,213.00 | STYLE1B | MENFTWCAS | AIR JORDAN 8 | BLACK | 10.5 | 10 | 52.00 | | 520.00 |
| 20,190.00 | STYLE1 | MENFTWCAS | AIR JORDAN 8 | ORANGE | 10 | 10 | 52.00 | | 520.00 |
| 20,084.00 | DEMO8 | MENBPKXXX | AIR MESH GYMSACK | MIDNIGHT | | 10 | 9.00 | | 90.00 |
| 20,305.00 | | MENFTWCAS | AIR RAMAMURI | WALNUT | 10 | 10 | 52.00 | | 520.00 |
| 20,299.00 | | MENFTWCAS | AIR RAMAMURI | WALNUT | 9.5 | 10 | 52.00 | | 520.00 |
| 20,220.00 | STYLE2 | WOMFTWCAS | AIR REJUVEN8 | FUCHSIA | 6 | 10 | 30.00 | | 300.00 |
| 50,159.00 | ITEM6 | WOMSHOCAS | AIR REJUVEN8 THONG | BLACK | 8.0 | 10 | 24.95 | | 249.50 |
| 50,081.00 | DEMO8 | WOMSHOCAS | AIR REJUVEN8 THONG | BLUE | 6.5 | 10 | 24.95 | | 249.50 |
| 50,128.00 | ITEM3 | WOMSHOCAS | AIR REJUVEN8 THONG | FUCHSIA | 9.0 | 10 | 24.95 | | 249.50 |
| 50,043.00 | DEMO4 | EQPXXXBAS | ALUMINUM BAT | CATALYST | | 10 | 121.45 | | 1,214.50 |
| 50,289.00 | | EQPXXXBAS | ALUMINUM BAT | OMAHA | | 10 | 121.45 | | 1,214.50 |
| 20,077.00 | DEMO7 | MENACCSOK | ASSORTED CUSHIONED S | WHITE | | 10 | 11.35 | | 113.50 |
| 30,236.00 | STYLE1B | BRFCRYHRD | ATTACHE NOTEBOOK - S | COPPER | | 10 | 551.00 | | 5,510.00 |
| 30,229.00 | STYLE1A | BRFCRYHRD | ATTACHE NOTEBOOK - S | GOLD | | 10 | 551.00 | | 5,510.00 |
| 30,212.00 | STYLE1 | BRFCRYHRD | ATTACHE NOTEBOOK - S | SILVER | | 10 | 551.00 | | 5,510.00 |
| 10,276.00 | | WOMACCHBG | BAMBOO TOTE BAG | BURGAND | | 10 | 42.68 | | 426.80 |
| 10,184.00 | ITEM9 | WOMACCHBG | BAMBOO TOTE BAG | NATURAL | | 10 | 42.68 | | 426.80 |
| 9,997.00 | | ACCBATXXX | BATH BUBBLES 1 | | | 10 | 2.00 | | 20.00 |
| 9,980.00 | | ACCBATXXX | BATH BUBBLES 2 | | | 10 | 2.00 | | 20.00 |
| 9,874.00 | | ACCBATXXX | BATH BUBBLES 3 | | | 10 | 2.00 | | 20.00 |
| 98,762.00 | | ACCBATXXX | BATH BUBBLES 4 | | | 10 | 2.00 | | 20.00 |
| 98,755.00 | | ACCBATXXX | BATH SALTS 1 | | | 10 | 2.00 | | 20.00 |
| 9,867.00 | | ACCBATXXX | BATH SALTS 2 | | | 9 | 2.00 | | 18.00 |

Best/Worst Reports

A number of reports are available to show the best and worst performers for different categories. For example, reports exist to show the top customers based on sales, the top items/styles/departments/vendor based on sales or profit margins. There are even reports to show top selling associates.

Related Reports


- Sales: Best Selling Associate by Net Sales
- Sales: Best Selling Customer
- Sales: Best Selling Department by Net Sales
- Sales: Best Selling Store by Profit Margin
- Sales: Best Selling Styles by Units
- Sales: Best Selling Vendor by Net Sales
- Sales: Worst Selling Style

SALES: Best Customers Report Date: 11/29/12
Report Time: 15:27



| Customer # | Customer Name | Qty Sold | Ext Price | Ext Discount Amt | Ext Margin Amt | Ext Cost |
|------------------------------------|-------------------|--------------|-------------------|------------------|------------------|------------------|
| Subsidiary Name: 001 | | | | | | |
| 8 | Galaxy Tablet | 101 | 22,821.20 | 591.07 | 6,886.74 | 15,819.27 |
| 7 | Doosan Reader | 146 | 20,700.00 | 1,782.20 | 6,424.07 | 12,307.96 |
| 1 | Lenovo Pk Virus | 208 | 16,100.32 | 821.29 | 10,583.83 | 7,807.92 |
| 9 | Dellula Madras | 140 | 10,017.00 | 528.81 | 6,721.34 | 10,027.81 |
| 5 | Alcoa Belays | 140 | 17,037.13 | 0.00 | 6,737.32 | 10,310.88 |
| 4 | Marx Pro | 100 | 16,348.00 | 2,744.72 | 6,551.86 | 10,760.72 |
| 2 | W Mark 3540000000 | 101 | 16,244.00 | 3,228.00 | 6,510.00 | 10,140.00 |
| Subtotal by Subsidiary: 001 | | 6,198 | 126,863.81 | 6,874.10 | 56,966.19 | 74,899.48 |
| Grand Total: | | 6,198 | 126,863.81 | 6,874.10 | 56,966.19 | 74,899.48 |

SALES: Best Selling Style (By Units) Report Date: 1/5/2012
Report Time: 17:54



| DCS | Vendor Code | Description 1 | Qty Sold | Ext Price | Ext Discount Amt | Ext Margin Amt | Ext Margin % | Ext Cost |
|------------------------------------|-------------|----------------------------|---------------|-------------------|------------------|-------------------|--------------|-------------------|
| Subsidiary Name: 001 | | | | | | | | |
| BPKMENXXX | NIK | WORKOUT BAG | 10,013 | 125,059.00 | (25.00) | 25,032.50 | 20.02 | 100,029.87 |
| EQPXXXBSK | SPA | NBA Z/0 EXCEL | 10,010 | 473,371.01 | (10.00) | 222,122.90 | 47.13 | 250,250.00 |
| ACCBATXXX | ACM | BATH BUBBLES 1 | 808 | 9,080.00 | 0.00 | 6,464.00 | 80.00 | 1,616.00 |
| WOMFTWDRS | CON | SILVER WEAR | 142 | 10,599.09 | 3.75 | 4,254.83 | 39.97 | 6,290.00 |
| LUGWHLHRD | TITAN | XENON SUITCASE TROLLEY | 98 | 53,556.88 | 9,252.73 | 27,603.51 | 49.73 | 27,900.00 |
| LUGWHLSD | AT | PEMBERLY BUCKLES | 84 | 4,840.77 | 296.94 | 1,199.23 | 24.21 | 3,751.55 |
| MENCLOCAS | LEVI | SLACKS-PLEATED | 82 | 3,857.80 | 14.60 | 1,465.50 | 37.37 | 2,455.90 |
| WOMFTWNIK | COL | TENACITY II | 73 | 9,041.09 | 12.66 | 4,122.06 | 44.85 | 5,110.00 |
| MENFTWCAS | NIK | AIR JORDAN 8 | 58 | 5,420.22 | 9.46 | 2,459.44 | 44.91 | 3,016.00 |
| WOMFTWDRS | LIF | JORDON | 56 | 3,662.42 | 0.00 | 1,492.70 | 39.99 | 2,239.70 |
| MENSHOBT | TBH | JEANS | 54 | 5,000.00 | 0.00 | 5,000.00 | 100.00 | 0.00 |
| MENSHOBSK | ADD | T-MAC 6 | 39 | 5,549.61 | 0.00 | 1,849.70 | 32.16 | 3,699.90 |
| MENCLOCAS | LEVI | CARGO SHORTS | 39 | 609.55 | 0.79 | 189.75 | 30.55 | 429.00 |
| WOMFTWCAS | BRK | MALIBU | 37 | 1,707.45 | 0.00 | 802.53 | 44.55 | 999.00 |
| MENCLOCAS | LEVI | LOOSE SHORTS | 37 | 564.45 | 11.90 | 208.25 | 36.22 | 366.67 |
| BRFCRYHRD | RIM | ATTACHE NOTEBOOK - SMALL | 33 | 26,314.17 | 854.90 | 8,352.10 | 31.48 | 18,183.00 |
| MENCLOWRK | DICKIE | SHIRT SHORT-SLEEVE PERFORM | 33 | 542.69 | 2.53 | 182.93 | 32.99 | 371.58 |
| MENFTWNIK | COL | TRAILMEISTER | 30 | 3,346.70 | 0.00 | 1,519.20 | 44.56 | 1,899.00 |
| ACCDVDXXX | ESPN | YEAR IN REVIEW 2008 | 30 | 417.64 | 48.07 | 119.57 | 28.01 | 307.26 |
| WOMSHOCAS | NIK | AIR REJUVENB THONG | 28 | 1,226.88 | 0.00 | 533.12 | 43.28 | 698.60 |
| LUGCYRSD | AND | VALAROSO GARMENT BAG | 25 | 1,889.00 | 44.00 | 731.00 | 37.37 | 1,225.00 |
| MENFTWCAS | SKE | TIER | 25 | 1,225.19 | 0.00 | 552.75 | 44.12 | 700.00 |
| WOMCLOCAS | LEE | MODERN FIT WALKING SHORTS | 24 | 411.01 | 0.00 | 193.36 | 43.31 | 240.00 |
| WOMCLOCAS | LEVI | FASHION SHORT SHORTS | 24 | 303.71 | 0.00 | 103.68 | 33.28 | 208.08 |
| MENFTWCAS | NIK | RAMAMURI | 23 | 2,141.55 | 0.00 | 978.65 | 45.00 | 1,196.00 |
| Subtotal by Subsidiary: 001 | | | 21,995 | 747,797.87 | 9,517.32 | 318,519.27 | 42.36 | 433,473.11 |
| Grand Total: | | | 21,995 | 747,797.87 | 9,517.32 | 318,519.27 | 42.36 | 433,473.11 |

Merchandise Reports

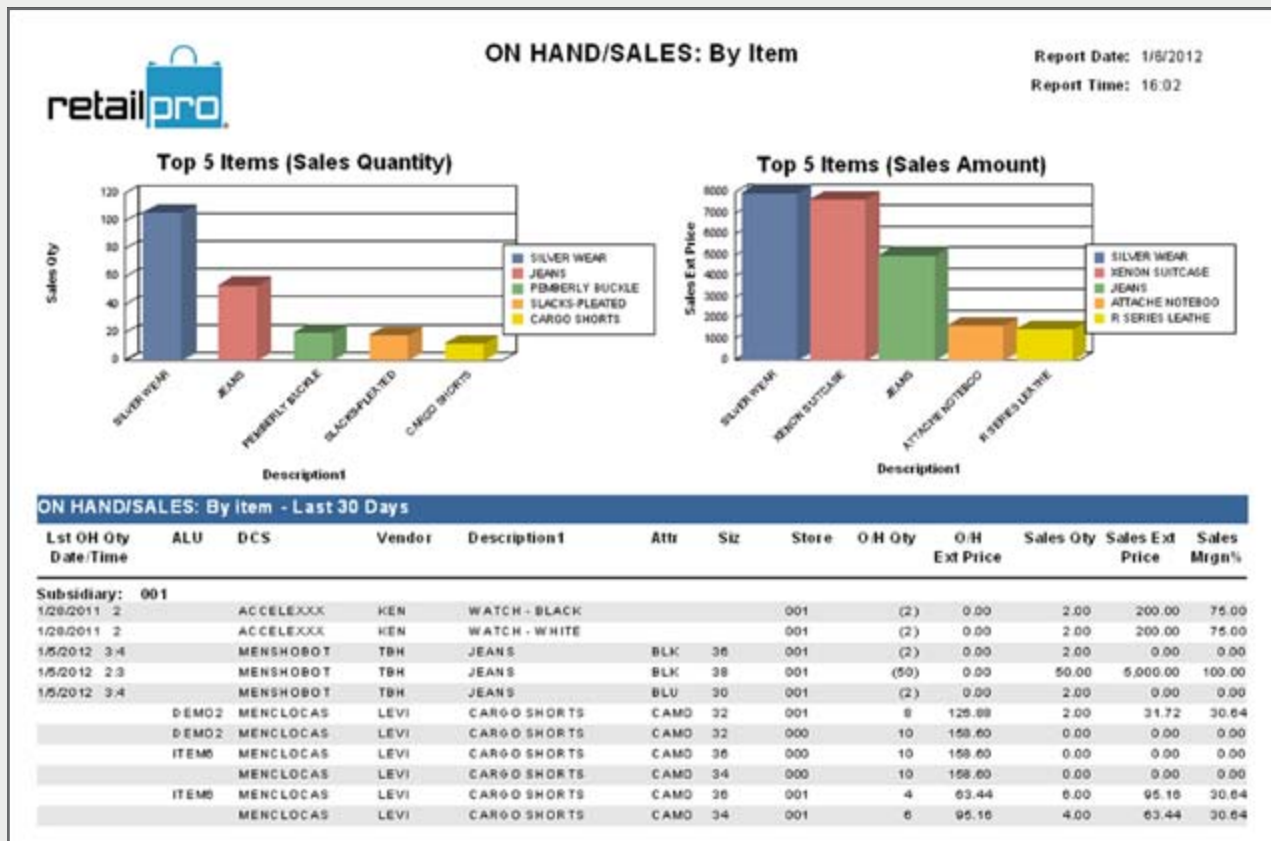
Merchandise reports typically compare information from different data types or date ranges. For example, merchandise reports are available to compare inventory stock levels to net sales, which can be used for restocking purposes. Other merchandise reports compare daily/monthly/yearly sales with the same period of the previous year.

Related Reports

- On Hand vs. Sales: By Item - Last 30 Days
- On Hand vs. Sales: By Style - Last 30 Days
- Sales vs. Receiving vs. On Order vs. On Hand by Item
- Sales: By Item YTD vs. Same Last Year
- Sales: By Style - YTD vs. Same Last Year
- Sales: By Dept - YTD vs. Last Year

OH/SOLD/RCVD/TRANS/ADJ: By Store

| | Sheet 0 | | | | Sheet 1 | | | |
|---------------|---------|----------|----------|-----------|---------|----------|----------|-----------|
| | OH Qty | Sold Qty | RCVD Qty | TRANS Qty | OH Qty | Sold Qty | RCVD Qty | TRANS Qty |
| 1-PACK SACKS | 10 | 0 | 0 | 0 | (10) | 0 | 0 | 0 |
| AIR JORDANS | 40 | 0 | 0 | 0 | 40 | 0 | 0 | 0 |
| AIR MESH GYMS | 10 | 0 | 0 | 0 | 10 | 0 | 0 | 0 |
| AIR RAMAMBI | 20 | 0 | 0 | 0 | 20 | 0 | 0 | 0 |
| AIR REVIEWS | 10 | 0 | 0 | 0 | 10 | 0 | 0 | 0 |
| AIR REVIEWS T | 20 | 0 | 0 | 0 | 20 | 0 | 0 | 0 |
| ALUMINUMBAT | 20 | 0 | 0 | 0 | 20 | 0 | 0 | 0 |
| ASSORTED-CHD | 10 | 0 | 0 | 0 | 10 | 0 | 0 | 0 |
| ATTACHE NOTES | 20 | 0 | 0 | 0 | 20 | 0 | 0 | 0 |
| BAMBUO TOTE T | 20 | 0 | 0 | 0 | (20) | 0 | 0 | 0 |



Journal Reports

Journal reports list individual transactional documents created for a given date range. For example, receipt journals list all sales and return transactions organized by store. Journal reports are also available for other transactional document as well – Purchase Orders, Receiving Vouchers, Sales Orders, Transfer Orders and Transfer Slips.

Related Reports

- Receipt: Journal
- PO: Journal
- Receiving: Voucher Journal
- SO: Layaway Journal
- TO: Planned Transfers
- Transfers: Slip Journal



Sales: Receipt Journal

Report Date: 1/6/2012
Report Time: 3:28:59PM

| Sales: Receipt Journal | | | | | | | | | | | |
|-----------------------------|-------|--------|------------------|-------------|----------------|---------|--------------|------------------------|--------------|------------|--------|
| Company Name | Store | Rcpt # | Rcpt Date & Time | Tender Name | Ext Orig Price | Disc % | Ext Disc Amt | Ext Price | Rcpt Tax Amt | Rcpt Total | |
| UPC | ALU | Dem # | Rem # | DCS | Vendor | Attr | Size | Desc1 | Sold Qty | Price | Cost |
| Subsidiary Name: 001 | | | | | | | | | | | |
| 001 | 000 | 46 | 12 / 16 / 2009 | Credit Card | 97.38 | 0.00 | 0.00 | 97.38 | 8.03 | 137.35 | |
| 20046 | | DEMO4 | 0 | WOMFTWCAS | BRK | WHITE | 8 | MALIBU | 2 | 48.69 | 27.00 |
| 001 | 000 | 46 | 12 / 16 / 2009 | Credit Card | 133.30 | 0.00 | 0.00 | 133.30 | 11.00 | 137.35 | |
| 20022 | | DEMO2 | 0 | WOMFTWDR5 | LIF | BROWN | | JORDAN | 2 | 66.65 | 35.99 |
| 001 | 000 | 46 | 12 / 16 / 2009 | Credit Card | 140.98 | 0.00 | 0.00 | 140.98 | 12.37 | 137.35 | |
| 20060 | | DEMO6 | 0 | WOMFTWDR5 | COB | BLACK | 6.5 | SILVER WEAR | 2 | 74.99 | 45.00 |
| 001 | 000 | 47 | 12 / 16 / 2009 | Cash | -50.11 | 0.00 | 0.00 | -50.11 | -4.13 | -97.89 | |
| 20015 | | DEMO1 | 0 | MEHFTWCAS | SKE | BURHT | 10.5 | TIER | (1) | -50.11 | -28.00 |
| 001 | 000 | 47 | 12 / 16 / 2009 | Cash | -126.64 | 0.00 | 0.00 | -126.64 | -10.45 | -97.89 | |
| 20107 | | ITEM1 | 0 | WOMFTWHK | COL | BLACK | 8 | TEHACITY II | (1) | -126.64 | -76.00 |
| 001 | 000 | 47 | 12 / 16 / 2009 | Cash | -94.55 | 0.00 | 0.00 | -94.55 | -7.80 | -97.89 | |
| 20190 | | STYLE1 | 0 | MEHFTWCAS | HRK | ORANGE | 10 | AIR JORDAN 8 | (1) | -94.55 | -52.00 |
| 001 | 000 | 47 | 12 / 16 / 2009 | Cash | -43.99 | 0.00 | 0.00 | -43.99 | -3.53 | -47.62 | |
| 50197 | | KIT1 | 0 | ACCDVDXXX | ESPH | | | HASCAR DVD KIT | (1) | -43.99 | -36.47 |
| 001 | 000 | 46 | 12 / 16 / 2009 | Credit Card | 650.40 | 24.95 | 162.32 | 488.17 | 40.27 | 617.43 | |
| 30182 | | ITEM9 | 0 | LUGWHLHRD | TITAN | BLACK | 26" | XEHOB SUITCASE TROLLEY | 1 | 488.17 | 275.00 |
| 001 | 000 | 46 | 12 / 16 / 2009 | Credit Card | 879.83 | 24.95 | 219.55 | 660.28 | 54.47 | 617.43 | |
| 30076 | | DEMO7 | 0 | LUGWHLHRD | TITAN | BLACK | 29" | XEHOB SUITCASE TROLLEY | 1 | 660.28 | 325.00 |
| 001 | 000 | 46 | 12 / 16 / 2009 | Credit Card | 380.40 | 24.95 | 94.95 | 285.54 | 23.56 | 617.43 | |
| 30083 | | DEMO3 | 0 | LUGWHLHRD | TITAN | RED | 24" | XEHOB SUITCASE TROLLEY | 1 | 285.54 | 250.00 |
| 001 | 000 | 47 | 12 / 16 / 2009 | Credit Card | -73.88 | 0.00 | 0.00 | -73.88 | -6.10 | -79.98 | |
| 30014 | | DEMO1 | 0 | LUGWHL50F | AF | UPRIGHT | 20" | PEMBERLY BUCKLES | (1) | -73.88 | -56.00 |
| 001 | 000 | 48 | 01 / 09 / 2010 | Credit Card | 94.55 | 0.00 | 0.00 | 94.55 | 7.80 | 91.46 | |
| 20114 | | ITEM2 | 0 | MEHFTWCAS | HRK | WALHUT | 8.5 | RAMAMURI | 1 | 94.55 | 52.00 |

Purchase Order Reports

A number of reports are available to show all items currently on order – organized by Department, Vendor or PO Number. There are also journal reports available to display all active purchase orders (with or without item details) based on fill status.

Related Reports

- PO: Merchandise On Order – Dept
- PO: Merchandise On Order - PO#
- PO: Merchandise On Order – Vendor
- PO: Status
- PO: Journal Ranked by Unfilled Status
- PO: Journal With Item Detail
- PO: Journal Without Item Detail
- PO: Projected Cash Requirements

PO: Merchandise On Order - Vendor Report Date: 1/5/2012
Report Time: 15:39

| Vendor Code | DCS | Description | PO Number | Ship Date | Cancel Date | Qty Ordered | Qty Received | Qty Due | Est Order Price | Est Order Cost |
|---------------------------------|--------------|----------------------|-----------|------------|-------------|-------------|--------------|-----------------|-----------------|----------------|
| Subsidiary: 001 | | | | | | | | | | |
| ECL | MEN TWHK | TRAILMEISTER | 4 | 08/20/2011 | | 25 | 0 | 25 | 2,575.00 | 1,575.00 |
| ECL | TRAILMEISTER | | 4 | 08/20/2011 | | 25 | 0 | 25 | 2,575.00 | 1,575.00 |
| ECL | MEN CLOAS | CARGO SHORTS | 3 | 08/20/2011 | | 10 | 0 | 10 | 110.00 | 110.00 |
| LEVI | MEN CLOAS | CARGO SHORTS | 3 | 08/20/2011 | | 10 | 0 | 10 | 110.00 | 110.00 |
| LEVI | CARGO SHORTS | | 3 | 08/20/2011 | | 10 | 0 | 10 | 110.00 | 110.00 |
| MULTI | MENACCBEL | BROWNSVILLE BELT | 2 | 03/23/2010 | | 0 | 0 | 0 | 162.91 | 162.91 |
| MULTI | MENACCSOI | 5-PACK SOCKS | 2 | 03/23/2010 | | 0 | 0 | 0 | 80.03 | 80.03 |
| MULTI | MEN CLOCAI | CARGO SHORTS | 2 | 03/23/2010 | | 0 | 0 | 0 | 90.00 | 90.00 |
| MULTI | MEN CLOCAI | CARGO SHORTS | 2 | 03/23/2010 | | 0 | 0 | 0 | 90.00 | 90.00 |
| MULTI | MEN CLOCAI | LOOSE SHORTS | 2 | 03/23/2010 | | 0 | 0 | 0 | 80.10 | 80.10 |
| MULTI | MEN CLOCAI | LOOSE SHORTS | 2 | 03/23/2010 | | 0 | 0 | 0 | 80.10 | 80.10 |
| MULTI | MEN CLOCAI | SLACKS-FLEATED | 2 | 03/23/2010 | | 0 | 0 | 0 | 209.55 | 209.55 |
| MULTI | MEN CLOCAI | SLACKS-FLEATED | 2 | 03/23/2010 | | 0 | 0 | 0 | 209.55 | 209.55 |
| MULTI | MEN CLOCAI | SLACKS-FLEATED | 2 | 03/23/2010 | | 0 | 0 | 0 | 209.55 | 209.55 |
| MULTI | MEN CLOCAI | SLACKS-FLEATED | 2 | 03/23/2010 | | 0 | 0 | 0 | 209.55 | 209.55 |
| MULTI | MEN CLOCAI | SLACKS-FLEATED | 2 | 03/23/2010 | | 0 | 0 | 0 | 209.55 | 209.55 |
| MULTI | MEN CLODR1 | SHIRT & TIE BOX SET | 2 | 03/23/2010 | | 0 | 0 | 0 | 107.37 | 107.37 |
| MULTI | MEN CLOWR | SHIRT SHORT-SLEEVE F | 2 | 03/23/2010 | | 0 | 0 | 0 | 101.34 | 101.34 |
| MULTI | MEN CLOWR | SHIRT SHORT-SLEEVE F | 2 | 03/23/2010 | | 0 | 0 | 0 | 101.34 | 101.34 |
| MULTI | MEN CLOWR | SHIRT SHORT-SLEEVE F | 2 | 03/23/2010 | | 0 | 0 | 0 | 101.34 | 101.34 |
| MULTI | MEN TWHIK | TRAILMEISTER | 4 | 08/20/2011 | | 25 | 0 | 25 | 2,575.00 | 1,575.00 |
| MULTI | TRAILMEISTER | | 4 | 08/20/2011 | | 25 | 0 | 25 | 2,575.00 | 1,575.00 |
| MULTI | TRAILMEISTER | | 4 | 08/20/2011 | | 25 | 0 | 25 | 2,575.00 | 1,575.00 |
| MULTI | WOMACCHB | BAMBOO TOTE BAG | 2 | 03/23/2010 | | 0 | 0 | 0 | 304.12 | 304.12 |
| MULTI | WOMCLOCA | FASHION SHORT SHORT | 2 | 03/23/2010 | | 0 | 0 | 0 | 78.03 | 78.03 |
| MULTI | WOMCLOCA | MODERN FIT WALKING I | 2 | 03/23/2010 | | 0 | 0 | 0 | 90.00 | 90.00 |
| MULTI | WOMCLODR | BOLLYWOOD SUMMER I | 2 | 03/23/2010 | | 0 | 0 | 0 | 365.74 | 365.74 |
| MULTI | WOMCLODR | SATEEN BLAZER | 2 | 03/23/2010 | | 0 | 0 | 0 | 237.54 | 237.54 |
| MULTI | WOMCLOSW | BELTED HIPSTER SWIM | 2 | 03/23/2010 | | 0 | 0 | 0 | 140.04 | 140.04 |
| Total by Subsidiary: 001 | | | | | | 383 | 393 | 8,378.38 | | |
| Grand Total: | | | | | | 383 | 393 | 8,378.38 | | |

PO: Merchandise On Order - Dept Report Date: 1/5/2012
Report Time: 15:39

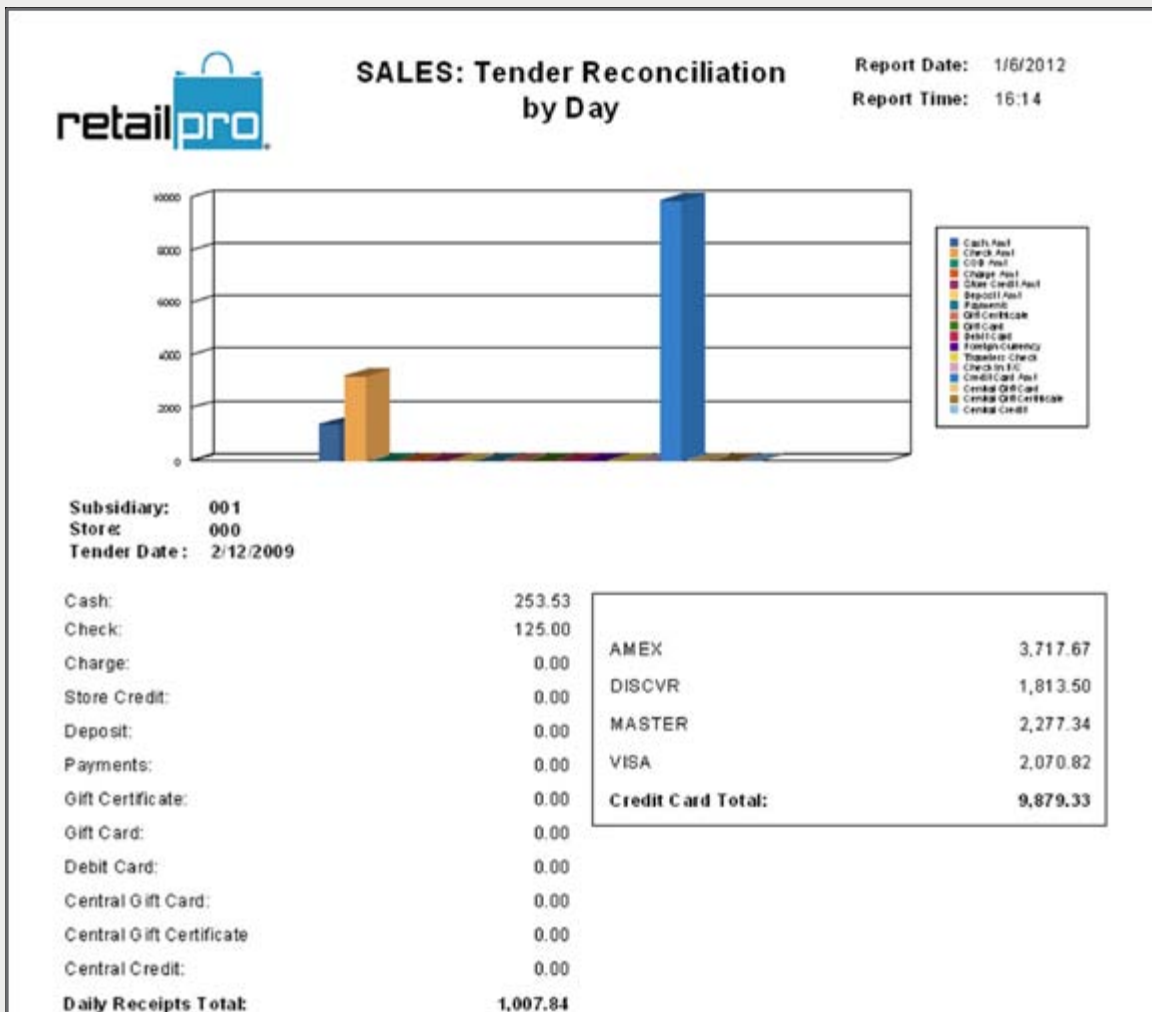
| DCS | Vendor Code | DESCRIPTION 1 | PO Number | Ship Date | Order Date | Cancel Date | Qty Ordered | Qty Due | Order Cost |
|---------------------------------|-------------|----------------------|-----------|------------|------------|-------------|-------------|------------|-----------------|
| Subsidiary: 001 | | | | | | | | | |
| MENACCBEL | MULTI | BROWNSVILLE BELT | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 162.91 |
| MENACCSOI | MULTI | 5-PACK SOCKS | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 80.03 |
| MEN CLOCAI | LEVI | CARGO SHORTS | 3 | 08/20/2011 | 08/20/2011 | | 10 | 10 | 110.00 |
| | | CARGO SHORTS | 3 | 08/20/2011 | 08/20/2011 | | 10 | 10 | 110.00 |
| | | CARGO SHORTS | 3 | 08/20/2011 | 08/20/2011 | | 10 | 10 | 110.00 |
| MEN CLOCAI | MULTI | CARGO SHORTS | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 90.00 |
| | | CARGO SHORTS | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 90.00 |
| MEN CLOCAI | MULTI | LOOSE SHORTS | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 80.10 |
| | | LOOSE SHORTS | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 80.10 |
| MEN CLOCAI | MULTI | SLACKS-FLEATED | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 209.55 |
| | | SLACKS-FLEATED | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 209.55 |
| | | SLACKS-FLEATED | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 209.55 |
| | | SLACKS-FLEATED | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 209.55 |
| | | SLACKS-FLEATED | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 209.55 |
| MEN CLODR1 | MULTI | SHIRT & TIE BOX SET | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 107.37 |
| MEN CLOWR | MULTI | SHIRT SHORT-SLEEVE F | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 101.34 |
| | | SHIRT SHORT-SLEEVE F | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 101.34 |
| | | SHIRT SHORT-SLEEVE F | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 101.34 |
| MEN TWHIK | COL | TRAILMEISTER | 4 | 08/20/2011 | 08/20/2011 | | 25 | 25 | 2,575.00 |
| | | TRAILMEISTER | 4 | 08/20/2011 | 08/20/2011 | | 25 | 25 | 2,575.00 |
| | | TRAILMEISTER | 4 | 08/20/2011 | 08/20/2011 | | 25 | 25 | 2,575.00 |
| WOMACCHB | MULTI | BAMBOO TOTE BAG | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 304.12 |
| WOMCLOCA | MULTI | FASHION SHORT SHORT | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 78.03 |
| WOMCLOCA | MULTI | MODERN FIT WALKING I | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 90.00 |
| WOMCLODR | MULTI | BOLLYWOOD SUMMER I | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 365.74 |
| WOMCLODR | MULTI | SATEEN BLAZER | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 237.54 |
| WOMCLOSW | MULTI | BELTED HIPSTER SWIM | 2 | 03/23/2010 | 03/23/2010 | | 0 | 0 | 140.04 |
| Total by Subsidiary: 001 | | | | | | | 383 | 393 | 8,378.38 |
| Grand Total: | | | | | | | 383 | 393 | 8,378.38 |

Tender Reconciliation Reports

Tender Reconciliation Reports displays net sales information for a given day broken down by individual tender type, including individual credit cards.

Related Reports

Sales: Tender Reconciliation by Day
Daily Z-Out Reports



Employee Performance Reports

A number of reports are available to analyze employee activity and performance. These reports show best/worst selling associates, commissions earned as well as sales performance vs. sales goals. Additionally, reports are available to show user account changes and security overrides.

Related Reports

- Sales: Best Selling Associate
- Sales: Associate Performance Report
- Sales: Associate Summary
- Sales: Associate Summary by Item
- Sales: Cashier Performance Report
- Sales Target by Employee
- Audit: Groups

- Audit: Permission Override
- Audit: User Account
- Audit: User Logon
- Employees: List
- Employees: Store Assignment
- Group: Employees List
- Group: Permission List

Group: Permission List

Report Date: 11/03/12
Report Time: 10:21

| Permission Name | Enabled | Override | Log Event |
|--|---------|----------|-----------|
| SYSTEM - ORDER NEW PAGE DESIGNER | P | | |
| SYSTEM - ORDER NEW ITEM | P | | |
| SYSTEM - MENU DESIGNER | P | | |
| SYSTEM - SYSTEM HELP TOPICS | P | | |
| SYSTEM - PRODUCT SPECIFICATIONS - PRINTED GETTY | P | | |
| SYSTEM - RUN TOOLS | P | | |
| SYSTEM - LAYOUT MANAGER | P | | |
| SYSTEM - SUBSCRIBER MGR | P | | |
| SYSTEM - DEFAULT LANGUAGE | P | | |
| SYSTEM - ACCESS BULK TARGETS | P | | |
| SYSTEM - CHANGE EMPLOYEE STORE ASSIGNMENT | P | | |
| SYSTEM - CHANGE EMPLOYEE SUBSCRIBER ASSIGNMENT | P | | |
| SYSTEM - EDIT SELLER FILTER ELEMENT | P | | |
| SYSTEM - MANAGE EMPLOYEE PERMISSIONS OF USER | P | | |
| SYSTEM - ADDON EMPLOYEE FROM OTHER STORES | P | | |
| SYSTEM - ALLOW DOC QTY TO BE GREATER THAN EBQTY | P | | |
| SYSTEM - ALLOW DOC QTY TO BE GREATER THAN AVAILA | P | | |
| Application Area: CUSTOMERS | | | |
| CUSTOMERS - ACCESS CUSTOMERS | P | | |
| CUSTOMERS - CREDIT/DEBIT | P | | |
| CUSTOMERS - INACTIVITY/DEACTIVATE | P | | |
| CUSTOMERS - CHANGE CUSTOMER ID | P | | |
| CUSTOMERS - MODIFY STORE CREDIT/DEBIT LIMITS/REC | P | | |
| CUSTOMERS - TAX/RET | P | | |
| CUSTOMERS - CHANGE PRICE LEVEL | P | | |

