## Experience a new world of interaction

NCR Counterpoint
Reports Handbook

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## Introduction

CounterPoint SQL is a complete retail management solution that gives you power and control over every aspect of your business - point of sale, inventory, customers, purchasing, sales history, and more. CounterPoint includes powerful features and flexible options so you can run your business your way. CounterPoint SQL is available in two editions: Express and Enterprise. Unless otherwise indicated, the reports described in this handbook apply to both editions of CounterPoint.

CounterPoint includes an extensive library of reports. Each report is designed to give you all the information you need to run your business.

CounterPoint reports are designed using the industry-leading Crystal Reports engine. You can customize or add information to any CounterPoint report - without having to create new reports from scratch. (Report customization requires the Crystal Reports Designer, purchased separately.) You can save report parameters as public (available to all users) or private (available only to the user who saved them). You can also configure CounterPoint to allow authorized users to send reports via email.

This handbook covers pre-defined reports only.
The reports in this handbook are organized as shown in the Sample Pages below.

## Sample Pages

Each report is summarized, letting you know what you can do with the report, how it helps you in your business, and some of its more important features.

Both pages can be viewed at the same time, giving you an easy reference tool for working with the report.


The first page
shows the menu
path to the report
and the tables that
are available for
filtering.


The second page shows examples of the report.

## Overview of Reports

CounterPoint SQL includes an extensive library of standard reports to help you manage your business.

For this book, reports are grouped by application (Point of Sale, Inventory, etc.). Reports include fully customizable filters, which allow limiting the data on the report.

Separate sections are provided for Journals and History. A journal is a special kind of report that provides an audit trail for posting activity such as the printing of tickets, inventory adjustment, receivings, etc. Journals can be printed automatically during posting, or you can print the journal for a particular posting event at any point in the future. You can configure CounterPoint to print the accounting distributions when printing the journal. History allows you to view or print posting activity across multiple posting events.

Reports highlighted with a are the "key" reports that will keep you on top of sales and inventory information.

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Layaway Activity
Layaways
Open Customer-specific Purchases
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© 들Inventory Snapshot
Inventory Status
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Mix-and-Match Codes
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Price Rules
Prices
Purge Inactive Items
Quick Transfer Summary
Recalc Item Quantities
Retail Value

## Overview of Reports

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OSix Week Item History
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Quick Transfers
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Transfer Out
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Physical Count History
Quick Assemblies History
Quick Transfers History
Reconcile History
Transfer In History
Transfer Out History

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Point Adjustments

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Purchase Requests History
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## Overview of Reports

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## Drawer Reading

## PURPOSE

The Drawer Reading Report allows you to inquire into the current sales and pay code totals for all drawers in a store or a single drawer prior to posting. A summary of daily activity can be printed for each cash drawer. This report is valuable in end of day reconciliation and to produce a summary of sales, payment, tax, and tender information.

## Select Point of Sale / Drawers / Reading



Filtering the Drawer Session table allows you to limit which drawers are included on the report.


## Detail - Drawer Session, Drawer, Store, and Report totals included



Store MAIN Drawer 1 totals:


## Fill Preview

## PURPOSE

The File Preview Report allows you to view the orders that can be filled based on current inventory levels. Use the Parameters tab to decide whether you will allow partial orders, partial lines, and which order line types to include.

## Select Point of Sale / Batch Processing / Fill Preview



Filtering the Item, Inventory, Document Header, and Document Line tables allows you to limit which items and locations are included on the report.


Fill Preview

Store MAIN
Allow partial orders
Allow partial lines
Include all order line types
Order by. Store, Fill status, Document \#, Line type
Document: ls picked equals No


## Gift Registry Reports

## PURPOSE

The Gift Registry Reports allows you to view either detailed or summarized information about gift registries. You can also view an analysis of percent of sales from gift registries.

## Select Point of Sale / Gift Registry / Gift Registry Reports



Filtering the Gift Registry, and Gift Registry Line tables allows you to limit which gift registries and items are included on the report.


## Detail



## Summary

| Date 6/26/2009 Time 9:40:26AM |  |  |  |  |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| FOR DEMONSTRATION PURPOSES ONLY |  |  |  |  |  |  |  |  |
| Gift Registry Summary |  |  |  |  |  |  |  |  |
| Name | Registry name | Occasion date Status | Lines | Qty regstd | Qty filled | Qty remain | Value filled | Value remain |
| Carol Dawn (1003) | Dawn / Evanston Medding | 4/24/2010 Active | 11 | 17 | 1 | 16 | 14.99 | 871.85 |
| Report totals: | Registries: 1 |  | 11 | 17 | 1 | 16 | 14.99 | 871.85 |
|  | .. End of report .- |  |  |  |  |  |  |  |

## Analysis

Date 6/26/2009 Time 9:43:27AM
FOR DEMONSTRATION PURPOSES ONLY
Gift Registry Analysis

Orderby: Category

| Category |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
|  | Gift reg pot | Other sales pot | Gift reg sales | Other sales |
| APPAREL |  |  |  |  |
| Category AP PAREL totals | 0.0\% | $100.0 \%$ | 0.00 | 738.72 |
| F000 |  |  |  |  |
| Category F00D totals | 0.0\% | 100.0\% | 0.00 | 209.53 |
| G0LF |  |  |  |  |
| Category G OLF totals | 0.0\% | 100.0\% | 0.00 | 12,383.67 |
| Report totals: | $0.0 \%$ | 100.0\% | 0.00 | 13.331 .92 |

## PURPOSE

The Holds Report lets you see either a detailed or summarized report of Hold tickets for your company. Use the Parameters tab to decide how much detail should print on the report. The report prints in order by Hold number.

## Select Point of Sale / Reports / Holds



Filtering the Document Header and Document Line tables allows you to limit which hold tickets / items appear on the report.


## Detail

## Date 6/30/2008 Time 7:35:58AM



## Summary

Cell detail: Grid view
Print notes
Orderby:Store, Station, Ticket \#, Sequence =


Report ticket totals
Total cost
Grapft
Grspft $\%$

| 21.62 | Sale subtotal |
| ---: | ---: |
| 49.45 | Misconarges |
| $69.58 \%$ | Tax |
|  | Gift certificates |
|  | Total |

71.07
0.00
6.40
0.00
77.47

## Layaway Activity *

## PURPOSE

The Layaway Activity Report lets you see a report of all activity (Entered, Released, or Posted) for layaways. The status of each document is also shown (Open, Completed, or Cancelled). Use the filter to determine which documents to include on the report. The report prints in order by Layaway number.

## Select Point of Sale / Reports / Layaway Activity



Orderby: Tkt \#, Current date time, Activity



## Layaways

## PURPOSE

The Layaways Report lets you see either a detailed or summarized report of open, completed, or cancelled layaways for your company. Use the Parameters tab to decide how much detail should print on the report. The report prints in order by Layaway number.

## Select Point of Sale / Reports / Layaways



Filtering the Layaway and Layaway Line tables allows you to limit which Layaways and items appear on the report.



## Summary



## Open Customer-specific Purchases *

## PURPOSE

The Open Customer-specific Purchases Report lets you view either a full or brief list of items from customer-specific orders that have been copied to Purchase Requests (current line status can be: Received, On purchase order, or On purchase request). The report prints in order by Order number.

## Select Point of Sale / Reports / Open Customer-specific Purchases



Filtering the Document Header, Document Line, and Item tables allows you to limit which customer-specific purchases / items appear on the report.


## Open Customer-specific Purchases *

Full

Date 6/30/2008 Time 7:42:29AM
FOR DEMON STRATION PURPO SES ONLY Open Customer-specific Purchases - Full

Order by Store, Ticket \#
Lines included: Received lines, Lines on purchase orders, Lines on purchase requests
Document Line: Line type is in (Order, Backorder, Special order)

| Order \# Order date | Location Sls rep | Customer \# Name |  |  | Total Deposits | Sale amt due |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Store - MAIM |  |  |  |  |  |  |
| $\begin{aligned} & 70002 \\ & 12 / 07 / 2005 \end{aligned}$ | $\begin{aligned} & M A I N \\ & M G R \end{aligned}$ | $\begin{aligned} & 1000 \\ & \text { Bill Baker } \end{aligned}$ |  |  | $\begin{array}{r} 81.74 \\ 0.00 \end{array}$ | 81.74 |
| $\frac{\text { ltem } \# / D}{\text { SHOES }}$ <br> Wom | soription <br> sgolf shoe Mu | Quantity $\frac{\text { Selling unit }}{\text { EACH }}$ | $\begin{array}{r} \text { Price } \\ \hline \$ 74.99 \end{array}$ | Cost $\frac{\text { Vendor } \#}{\text { FOOTJOY }}$ | $\begin{aligned} & \frac{\text { Doc \#/Date }}{\text { 100033 }} \\ & \text { Status } \\ & \text { Received } \end{aligned}$ |  |
| $\begin{aligned} & 70004 \\ & 12 / 07 / 2005 \end{aligned}$ | MAIN MGR | $\begin{aligned} & 1001 \\ & \text { John Lincoln } \end{aligned}$ |  |  | $\begin{array}{r} 411.03 \\ 0.00 \end{array}$ | 411.03 |
| $\frac{\text { Item } \# / D}{\text { TAY-FSD }}$ <br> Taylo | scription <br> ade FireSo | $\frac{\text { Quantity }}{} \frac{\text { Selling unit }}{\text { EACH }}$ | $\begin{array}{r} \text { Price } \\ \hline \$ 377.10 \end{array}$ | $\frac{\text { Cost }}{209.50} \frac{\text { Vendor } \#}{\text { TAYLORMADE }}$ | $\begin{aligned} & \frac{\text { Doc \#/Date }}{100034} \frac{\text { Status }}{\text { Received }} \\ & \text { 03/18/2006 } \end{aligned}$ |  |
| Store - MAIN |  | $\begin{aligned} & 2 \text { Document }(\mathbf{s}) \\ & 2 \text { Line }(\mathbf{s}) \end{aligned}$ |  | Total 492.77 <br> Deposits 0.00 | Sale amt due | 492.77 |
| Report totals |  | $\begin{aligned} & 2 \text { Document }(\mathbf{s}) \\ & 2 \text { Line }(\mathbf{s}) \end{aligned}$ |  | Total 492.77 <br> Deposits 0.00 | Sale amt due | 492.77 |

- End of report --


## Brief



## Order Activity *

## PURPOSE

The Order Activity Report lets you see a report of all activity (Entered, Released, or Posted) for orders, backorders, and special orders. The status of each document is also shown (Open, Completed, or Cancelled). Determine which documents to include on the report. The report prints in order by Order number.

## Select Point of Sale / Reports / Order Activity



Orderby: Tkt \#, Current date time, Activity



## Orders

## PURPOSE

The Orders Report lets you see either a detailed or summarized report of open, completed, or cancelled orders for your company. Use the Parameters tab to decide how much detail should print on the report. The report prints in order by Order number.

## Select Point of Sale / Reports / Orders



Filtering the Order and Order Line tables allows you to limit which orders and items appear on the report.


## Detail



## Summary



## Pick Orders

## PURPOSE

The Pick Orders Report allows you to preview or print a report for open orders. Use the Parameters tab to specify whether to print a specific form group or to print all forms assigned to a specified station. You can also specify whether to include line items on the report. Click the Pick Orders button to pick the selected orders.

## Select Point of Sale / Batch Processing / Pick



Filtering the Order table allows you to limit which orders are included on the report.


## Pick Orders

Date $6 / 24 / 2008$ Time $9: 11: 31$ AM
Page 1
FOR DEMON STRATION PURPO SES ONLY
Pick Orders


## Point of Sale Exceptions

## PURPOSE

The Point of Sale Exceptions Report allows you to inquire into Point of Sale exceptions, either by user or by overriding user. Select up to 12 columns to appear on the report or use one of the pre-defined common reports.
NOTE: The data used for this report comes from aggregated tables. Check the 8.4 Release Notes \System \Radiant Management Console topic for additional information about performing this task.

## Select Point of Sale / Reports / Point of Sale Exceptions



Use the Select Columns tab to select the columns to appear on the report.


Use the Exceptions tab to filter which exceptions to include on the report.


## Point of Sale Exceptions

## Exceptions by User

```
Date 6/29/2009 Time 3:14:48PM
FOR DEMONSTRATION PURPOSES ONLY
Point of Sale Exceptions by User
Exceptions between: 5/18/2009 and 6/29/2009
\begin{tabular}{|c|c|c|c|c|c|c|c|c|}
\hline \multicolumn{9}{|l|}{Order by:} \\
\hline User & Comp the void & Curr tht void & No sale & Proourd (\$) & Preourd & Tkt amount & Tkt count & Void \\
\hline \multicolumn{9}{|l|}{MAIN} \\
\hline MGR & 0 & 2 & 0 & 0 & 1 & 163 & 4 & 2 \\
\hline P0S1 & 0 & 1 & 0 & 0 & 1 & 55 & 1 & 1 \\
\hline
\end{tabular}
```

Exceptions by Overriding User


User level drill-down


## Pre-Settlement List

## PURPOSE

The Pre-Settlement List allows you to view credit card transactions waiting to be settled. Credit card transactions are settled using Point of Sale / Credit Cards / Settle.

## Select Point of Sale / Credit Cards / Pre-Settlement List



Filtering the EDC Transaction table allows you to limit which credit card transactions will appear on the list.




Report totals

| Paycode | Pay type | Sale count | Sale am ount | Credit count | Credit amount | Total count | Net amount |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| AMEX | American Express | 1 | 1.00 | 0 | 0.00 | 1 | 1.00 |
| DEBIT | Visa | 1 | 1.02 | 0 | 0.00 | 1 | 1.02 |
| DISCOVER | Discover | 1 | 1.00 | 0 | 0.00 | 1 | 1.00 |
| V/MC | MasterCard | 1 | 1.02 | 0 | 0.00 | 1 | 1.02 |
|  | Visa | 1 | 1.02 | 0 | 0.00 | 1 | 1.02 |
|  | Total | 5 | 5.06 | 0 | 0.00 | 5 | 5.06 |

[^0]
## Price Exceptions

## PURPOSE

The Price Exceptions Report allows you to review price overrides on unposted tickets before you post them. Sophisticated exception reporting allows a manager to monitor danger zones without having to pore through voluminous reports. Exception reports are also available for critical areas such as tax overrides, voids, and merchandise returns.

## Select Point of Sale / Reports / Price Exceptions



Filtering the Document Header and Document Line tables allows you to limit which tickets / items will appear on the report.


## Price Exceptions

## Price Overrides - Detail



Print price overrides
Print drawer, store and report totals

| Ticket \# Ticket date |  | User <br> Sls rep |  | Hem \# Description | Doctype Qtysld <br> Price override reason |  | Price <br> Normal price | Ext price Ext normal price | Difference Percent |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Store | MAIN |  | Drawer | 1 |  |  |  |  |  |
| 100163 |  | $z$ |  | ADM-TL9 | Ticket | 1 | 283.49 | 283.49 | -31.50 |
| $6 / 23 / 05$ |  | $z$ |  | Adams Tight Lies 9 Wood | Price cha label |  | 314.99 | 314.99 | -10.00\% |

## Prompted for Price - Detail

| Date 6/23/2005 | ( 1:28:1 |  |  |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FOR DEMONSTRATION PURPOSES ONLY |  |  |  |  |  |
|  |  | Price Exceptions Report |  |  |  |  |  |
| Store AllDrawer AllPrint prompted for pricesPrint drawer, store and report totals |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Ticket \# Ticket date | User Sls rep | Hem \# Description | Doctype Qtysld <br> Price override reason |  | Price <br> Normal price | Ext price Ext normal price | Difference Percent |
|  |  |  |  |  |  |  |  |
| Store | Drawer 1 |  |  |  |  |  |  |
| 100164 | $z$ | NOTES | Ticket | 1 | 1.00 | 1.00 | 1.00 |
| 6/23/05 | MGR | CPOnline Notes | Prompted |  | 0.00 | 0.00 | $0.00 \%$ |

## Print Orders

## PURPOSE

The Print Orders Report allows you to preview or print a report for open orders. Use the Parameters tab to specify whether to print a specific form group or to print all forms assigned to a specified station. You can also specify whether to include line items on the report. Click the Print Orders button to process the selected orders.

## Select Point of Sale / Batch Processing / Print



Filtering the Order table allows you to limit which orders are included on the report.


Print forms from Store MAIN, Station 1
Print line items on preview

| Order \# | Order date Customer \# | Name |  | Doc status | Order amt due |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Store - EAST | Station - 1 |  |  |
| 200029 | 11/28/2006 CASH | Cash Customer |  | Open | 1,959.95 |
| Item $=$ | Description | Line type | Qty sld Selling unit | Price | Ext pro |
| ADM-TL2 | Adams Tight Lies 2 Wood | Order | 1 EACH | 349.99 | 349.99 |
| ADM-TL5 | Adams Tight Lies 5 W ood | Order | 4 EACH | 349.99 | 1,399.96 |
| 200030 | 11/28/2006 CASH2 | Cash Customer | - | Open | 1,122.62 |
| Item $=$ | Description | Line type | Qty sid Selling unit | Price | Ext pro |
| ADM-TL2 | Adams Tight Lies 2 Wood | Order | $2 \overline{\mathrm{EACH}}$ | 349.99 | 699.98 |
| CAL-GBB | Callaw ay Great Big Bertha | Order | 1 EACH | 399.00 | 399.00 |
| 200035 | 2/14/2008 200004 | John Jones |  | Open | 240.36 |
| Item ${ }^{\text {\% }}$ | Description | Line type | Qty sid Selling unit | Price | Ext pro |
| ADM-VMI-P | Adams VMI Putter | Order | $1 \overline{\mathrm{EACH}}$ | 89.99 | 89.99 |
| DUN-TI | Dunlop Titanium Balls | Order | 1 DOZ | 26.09 | 26.09 |
| BAG-PRT | Probagwith tubes | Order | 1 EACH | 89.99 | 89.99 |
| APL-HAT | Golf hat with logo-1 size | Order | 1 EACH | 9.99 | 9.99 |
|  |  | Store - MAIN | Station - 1 |  |  |
| 70036 | 10/22/2007 CASH | Cash Customer |  | Open | 285.78 |
| Item \# | Description | Line type | Qty sid Selling unit | Price | Ext pro |
| DUN-DIS | Dunlop Distance Balls | Order | 12 SLV | 9.00 | 108.00 |
| GLOVE | Deluxe Golf Glove | Order | 1 EACH | 11.99 | 11.99 |
| APL-UMB | Golfumbrella | Fully shipped | 0 EACH | 14.99 | 0.00 |
| BAG-PRD | Probagwith dividers | Order | 1 EACH | 89.99 | 89.99 |
| BAG-ST | Deluxe bag with stand | Order | 1 EACH | 79.99 | 79.99 |
| 70037 | 10/22/2007 CASH | Cash Customer |  | Open | 440.80 |
| Item $=$ | Description | Line type | Qty sid Selling unit | Price | Ext pro |
| APL-HAT | Golf hat with logo - 1 size | Order | 40 EACH | 9.99 | 399.60 |
| APL-HAT | Golf hat with logo-1 size | Backorder | 10 EACH | 9.99 | 99.90 |
| 70039 | 11/11/2007 CASH | Cash Customer |  | Open | 100.12 |
| Item $=$ | Description | Line type | Qty sid Selling unit | Price | Ext pro |
| ADM-VMI-P | Adams VMI Putter | Order | 1 EACH | 99.99 | 99.99 |
| 70040 | 11/11/2007 200006 | Carol Gray |  | Open | 49.49 |
| Item $=$ | Description | Line type | Qty sid Selling unit | Price | Ext pro |
| MAX-TP | Maxfli Tour Patriot Balls | Order | $3 \overline{\mathrm{DOZ}}$ | 26.09 | 78.27 |
| APL-HAT | Golf hat with logo-1 size | Order | 1 EACH | 9.99 | 9.99 |
| 70041 | 11/11/2007 200008 | Robert Johnson |  | Open | 163.26 |
| Item $=$ | Description | Line type | Qty sid Selling unit | Price | Ext pro |
| TAY-FSR | TaylorMade FireSole Rescue | Order | 1 EACH | 107.10 | 107.10 |
| DUN-TI | Dunlop Titanium Balls | Order | 1 DOZ | 26.09 | 26.09 |
| GLOVE | Deluxe Golf Glove | Order | 1 EACH | 10.79 | 10.79 |
| APL-UMB | Golf umbrella | Backorder | 1 EACH | 13.49 | 13.49 |
| 70042 | 3/18/2008 CASH | Cash Customer |  | Open | 777.76 |
| Item $=$ | Description | Line type | Qty sid Selling unit | Price | Ext pro |
| TAY-FSI | TaylorMade FireSole Irons | Order | 1 EACH | 789.00 | 789.00 |
| 70044 | 3/18/2008 200008 | Robert Johnson |  | Open | 20.04 |
| Item $=$ | Description | Line type | Qty sid Selling unit | Price | Ext pro |

## Quotes

## PURPOSE

The Quotes Report lets you see either a detailed or summarized report of Quote tickets for your company. Use the Parameters tab to decide how much detail should print on the report. The report prints in order by Quote number.

## Select Point of Sale / Reports / Quotes



Filtering the Document Header and Document Line tables allows you to limit which quote tickets / items appear on the report.


## Detail



## Summary



## Release Orders

## PURPOSE

The Release Orders Report allows you to preview or print a report of fully paid orders or orders with a specified final payment. Use the Parameters tab to specify where released orders should be created and whether to print a specific form group or to print all forms assigned to a specified station. You can also specify whether to include line items on the report. Click the Release Orders button to process the selected orders. The Review Report options allow you to view the detail for failed and successful releases.

## Select Point of Sale / Batch Processing / Release



Filtering the Order and Document Status tables allows you to limit which orders are included on the report.


## Release Orders

Date $7 / 11 / 2008$ Time 7:11:39AM Page 1
FOR DEMON STRATION PURPO SES ONLY
Release Orders - Preview

Create release tickets in Store MAIN, Station 1. Drawer 1
Crate release tickets in Store MAIN, S ation
Print line items on preview
Document Header: Is picked equals No

| Order \# | Order date | Customer \# | Name |  | Doc status | Order amt due | Amount to authorize |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Store - MAIN Station - 1 |  |  |  |  |  |  |  |
| 70005 | 7/11/2008 | CASH | Cash Customer |  | Open | 0.00 |  |
| Item $\#$ | Description |  | Line type | Qty sld Selling unit | Prioe | Ext pro |  |
| ADM-TL3 | Adams Tight | 3 Wood | Order | 1 EACH | 349.99 | 349.99 |  |

1 Orders in this report
Orders with zero amt due
0 Orders with amt to authorize

## Reprint Tickets

PURPOSE
Reprint Tickets allows you to print a duplicate copy of a posted ticket.

## Select Point of Sale / Reports / Reprint Tickets

- At Report, select the type of ticket to print:
- Pay In / Pay Out - Invoice (Letter size)
- Pay on Account - Layaway (Letter size)
- Receipt - Layaways
- Receipt - Orders
- Receipt - Tickets
- Receipt - Voids
- Sales Draft
- Sales Draft (Signature capture)
- Receipt - Tickets TM-T88
- Receipt - Layaways TM-T88
- Receipt - Orders TM-T88
- Receipt - Voids TM-T88
- Pay In/Out TM-T88
- Pay on Account TM-T88
- Sales Draft TM-T88
- Sales Draft (Signature Capture) TM-T88

Depending on the type of ticket selected, you can filter on the related tables to limit which tickets will be reprinted.



## Reprint Tickets

## Receipt - Tickets



## X-Tape

## PURPOSE

The X-Tape Report can be generated for each drawer session at each store and run at any time. The report's parameters are user-specified and provide end-of-day balancing, summary sales and loyalty point reporting, and sales and profitability analysis by department, user, and salesperson. The report provides Drawer Detail and Store Summary information.

## Select Point of Sale / Reports / X-Tape



## Drawer Detail



Store Summary


## Closed Layaway Journal

## PURPOSE

The Closed Layaway Journal allows you to retrieve information about "Closed" layaways. Layaways remain open until completed layaways are posted using Point of Sale / Tickets / Post. Supply the event number that moved the layaway to Layaway History. The report prints in order by Layaway number.

## Select Point of Sale / Reports / Journals / Closed Layaway Journal



## Journal - Detail



## Journal - Summary


## Closed Order Journal

## PURPOSE

The Closed Order Journal allows you to retrieve information about "Closed" orders. Orders remain open until completed orders are posted using Point of Sale /
Tickets / Post. Supply the event number that moved the order to Order History. The report prints in order by Order number.

## Select Point of Sale / Reports / Journals / Closed Order Journal



## Journal - Detail



## Journal - Summary



## Drawer Summary

## PURPOSE

The Drawer Summary Journal allows you to reconcile payment entries with the actual tender removed from the drawer at closing. This report produces a summary of sale, payment, tax, and tender information for tickets that have already been posted.

## Select Point of Sale / Reports / Journals / Drawer Summary



## Journal

| FOR DEMON STRATION PURPO SES ONLY <br> Drawer Summary Journal |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  | Exchange Rates: |  |  |
|  |  |  |  |  |  | Euro |  | 0.8393 |
|  |  |  |  |  |  | Home ourre | US Dollars) | 1.0000 |
|  | $\begin{aligned} & 700403 \\ & \text { MAIN } \end{aligned}$ |  | ${ }_{5}^{5}$ Updates requested |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | 11.07 |  | Use ticket date for posting date |  |  |  |  |  |
|  | 4/3/07 |  |  |  |  |  |  |  |
|  |  |  | Message: Event \#: 700403,5 tickets, 0 orders, 0 layaways, 0 voids. |  |  |  |  |  |
| Merchandise |  | Non-Merchandise |  | Tender |  |  |  |  |
| Type | Amount | Type | Amount | Description | Begin amt | Trxamt | Removed | Over/Short |
| Sales | 603.38 | Gift cert | 0.00 | A/R Charge | 0.00 | 573.21 | -Not counted* |  |
| Returns | -26.09 | Stored val oards | 0.00 | American Express | 0.00 | 0.00 | - Not counted |  |
|  |  | Misco charges | 0.00 | Cash | 0.00 | 3.04 | - Not counted |  |
|  |  | Tax | 65.24 | Personal Check | 0.00 | 86.28 | - Not counted |  |
|  |  |  |  | Discover | 0.00 | 0.00 | - Not counted |  |
|  |  |  |  | EBT | 0.00 | 0.00 | - Not counted |  |
|  |  |  |  | Euro Dollar | 0.00 | 0.00 | - Not counted |  |
|  |  |  |  | Gift Certificate Rede | 0.00 | 0.00 | - Not counted. |  |
|  |  |  |  | Loyalty Points | 0.00 | 0.00 | - Not counted. |  |
|  |  |  |  | Loyalty Points | 0.00 | 0.00 | - Not counted. |  |
|  |  |  |  | MasterCard | 0.00 | 0.00 | - Not counted* |  |
|  |  |  |  | Store Credit | 0.00 | 0.00 | - Not counted* |  |
|  |  |  |  | Stored Value Card | 0.00 | 0.00 | - Not counted. |  |
|  |  |  |  | Visa | 0.00 | 0.00 | - Not counted* |  |
| Net Sales | 577.29 | Total | 65.24 |  | 0.00 | 642.53 | - Not counted* |  |

## Settlement

## PURPOSE

The Settlement Journal allows you to view a report of settled credit card transactions. Supply the event number for a specific settlement transaction.

## Select Point of Sale / Reports / Journals / Settlement



## Journal



## Ticket Journal

## PURPOSE

The Ticket Journal allows you to retrieve posted ticket information for a specific posting event. The report prints in order by ticket number.

## Select Point of Sale / Reports / Journals / Ticket Journal



## Journal - Detail



## Journal - Summary

| $\begin{array}{ll} \text { Event I: } \quad 700403 \\ \text { Post date: } & 04 / 03 / 2007 \end{array}$ |  |  | ested <br> for posting date <br> nt \#: 700403, 5 tic | fokets, 0 orders, | yaways, 0 void |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| The letterimmediately following the item description is line type $(U)=$ Unshipped or $(F)=$ Fully shipped order or layaway line. Orderby. Store, Station, Event \#, Ticket\#, Sequence \# |  |  |  |  |  |  |  |
| Ticket \# <br> Document type <br> Post date Ticket date <br> SIs rep <br> Ticket type | Store <br> Station <br> User <br> Cust PO\# | Customer \# Name Orig ord \# Orig lwy \# Profit center | 「otal amt recud Total change Net amt recvd | Dep received Dep refunded Dep forfeit Dep applied | Total cost Gross profit GP \% | Sale subtotal Misc charges Tax Gift certificates Total | Tax override reas |
| Store - MAIN Station -1 |  |  |  |  |  |  |  |
| 100422 | MAIN | 100002 | 436.73 | 0.00 |  | 392.18 |  |
| Ticket | 1 | Scott Thomas | 0.00 | 0.00 |  | 0.00 |  |
| 4/3/07 4/3/07 |  |  | 436.73 | 0.00 |  | 44.55 |  |
| $\begin{aligned} & \text { MGR } \\ & \text { Sale ticket } \end{aligned}$ | POS1 |  |  | 0.00 |  | $\begin{array}{r} 0.00 \\ 436.73 \end{array}$ |  |
| 100423 | MAIN | CASH | 5.00 | 0.00 |  | 2.85 |  |
| Ticket | 1 | Cash Customer | 1.96 | 0.00 |  | 0.00 |  |
| 4/4/07 4/4/07 |  |  | 3.04 | 0.00 |  | 0.19 |  |
| MGR | MGR |  |  | 0.00 |  | 0.00 |  |
| Sale ticket |  |  |  |  |  | 3.04 |  |
| 100424 | MAIN | 1001 | 165.51 | 0.00 |  | 148.77 |  |
| Ticket | 1 | John Lincoin | 0.00 | 0.00 |  | 0.00 |  |
| 4/4/07 4/4/07 |  |  | 185.51 | $0.00$ |  | 16.74 |  |
| MGR | MGR |  |  | $0.00$ |  | 0.00 |  |
| Sale ticket |  |  |  |  |  | 165.51 |  |
| Loyalty Program - Golf Rewards |  |  |  |  |  |  |  |
| Points earned |  |  | 74 |  |  |  |  |

## Z-Tape

## PURPOSE

The Z-Tape Journal can be generated for each drawer after posting. The report's parameters are user-specified and provide end-of-day balancing, summary sales reporting, and sales and profitability analysis by department, user, and salesperson. Additional analysis is available by tax code, sales rep, store, station, user, loyalty points, and payment type.

## Select Point of Sale / Reports / Journals / Z-Tape



## Journal - Detail



| MEMPHIS |  |  | 7.98 |
| :---: | :---: | :---: | :---: |
| SHELBY |  |  | 8.97 |
| TN |  |  | 27.72 |
| Tax total |  |  | 44.67 |
| Sales by Category |  |  |  |
| Cat / sub-cat |  | sold | le amt |
| APPAREL | MENS | 1 | 9.99 |
| APPAREL | totals | 1 | 9.99 |
| $F \begin{aligned} & F O O D \\ & F O O D \end{aligned}$ | DRINKS | 1 | 1.25 |
|  | SNACKS | 5.06 | 8.34 |
| FOOD | totals | 6.06 | 9.59 |
| GOLF | BALLS | 1 | 26.09 |
| GOLF | CLuBs | 1 | 314.99 |
| GOLF | FEES | 1 | 32.40 |
| GOLF | MISC | 2 | 5.40 |
| GOLF | totals | 5 | 378.88 |
| Sales by User |  |  |  |
| Name |  | \# tickets | es amt |
| Manager |  | 5 | 398.46 |

## Closed Layaway History

## PURPOSE

The Closed Layaway History allows you to retrieve information about "Closed" layaways from the Layaway History tables. Layaways remain open until completed layaways are posted using Point of Sale / Tickets / Post. The report prints in order by Layaway number.

## Select Point of Sale / Reports / History / Closed Layaway History



History - Detail


History - Summary


Tender and deposit totals:

| Lwy total amt reovd | 40.00 |
| ---: | ---: |
| Lwy amt expended | -40.00 |
| Lwy net amt reovd | 0.00 |
| Lwy amt due | 0.00 |
| Deposit refund | 0.00 |
| Deposit applied | -40.00 |
| Deposit forfeit | 0.00 |

## Closed Orders History

## PURPOSE

The Closed Orders History allows you to retrieve information about "Closed" orders. Orders remain open until completed orders are posted using Point of Sale / Tickets / Post. The report prints in order by Order number.

## Select Point of Sale / Reports / History / Closed Orders History



History - Detail


## History - Summary

| Date 5/29/2007 Time 7:43:42AM |  |  |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| FOR DEMON STRATION PURPOSES ONLY |  |  |  |  |  |  |
| Closed (Completed and Cancelled) Order History - Summary |  |  |  |  |  |  |
| Order by: Store, Station, Order \#, Sequence \# |  |  |  |  |  |  |
| Order\# Post date Docstatus Ticket date Sls rep | Store <br> Station <br> Event \# <br> User | Customer \# Name Profit center Cust PO\# | Order total amt recud Order amt expended Order net amt recvd Order amt due | Deposit refund Deposit applied Deposit forfeit | Order cost Gross profit GP \% | Ord subtotal Ord misc charges Order tax Order total |
| Store - EAST Station - 1 |  |  |  |  |  |  |
| 200000 | EAST | 200003 | 0.00 | 0.00 |  | 0.00 |
| 11/17/06 Completed |  | Bill McMaster | 0.00 | 0.00 |  | 0.00 |
| $11 / 17 / 06$ | $\begin{aligned} & 700253 \\ & \text { MGR2 } \end{aligned}$ |  | 0.00 0.00 |  |  | 0.00 0.00 |
| 200002 | EAST | 200005 | 0.00 | 0.00 |  | 0.00 |
| 11/17/06 Completed | 1 | Brian Sheridan | 0.00 | 0.00 |  | 0.00 |
| $11 / 17 / 06$ <br> MGR | 700391 <br> MGR2 |  | 0.00 0.00 | 0.00 |  | 0.00 0.00 |
| 200004 | EAST | 1000 | 20.00 | 0.00 |  | 0.00 |
| 11/17/06 Completed | 1 | Bill Baker | -20.00 | -20.00 |  | 0.00 |
| $11 / 17 / 06$ <br> MGR | $\begin{aligned} & 700264 \\ & M G R 2 \end{aligned}$ |  | 0.00 0.00 | 0.00 |  | 0.00 0.00 |
| 200006 | EAST | 1003 | 20.00 | 0.00 |  | 0.00 |

## Drawer Summary History

## PURPOSE

The Drawer Summary History allows you to reconcile payment entries with the actual tender removed from the drawer at closing. This report produces a summary of sale, payment, tax, and tender information for tickets that have already been posted.

## Select Point of Sale / Reports / History / Drawer History



## History

> FOR DEMON STRATION PURPOSES ONLY
> Drawer Summary History

Print drawer session, drawer, store, report totals

| Store | EAST | Drawer | 1 Drawer session |  |  | 1 |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Event \# | 200001 | Post date 3 |  | 3/9/05 |  |  |  |  |
| Merchandise |  | Non-Merch andise |  | Tender |  |  |  |  |
| Type | Amount | Type | Amount | Description | Begin amt | Trxamt | Removed | Over/Short |
| Sales | 0.00 | Gift cert | 0.00 | A/R Charge | 0.00 | 0.00 | 0.00 | 0.00 |
| Returns | 0.00 | Stored val cards | 0.00 | American Express | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  | Misc charges | 0.00 | Cash | 0.00 | 81.21 | 0.00 | -81.21 |
|  |  | Tax | 0.00 | Personal Check | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  | Cash drop | 0.00 | Discover | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  | Cash loan | 0.00 | Gift Certificate Rede | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  |  |  | MasterCard | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  |  |  | Store Credit | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  |  |  | Visa | 0.00 | 0.00 | 0.00 | 0.00 |
| Net Sales | 0.00 | Total | 0.00 |  | 0.00 | 81.21 | 0.00 | -81.21 |


| Event \# | 200006 | Post date 3 |  | 3/9/05 |  |  | Removed | Over/Short |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Merchandise |  | Non-Merchandise |  | Description | Tender |  |  |  |
| Type | Amount | Type | Amount |  | Begin amt | Trxamt |  |  |
| Sales | 0.00 | Gift cert | 0.00 | A/R Charge | 0.00 | 0.00 | 0.00 | 0.00 |
| Returns | 0.00 | Stored val cards | 0.00 | American Express | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  | Misc charges | 0.00 | Cash | 0.00 | 61.79 | 0.00 | -61.79 |
|  |  | Tax | 0.00 | Personal Check | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  | Cash drop | 0.00 | Discover | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  | Cash loan | 0.00 | Gift Certificate Rede | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  |  |  | MasterCard | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  |  |  | Store Credit | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  |  |  | Visa | 0.00 | 0.00 | 0.00 | 0.00 |
| Net Sales | 0.00 | Total | 0.00 |  | 0.00 | 61.79 | 0.00 | -61.79 |

Store EAST Drawer 1 Drawer session 1 totals:

| Merchandise | Amount | Non-Merchandise |  | Tender |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Type | Amount | Description | Begin amt | Trxamt | Removed | Over/Short |
| Sales | 0.00 | Gift cert | 0.00 | A/R Charge | 0.00 | 0.00 | 0.00 | 0.00 |
| Returns | 0.00 | Stored val cards | 0.00 | American Express | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  | Misc charges | 0.00 | Cash | 0.00 | 143.00 | 0.00 | -143.00 |
|  |  | Tax | 0.00 | Personal Check | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  | Cash drop | 0.00 | Discover | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  | Cash loan | 0.00 | Gift Certificate Rede | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  |  |  | MasterCard | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  |  |  | Store Credit | 0.00 | 0.00 | 0.00 | 0.00 |
|  |  |  |  | Visa | 0.00 | 0.00 | 0.00 | 0.00 |
| Net Sales | 0.00 | Total | 0.00 |  | 0.00 | 143.00 | 0.00 | -143.00 |

## Settlement History

## PURPOSE

The Settlement History allows you to retrieve settled credit card transaction information.

## Select Point of Sale / Reports / History / Settlement History



History


## Ticket History

## PURPOSE

The Ticket History allows you to retrieve posted ticket information. The report prints in order by ticket number.

## Select Point of Sale / Reports / History / Ticket History



History - Detail


History - Summary


## Z-Tape History

## PURPOSE

The Z-Tape History can be generated for each drawer after posting. The report's parameters are user-specified and provide end-of-day balancing, summary sales reporting, and sales and profitability analysis by department, user, and salesperson. Additional analysis is available for several factors including: tax code, user, sales rep, loyalty points, and more.

## Select Point of Sale / Reports / History / Z-Tape History



## Z-Tape History

History - Detail


## SECTION 2: INVENTORY REPORTS

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Quick Transfers History * ..... 104
Reconcile History * ..... 106
Transfer In History * ..... 108
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## Assign Mix-and-Match Codes

## PURPOSE

The Assign Mix-and-Match Codes Report lets you see a list of items that you can assign or remove a Mix-and-Match code from, for the purpose of Mix-and-Match pricing. You can also automatically update items with the Mix-and-Match code from the report.

## Select Inventory / Utilities / Assign Mix-and-Match Codes



## Assign Mix-and-Match Codes



## Bill of Material Definitions *

## PURPOSE

The Bill of Material Definitions Report lets you see information about the "parts list" of components needed to produce a sellable item. Use the Parameters tab to specify whether to view the parent item's comment field or whether to print the component allow change settings.

## Select Inventory / Reports / Bill of Material Definitions



Filtering on the Bill of Material and Item tables allows you to limit which items appear on the report.


## Bill of Material Definitions *



Date 6/24/2008 Time 12:24:13PM
Page 1
FOR DEMON STRATION PURPO SES ONLY
Bill of Material Definitions

Print parent comment.
Print com ponent allow change settings
" by total component quantity indicates that it was rounded up to complywith the maximum quantitydecimala setting for this group of component items. Order By: Item =

| Parent item \# | Description | Tracking method/Cell | Category | Subcat |
| :---: | :---: | :---: | :---: | :---: |
| GOLFBASKET | Golf Basket | Normal | GOLF | MISC |
| Componentitem \# <br> APL-HAT <br> Item change subst items: N | Description <br> Golf hat with logo-1 size <br> Item ohange filter: N | Tracking method/Cell <br> Normal <br> Qty change: N | $\frac{\text { Quantity }}{1.0000} \frac{\text { Unit }}{\mathrm{EACH}}$ | Vendor \# |
| DUN-DDH <br> Item change subst items: N | Dunlop DDH 110 Balls Item change filter: $Y$ | Normal <br> Qty change: N | 1.0000 EACH | PINNACLE |
| SHIRT <br> Item change subst items: $N$ | Men's Polo 100\% cotton Item change filter: N | Cell: (Not specified) <br> Qty change: $N$ Cell change: $Y$ | 1.0000 EACH | IZOD |
| TEES <br> Item change subst items: $N$ | Bag of Tees <br> Item change filter: N | Normal <br> Qty change: $N$ | 1.0000 EACH |  |
| SHORTS <br> Item change subst items: $N$ | Shorts - Men's Twill Pleated Item change filter: N | Cell: (Not specified) <br> Qty change: $N$ Cell change: $Y$ | 1.0000 EACH | IZOD |

GOLFBASKET totals: 5 component line(s) 5.0000

Report totals:
1 definition(s) printed

## Committed Inventory

## PURPOSE

The Committed Inventory Report lets you see either a detailed or summarized report of all unfinished transactions that affect the committed quantity for each item for your company. Items can be committed to an unposted receiving, unposted ticket, transfers, etc.

## Select Inventory / Reports / Committed Inventory

| Committed Inventory |  |  |  |  |  | - $\square$ 미 $x$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Order by Item \#, Location, Trx type, Tix date |  |  |  |  |  |  |
| Parameters $\square$ Inventory Inventory Committed Show cell detail |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

Filtering on the Inventory Committed table allows you to limit which items appear on the report.


Detail


## Summary



## Component Usage History *

## PURPOSE

The Component Usage History Report lets you see a list of items and the detail of how/where they were used in actual assembly of a finished good. Components are listed in item number order.

## Select Inventory / Reports / Component Usage History



FOR DEMONSTRATION PURPOSES ONLY
Quick Assemblies Component Usage History

| Component item \# | Description | Vendor \# | Category | Subcat |
| :---: | :---: | :---: | :---: | :---: |
| APL-HAT | Goli hat with logo - 1 size |  | APPAREL | MENS |
| Parent item ${ }^{\text {\% }}$ | Desoription | Parent quantity Unit | Event \# | Batid |
| Location Trxdate | Cell/ Serial | Comp total aty Unit | Document \# |  |
| GOLFBASKET  <br> MAIN  <br> $06 / 24 / 2008$  | Golf Basket | $\begin{aligned} & 3.0000 \mathrm{EACH} \\ & 3.0000 \mathrm{EACH} \end{aligned}$ | 700194 | MGR |


| APL-HAT totals: | Total parent qty: | 3.0000 |
| :--- | :--- | :--- |
| 1 parent line(s) | Total comp qty: | 3.0000 |


| DUN-DDH |  | Dunlop DDH 110 Balls |  | PINNACLE | GOLF | BALLS |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Parent item ${ }^{\text {\% }}$ |  | Desoription | Parent quantity |  | Event \# | BatID |
| Location | Trudate | Cell/ Serial $=$ | Comp total qty | Unit | Document $=$ |  |
| GOLFBASKE |  | Golf Basket | 3.0000 | EACH | 700194 | MGR |
| MAIN | 06/24/2008 |  | 3.0000 | DOZ |  |  |


| DUN-DDH totals: | Total parent qty: | 3.0000 |
| :--- | :--- | :--- |
| 1 parent line(s) | Total comp qty: | 3.0000 |


| SHIRT |  | Men's Polo 100\% cotton Cell: Blue/Small |  | IZOD | APPAREL | MENS |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Parent item \# |  | Description | Parent quantity |  | Event \# | Batid |
| Location | Tridate | Cell/Serial $=$ | Comp total qty | Unit | Document \# |  |
| GOLFBASKET |  | Golf Basket | 3.0000 | EACH | 700194 | MGR |
| MAIN | 06/24/2008 |  | 3.0000 | EACH |  |  |


| SHIRT totals: <br> 1 parent line(s) |  | Total parent qty: <br> Total comp qty: | $\begin{aligned} & 3.0000 \\ & 3.0000 \end{aligned}$ |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| SHORTS | Shorts - Men's Twill Plasted Cell: Black/30 |  | IZOD | APPAREL | MENS |
| Parent item \# <br> Location Trxdate | Description Cell/Serial \# |  | Parent quantity Unit Comp total qty Unit | Event \# <br> Document \# | Batid |
| $\begin{aligned} & \hline \text { GOLFBASKET } \\ & \text { MAIN } \quad 06 / 24 / 2008 \end{aligned}$ | Golf Basket |  | $\begin{aligned} & 3.0000 \mathrm{EACH} \\ & 3.0000 \mathrm{EACH} \end{aligned}$ | 700194 | MGR |
| SHORTS totals: <br> 1 parent line( $(\mathbf{s})$ |  | Total parent qty: <br> Total comp qty: | $\begin{aligned} & 3.0000 \\ & 3.0000 \end{aligned}$ |  |  |
| TEES | Bag oftees |  |  | GOLF | MISC |
| Parent item \# <br> Location Trxdate | Description Cell/Serial = |  | Parent quantity Unit Comp total qty Unit | Event \# <br> Document \# | Batid |
| $\begin{aligned} & \text { GOLFBASKET } \\ & \text { MAIN } \quad 06 / 24 / 2008 \end{aligned}$ | Golf Basket |  | $\begin{aligned} & 3.0000 \mathrm{EACH} \\ & 3.0000 \mathrm{EACH} \end{aligned}$ | 700194 | MGR |
| TEES totals: <br> 1 parent line(s) |  | Total parent qty: <br> Total comp qty: | $\begin{aligned} & 3.0000 \\ & 3.0000 \end{aligned}$ |  |  |

Report totals:
5 component items
-. End of report -.

## Consolidated Grid

## PURPOSE

The Consolidated Grid Report lets you quickly summarize inventory and sales history information for gridded items by cell dimension.

## Select Inventory / Reports / Consolidated Grid



Filtering on the Item table allows you to limit which items appear on the report.


## Consolidated Grid

Consolidated Grid (Category / Subcategory)


## Create Inventory *

## PURPOSE

The Create Inventory Report lets you quickly build inventory records for one or more locations. Either generate inventory records from existing item records or copy inventory records that have been created for another location. If you choose to copy from another location, you can also copy the bin location and min/max stocking levels to the new inventory records.

## Select Inventory / Utilities / Create Inventory



Filtering on the Item table allows you to limit which items appear on the report.


## (* Enterprise Edition Only)

| Date 9/7/2006 Time 3:53:43PM |  |  |  |  |  | Page 1 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| FOR DEMONSTRATION PURPOSES ONLY |  |  |  |  |  |  |  |
| Create Inventory - Preview |  |  |  |  |  |  |  |
| Creation method: Copy from another location |  |  |  |  |  |  |  |
| Copy from: MAIN |  |  |  |  |  |  |  |
| Copybin location |  |  |  |  |  |  |  |
| Copy min/max stocking le vels |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Item \# Description | Create for Location | Bin-1 | Bin-2 | Bin-3 | Bin-4 | Min qty | Max qty |
| 18HOLES | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |
| Green tee - 18 holes |  |  |  |  |  |  |  |
| 9HOLES | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |
| Greens fees - 9 holes |  |  |  |  |  |  |  |
| ADM-SCD | SOUTH | NULL | NULL | NULL | NULL | 3 | 12 |
| Adams SC Driver, RH |  |  |  |  |  |  |  |
| ADM-TL2 | SOUTH | NULL | NULL | NULL | NULL | 3 | 12 |
| Adams Tight Lies 2 Whood |  |  |  |  |  |  |  |
| ADM-TL3 | SOUTH | NULL | NULL | NULL | NULL | 3 | 12 |
| Adams Tight Lies 3 Wrood |  |  |  |  |  |  |  |
| ADM-TL5 | SOUTH | NULL | NULL | NULL | NULL | 3 | 12 |
| Adams Tight Lies 5 Whood |  |  |  |  |  |  |  |
| ADM-TL7 | SOUTH | NULL | NULL | NULL | NULL | 3 | 12 |
| Adams Tight Lies 7 Wood |  |  |  |  |  |  |  |
| ADM-T L9 | SOUTH | NULL | NULL | NULL | NULL | 3 | 12 |
| Adams Tight Lies 9 Whood |  |  |  |  |  |  |  |
| ADM-MMI | SOUTH | NULL | NULL | NULL | NULL | 3 | 12 |
| Adams MMI Irons, Set |  |  |  |  |  |  |  |
| ADM-VMI-P | SOUTH | NULL | NULL | NULL | NULL | 3 | 12 |
| Adams VMI Putter |  |  |  |  |  |  |  |
| APL-HAT | SOUTH | NULL | NULL | NULL | NULL | 10 | 50 |
| Golf hat with logo - 1 size |  |  |  |  |  |  |  |
| APL-UMB | SOUTH | NULL | NULL | NULL | NULL | 25 | 50 |
| Golfumbrella |  |  |  |  |  |  |  |
| BAG-PRD | SOUTH | NULL | NULL | NULL | NULL | 10 | 25 |
| Probagwith dividers |  |  |  |  |  |  |  |
| BAG-PRT | SOUTH | NULL | NULL | NULL | NULL | 10 | 25 |
| Pro bagwith tubes |  |  |  |  |  |  |  |
| BAG-ST | SOUTH | NULL | NULL | NULL | NULL | 20 | 30 |
| Deluxe bag with stand |  |  |  |  |  |  |  |
| BAG-TRV | SOUTH | NULL | NULL | NULL | NULL | 20 | 30 |
| Golfbag travel case |  |  |  |  |  |  |  |
| BALL-RET | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |
| Ball Retum - Battery powered |  |  |  |  |  |  |  |
| BALL-RET-PRO | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |
| Ball Retum - PRO |  |  |  |  |  |  |  |
| BEER | SOUTH | NULL | NULL | NULL | NULL | 100 | 200 |
| Beer |  |  |  |  |  |  |  |
| BIG BURGER | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |
| Deluxe Hamburger |  |  |  |  |  |  |  |
| BURGER | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |
| Hamburger |  |  |  |  |  |  |  |
| CAKE | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |
| Cake slice |  |  |  |  |  |  |  |
| CAL-BB | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |
| Callaway Big Bertha Driver |  |  |  |  |  |  |  |
| CAL-BBE | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |
| Callaw ay Biggest Big Bertha |  |  |  |  |  |  |  |
| CAL-G日B | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |
| Callaw ay Great Big Bertha |  |  |  |  |  |  |  |
| CAL-TII | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |
| Callaw ay Titanium Irons, Set |  |  |  |  |  |  |  |
| CAL-TUI <br> Callaw ay Tungsten Irons, Set | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |
| CAL-X12 | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |
| Callaw ay $X$ - 12 Irons, Set |  |  |  |  |  |  |  |
| CANDY | SOUTH | NULL | NULL | NULL | NULL | 0 | 0 |

## Customer Price List

## PURPOSE

The Customer Price List lets you see the selling prices for a specific customer for all items, items from one vendor, or items in a specific category, that are stocked at one particular store. Cell level detail is optional.

## Select Inventory / Reports / Customer Price List



Filtering on the Item and Price Group tables allows you to limit which items and price groups appear on the list.


## Customer Price List with Cell Detail（Ordered by Item number）

| Date 11／27／2006 | Time 7：22：09PM |  |  |  |  |  |  | Page 1 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FOR DEMONSTRATION PURPOSES ONLY Customer Price List with Cell Detail |  |  |  |  |  |  |  |
| Store ID ：MAIN |  |  |  |  |  |  |  |  |  |
| As of：11／27／2006 Beginning of day |  |  |  |  |  |  |  |  |  |
| Print units ：Preferred |  |  |  |  |  |  |  |  |  |
| Discount amount is based on Price－1 |  |  |  |  |  |  |  |  |  |
| Cell detail：List view |  |  |  |  |  |  |  |  |  |
| Group by price rule |  |  |  |  |  |  |  |  |  |
| Order by：Item number |  |  |  |  |  |  |  |  |  |
| Price group type | Price group code Descript | Description |  | Begin | End |  |  |  |  |
| Item \＃ | Description | Categ／Subcat | Vendor\＃ | Unit | Regular price | Unit retail | Price－1 | Selling price | ount |
| None |  |  |  | None | None |  |  |  |  |
| 100004 | ＜Enter item description here．＞／ |  |  | EACH | 0.00 | 0.00 | 0.00 | 0.00 |  |
| BEER | Beer | F00D／DRINKS |  | EACH | 2.00 | 2.00 | 2.00 | 2.00 |  |
| BIG BURGER | Deluxe Hamburger | FOOD／SNACKS |  | EACH | 2.25 | 2.25 | 2.25 | 2.25 |  |
| BURGER | Hamburger | FOOD／SNACKS |  | EACH | 1.50 | 1.50 | 1.50 | 1.50 |  |
| CAKE | Cake slice | FOOD／SNACKS |  | EACH | 1.25 | 1.25 | 1.25 | 1.25 |  |
| CANDY | Candy | FOOD／SNACKS |  | EACH | 1.00 | 1.00 | 1.00 | 1.00 |  |
| CHEESE日URGER | Cheeseburger | FOOD／SNACKS |  | EACH | 1.75 | 1.75 | 1.75 | 1.75 |  |
| COFFEE | Coffee | F00D／DRINKS |  | EACH | 0.75 | 0.75 | 0.75 | 0.75 |  |
| COKE | Coke | F00D／DRINKS |  | EACH | 1.25 | 1.25 | 1.25 | 1.25 |  |
| CUPCAKE | Cupoake | FOOD／SNACKS |  | EACH | 0.75 | 0.75 | 0.75 | 0.75 |  |
| HOTDOG | Hot dog | FOOD／SNACKS |  | EACH | 1.50 | 1.50 | 1.50 | 1.50 |  |
| ICECREAM | lce cream | FOOD／SNACKS |  | EACH | 1.00 | 1.00 | 1.00 | 1.00 |  |
| PEPSI | Pepsi | FOOD／DRINKS |  | EACH | 1.25 | 1.25 | 1.25 | 1.25 |  |
| PIE | Pie slice | F00D／SNACKS |  | EACH | 1.25 | 1.25 | 1.25 | 1.25 |  |
| PIZZA | Pizza slice | FOOD／SNACKS |  | EACH | 2.00 | 2.00 | 2.00 | 2.00 |  |
| PRETZEL | Pretzel | FOOD／SNACKS |  | EACH | 1.00 | 1.00 | 1.00 | 1.00 |  |
| SALAD | Salad | FOOD／SNACKS |  | LB | 1.50 | 1.50 | 1.50 | 1.50 |  |
| SANDOUICH | Sandwich | FOOD／SNACKS |  | EACH | 1.50 | 1.50 | 1.50 | 1.50 |  |
| Contract | MEMBERS Members | only $10 \%$ discount |  | None |  |  |  |  |  |
| 18HOLES | Green tee－ 18 holes | G0LF／FEES |  | EACH | 36.00 | 36.00 | 36.00 | 32.40 | 3.60 |
| 9 HOLES | Greens fees－ 9 holes | G0LF／FEES |  | EACH | 18.00 | 18.00 | 18.00 | 16.20 | 1.80 |
| ADM－SCD | Adams SC Driver，RH | G0LF／CLUBS | ADAMS | EACH | 399.99 | 399.99 | 399.99 | 359.99 | 40.00 |
| ADM－TL2 | Adams Tight Lies 2 Wood | G0LF／CLUBS | ADAMS | EACH | 349.99 | 349.99 | 349.99 | 314.99 | 35.00 |
| ADM－TL3 | Adams Tight Lies 3 Whood | G0LF／CLU日S | ADAMS | EACH | 349.99 | 349.99 | 349.99 | 314.99 | 35.00 |
| ADM－TL5 | Adams Tight Lies 5 Whood | G0LF／CLUES | ADAMS | EACH | 349.99 | 349.99 | 349.99 | 314.99 | 35.00 |
| ADM－TL7 | Adams Tight Lies 7 Whood | G0LF／CLUBS | ADAMS | EACH | 349.99 | 349.99 | 349.99 | 314.99 | 35.00 |
| ADM－TL9 | Adams Tight Lies 9 Whood | G0LF／CLU日S | ADAMS | EACH | 349.99 | 349.99 | 349.99 | 314.99 | 35.00 |
| ADM－VMI | Adams WMI Irons，Set | GOLF／CLUBS | ADAMS | EACH | 689.99 | 689.99 | 689.99 | 620.99 | 69.00 |
| ADM－VMI－P | Adams VMI Putter | G0LF／CLUBS | ADAMS | EACH | 99.99 | 99.99 | 99.99 | 89.99 | 10.00 |
| APL－UMB | Golfumbrella | G0LF／ACCES | ADAMS | EACH | 14.99 | 14.99 | 14.99 | 13.49 | 1.50 |
| BAG－PRD | Pro bag with dividers | G0LF／ACCES | DUNLOP | EACH | 89.99 | 89.99 | 89.99 | 80.99 | 9.00 |
| BAG－PRT | Pro bag with tubes | GOLF／ACCES | DUNLOP | EACH | 99.99 | 99.99 | 99.99 | 89.99 | 10.00 |
| BAG－ST | Deluxe bag with stand | GOLF／ACCES | DUNLOP | EACH | 79.99 | 79.99 | 79.99 | 71.99 | 8.00 |
| BAG．TRV | Golfbag travel case | GOLF／ACCES | DUNLOP | EACH | 39.99 | 39.99 | 39.99 | 35.99 | 4.00 |
| BALL－RET | Ball Retum－Battery powered | GOLFMISC | DUNLOP | EACH | 29.99 | 29.99 | 29.99 | 26.99 | 3.00 |
| BALL－RET－PRO | Ball Retum－PRO | GOLFMISC | DUNLOP | EACH | 69.99 | 69.99 | 69.99 | 62.99 | 7.00 |
| BONUS BUCK | Dollar Coupon | GOLFMISC |  | EACH | $-1.00$ | $-1.00$ | －1．00 | －0．90 | －0．10 |
| CAL－BE | Callaway Big Bertha Driver | GOLF／CLUBS | CALLAUJAY | EACH | 369.00 | 369.00 | 369.00 | 332.10 | 36.90 |
| CAL－日日B | Callaw ay Biggest Big Bertha | G0LF／CLU日S | CALLANJAY | EACH | 449.00 | 449.00 | 449.00 | 404.10 | 44.90 |

## PURPOSE

The Historical Valuation Report lets you see the value of your inventory as of a specific date. The report indicates the Price-1 and Regular price values, as well as the corresponding markup percentages, as of the Valuation date you specify. Use filters to view the value of all items, items from one vendor, or items in a specific category, that are stocked at one particular location or all locations.

## Select Inventory / Reports / Historical Valuation



Filtering on the Item and Inventory tables allows you to limit which items and locations appear on the report.

(* Enterprise Edition Only)

Historical Valuation by Categ/Subcat (ranked by Quantity)


## (* Enterprise Edition Only)

## Inventory Aging

## PURPOSE

The Inventory Aging Report lets you see an overview of the length of time that items in your current inventory have been in stock, based upon the date that the inventory was received. This report calculates the age in days for each item in your inventory by reviewing historical on hand quantities and also analyzes costs for the indicated items for up to 5 aging periods. Inventory aging reports are frequently requested by auditors to assist in valuing the inventory for financial statement purposes.

## Select Inventory / Reports / Inventory Aging



Filtering on the Inventory Aging Group Work, Item, and Inventory tables allows you to limit which items appear on the report.



## PURPOSE

The Inventory Analysis Report lets you see inventory activity like current quantity (over- or under-stocked items), retail value, and on hand profit potential, plus sales activity like performance information (good or bad) for your company over a specified date range. Use this report to determine which items should be reordered, marked down, or discontinued. Cell-level detail can be included, if Inventory Analysis by Item is selected.

## Select Inventory / Reports / Inventory Analysis



Filtering on the Item table allows you to limit which items appear on the report.


Inventory Analysis by Item (in order by Quantity on Hand with Cell-level detail)


Inventory Analysis by Category (Summary) (ranked by inventory value)


## Inventory Availability

## PURPOSE

The Inventory Availability Report lets you see a list of items that you have available based on user defined parameters. The report can be printed in a full page width or 40 column receipt width format.

## Select Inventory / Reports / Inventory Availability



Filtering on the Item, Inventory, and Inventory Cell tables allows you to limit which items appear on the report.


Full Page Format

## Date 6/25/2008 Time 7:21:52AM

Page 1
FOR DEMON STRATION PURPO SES ONLY
Inventory Availability

Location: All
Dimension 1: RED
Dimension 2: Al
Dimension 3: All
Printitem totals
Print report totals
Order by Item $=$, Location, Dimension 1, Dimension 2, Dimension 3
Item: Item number between SHIRT and SHIRT and
Item type is (exactly) Inventory

| Item \# | Description |  |  | Category | Subcat | Vendor \# |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| SHIRT |  | Men's Polo | cotton | APPAREL | MENS | IZOD |
|  | Qtyavailable | Location | Dimension 1 | Dimension 2 |  |  |
|  | 2 | EAST | Red | Large |  |  |
|  | 2 | EAST | Red | Medium |  |  |
|  | 2 | EAST | Red | Small |  |  |
|  | 9 | MAIN | Red | Large |  |  |
|  | 9 | MAIN | Red | Medium |  |  |
|  | 10 | MAIN | Red | Small |  |  |
|  | 2 | STORAGE | Red | Large |  |  |
|  | 2 | STORAGE | Red | Medium |  |  |
|  | 2 | STORAGE | Red | Small |  |  |
| SHIRT totals | 40 |  |  |  |  |  |

Report totals $\quad 1$ item (s) in report
40 Qty available

## Receipt Format



## Inventory Grid Overview

## PURPOSE

The Inventory Grid Overview Report allows you to quickly review quantities for your gridded items at the cell level, along with the quantity sold, sales amount, average and extended coast, gross profit percentage, and markup percentage values for each gridded item. This report summarizes inventory and sales history information for gridded items in a readable and efficient format.

## Select Inventory / Reports / Inventory Grid Overview



Filtering on the Item table allows you to limit which items appear on the report.


## Inventory Grid Overview

## Detail



## Summary



## Inventory History

## PURPOSE

The Inventory History Report lets you see either a detailed or summarized list of inventory transactions for a selected date range. Activity can be reported for a range of items, including cell-level detail. Select one or all categories, sub-categories, or other variable for the report.

## Select Inventory / Reports / Inventory History



Filtering on the Inventory History and Item tables allows you to limit which items appear on the report.


## Detail



## Summary



## Inventory Snapshot

## PURPOSE

The Inventory Snapshot Report lets you see either a detailed or summarized list of 'What I sold', 'What I own', and 'What I have on order'. This report provides a simple "snapshot" of the current status and sales history of your inventory.

## Select Inventory / Reports / Inventory Snapshot



Filtering on the Item and Inventory tables allow you to limit which items and locations appear on the report.


## Detail

| Date $1 / 12 / 2007$ Time 9:51:31AM  <br> FOR DEMONSTRATION PURPOSES ONLY  <br> Inventory Snapshot (Hem-Location Detail)  |
| :--- | :--- | :--- | :--- |

## Summary



## Inventory Status

## PURPOSE

The Inventory Status Report lets you see the current status of inventory for one or more locations based on user-selected items, vendors, categories, and quantities. For gridded items, see cell information sorted and grouped by cell within location, location within cell, and in cell display order. Use this report to find out how much you have on hand, on order, when you last ordered, and min/max levels for your items. This report is helpful in assisting managers to find out-of-normal values for items.

## Select Inventory / Reports / Inventory Status



Filtering on the Inventory and Item tables allows you to limit which items appear on the report.


Inventory Status by Category (Location Detail)


## Item Price List

## PURPOSE

The Item Price List is a quick reference for current selling prices for a range of items, and lets you see either a detailed or summarized list of the items stocked at one particular store. Cell level detail is optional. For example, use a filter to view items from one vendor, or for a specific category of items.

## Select Inventory / Reports / Item Price List



Filtering on the Item and Price Group tables allows you to limit which items and price groups appear on the list.


Item Price List with Cell Detail (Ordered by Item number)


## Item Price-1 List

## PURPOSE

The Item Price-1 List lets you see the price-1 value for items sold at one particular store. Cell level detail is optional.

## Select Inventory / Reports / Item Price-1 List



Filtering on the Item table allows you to limit which items appear on the list.


Item Price-1 List with Cell Detail (Ordered by Item number)

| Date 1/12/2007 | Time 9:55:40AM | FOR DEMONSTRATION PURPOSES ONLY <br> Hem Price-1 List with Cell Detal |  |  |  | Page 2 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Hem \# | Description | Categ/Subcat | Vendor \# | Unit | Regular price | Hem Pro 1 |
| PIN-EQ | Pinnacle Equalizer Balls | G0LF/BALLS | PINNACLE | Doz | 27.99 | 27.99 |
| PIN-EXT | Pinnacle Extreme Balls | G0LF/BALLS | PINNACLE | Doz | 29.99 | 29.99 |
| PIN-gLD | Pinnacle Gold Balls | G0LF/日ALLS | PINNACLE | Doz | 28.99 | 28.99 |
| PIN-TI | Pinnacle Titanium Balls | G0LF/BALLS | PINNACLE | Doz | 29.99 | 29.99 |
| PIZZA | Pizza slice | FOOD/SNACKS |  | EACH | 2.00 | 2.00 |
| PRETZEL | Pretzel | FOOD/SNACKS |  | EACH | 1.00 | 1.00 |
| Range | Large Bucket Range Balls | G0LF/FEES |  | EACH | 5.00 | 5.00 |
| SALAD | Salad | FOOD/SNACKS |  | LB | 1.50 | 1.50 |
| SANDWICH | Sandwich | FOOD/SNACKS |  | EACH | 1.50 | 1.50 |
| SHIRT | Men's Polo 100\% cotton | APPARELMENS | IZOD |  |  |  |
| Color | Size |  |  |  |  |  |
| Blue | - Small |  |  | EACH | 24.99 | 24.99 |
|  | Medium |  |  |  | 24.99 | 24.99 |
|  | Large |  |  |  | 24.99 | 24.99 |
| Red | Small |  |  |  | 24.99 | 24.99 |
|  | Medium |  |  |  | 24.99 | 24.99 |
|  | Large |  |  |  | 24.99 | 24.99 |
| Sandstone | Small |  |  |  | 24.99 | 24.99 |
|  | Medium |  |  |  | 24.99 | 24.99 |
|  | Large |  |  |  | 24.99 | 24.99 |
| SHOES |  |  | FOOTJO Y |  |  |  |
| Color | Size | Width |  |  |  |  |
| Multi | - 7 | Namrow |  | EACH | 74.99 | 74.99 |
|  |  | Wide |  |  | 74.99 | 74.99 |
|  | 7.5 | Namow |  |  | 74.99 | 74.99 |
|  |  | Wide |  |  | 74.99 | 74.99 |
|  | 8 | Namow |  |  | 74.99 | 74.99 |
|  |  | Wide |  |  | 74.99 | 74.99 |
|  | 8.5 | Namow |  |  | 74.99 | 74.99 |
|  |  | Wide |  |  | 74.99 | 74.99 |
| White | 7 | Namow |  |  | 74.99 | 74.99 |
|  |  | Wide |  |  | 74.99 | 74.99 |
|  | 7.5 | Narrow |  |  | 74.99 | 74.99 |
|  |  | Wride |  |  | 74.99 | 74.99 |
|  | 8 | Namow |  |  | 74.99 | 74.99 |
|  |  | Wide |  |  | 74.99 | 74.99 |
|  | 8.5 | Namow |  |  | 74.99 | 74.99 |
|  |  | Wide |  |  | 74.99 | 74.99 |
| SHORTS | Shorts - Men's Tw ill Pleated | APPARELMENS | IZOD |  |  |  |
| Color | - Size |  |  |  |  |  |
| Black | - 30 |  |  | EACH | 27.99 | 27.99 |
|  | 32 |  |  |  | 27.99 | 27.99 |
|  | 34 |  |  |  | 27.99 | 27.99 |
|  | 36 |  |  |  | 27.99 | 27.99 |
|  | 38 |  |  |  | 27.99 | 27.99 |
|  | 40 |  |  |  | 27.99 | 27.99 |
|  | 42 |  |  |  | 27.99 | 27.99 |
| Blue | 30 |  |  |  | 27.99 | 27.99 |
|  | 32 |  |  |  | 27.99 | 27.99 |
|  | 34 |  |  |  | 27.99 | 27.99 |
|  | 36 |  |  |  | 27.99 | 27.99 |
|  | 38 |  |  |  | 27.99 | 27.99 |
|  | 40 |  |  |  | 27.99 | 27.99 |
|  | 42 |  |  |  | 27.99 | 27.99 |
| Sandstone | 30 |  |  |  | 27.99 | 27.99 |
|  | 32 |  |  |  | 27.99 | 27.99 |
|  | 34 |  |  |  | 27.99 | 27.99 |
|  | 36 |  |  |  | 27.99 | 27.99 |
|  | 38 |  |  |  | 27.99 | 27.99 |

## Items

## PURPOSE

The Items Report lets you see either a detailed or summarized report of basic information on each item including: item type, tracking method, description, prices, quantities, and status.

## Select Inventory / Reports / Items

Filtering on the Items table allows you to limit which items appear on the report.


## Detail



## Summary

$$
\text { Date } 11 / 13 / 2007 \text { Time } 10: 06: 01 \mathrm{AM}
$$

Drill down to see location specific cost, prices and quantities

| Item \# | Description | Type | Acct code | Last cost | Price-1 | Qty on hand | Status |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 100004 | <Enter item description here.? | Non-Inventory | 1 | 0.00 | 0.00 | 0 | A |
| 18HOLES | Green fee - 18 holes | Non-Inventory | 1 | 0.00 | 36.00 | 0 | A |
| 9HOLES | Greens fees - 9 holes | Non-Inventory |  | 0.00 | 18.00 | 0 | A |
| ADM-SCD | Adams SC Driver, RH | Inventory | 1 | 160.00 | 399.99 | 61 | D |
| ADM-TL2 | Adams Tight Lies 2 Wood | Inventory | 1 | 175.00 | 349.99 | 18 | A |
| ADM-TL3 | Adams Tight Lies 3 Wood | Inventory | 1 | 175.00 | 399.99 | 16 | A |
| ADM-TL5 | Adams Tight Lies 5 Wood | Inventory | 1 | 175.00 | 399.99 | 24 | A |

## Items on Sale

## PURPOSE

The Items on Sale Report lets you see a report of the items on sale for a specified time period, their selling price, and their governing price groups and rules. Cell level detail is optional. The report is limited to items whose selling price comes from a "Promotional" price rule.

## Select Inventory / Reports / Items on Sale



Filtering on the Item and Price Group tables allows you to limit which items and price groups appear on the report.


Items on Sale with Cell Detail (Ordered by Item number)


## Markdowns *

## PURPOSE

The Markdowns Report lets you see either a full or brief report of items whose Price-1 has been changed. Markdowns are automatically tracked in Markdown History whenever Price-1 changes for an item.

## Select Inventory / Reports / Markdowns

Filtering on the Markdown History and Item tables allows you to limit which items will appear on the report.


Full


## Brief

Date 11/10/2005 Time 5:54:29PM

```
Markdown type: M=Manually entered, E=Edit item price-1, L= Edit loc price-1,
```

I= Insert loo price record, $\mathrm{D}=$ Delete loc price record
' * ' indicates that Markdown qty, Old price-1 and New Price-1 may not agree with markdown amt formanually entered or edited markdowns Order by: Item \#, Location, M/D date

| Item \# | Location | M/D date | Category | MiD qty | Old price-1 | Newprice-1 | Mid amt | Type |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| GLOVE | MAIN | 11/10/05 | G0LF | 17 | 11.99 | 9.99 | 34.00 | M |
| SHIRT | MAIN | 11/10/05 | APPAREL | 91 | 24.99 | 22.99 | 182.00 | M |
| TOP-XLS | MAIN | 11/10/05 | G0LF | 5 | 24.99 | 24.49 | 2.50 | M |

## $0 \rightarrow$ Merchandise Analysis *

## PURPOSE

The Merchandise Analysis Report lets you see the current state and past performance of your current inventory. The report allows ranking of categories, inventory items, or vendors based on a variety of figures, including retail calculations such as "Turn rate" and "GMROI" (gross margin return on investment). Use this report to help determine when to take advantage of "opportunistic buys" and which items to mark down.

## Select Inventory / Reports / Merchandise Analysis

Select:

1) How to group the report
2) Which items to print (Top, Bottom, or All)
3) How to rank the items (depends on 'Columns to display’ choice)
4) The order in which the items will print
5) The dates to consider for the location / location group that is specified
6) What inventory values should print on the report.


## (* Enterprise Edition Only)

Select which columns to display on the report (More than 180 fields to choose from, if not using a pre-defined selection).


For each "Column to display" choice for Report options, the pre-defined visible columns are listed below. Choose one of the pre-defined choices, or customize which columns display using the choices under the Available columns list on the Select Columns tab.

| Columns to display | Pre-defined visible columns |
| :--- | :--- |
| Quantities | \# of trx, Qty sold, Sales, Cost of sales, Profit, Profit\% |
| Sales | Qty sold, Sales, Cost of sales, Profit, Profit\% |
| Inventory <br> performance | Qty on hand, Qty on purchase orders, Qty beginning balance, Qty ending <br> balance, Qty sold, Sell through\%, Profit\%, GMROI, Turns (Cost), Weeks-on- <br> hand |
| Sales/Returns | Qty sold (excluding returns), Qty returned, Cost of sales (excluding returns), <br> Cost of returns, Retail of sales (excluding returns), Retail of returns, Sales <br> (excluding returns), Returns |
| Vendor comparison | Sales, Cost average balance, Profit, Profit\%, GMROI, Turns (Cost) |
| Retail Value History - <br> Full | Retail on hand, Retail beginning balance, Retail of receivings, Retail of sales, <br> Retail of adjustments, Retail of transfers, Retail of non-sale trx, Retail of all trx, <br> Retail ending balance, Retail average balance |
| Retail Value History - <br> Brief | Retail beginning balance, Retail of receivings, Retail of sales, Retail of <br> adjustments, Retail of transfers, Retail ending balance |
| Sales Analysis Brief | Sold at retail - Qty, Sold at retail - \% Qty Sold, Sold off retail - Qty, Sold off retail <br> - \% Qty Sold, Discount\% (off of retail), Profit\% |

Filter the Item and Inventory tables to limit which items and/or locations appear on the report.

## $0 \rightarrow$ Merchandise Analysis *

## Analyze by "Item" / Ranked by "Turns"



## $0 \rightarrow$ Merchandise Analysis *

## Analyze by "Group" Group by "Category/Sub-category" / Ranked by "Qty on hand"

Date 10/18/2006 Time 9:26:38AM

## FOR DEMONSTRATION PURPOSES ONLY <br> Merchandise Analysis by Categ/Subcat

Wks-on-hnd<br>(Top 10 including ties)



Analyze by: Group
Group by: Categ/Subcat
Print:Top 5
Ranked by: Qty on hand (shaded)
Order by: Group (Categ/Subcat)
Report period: $01 / 01 / 2006$ to $08 / 05 / 2006$ (217 days)
Locations: All
Show location detail
Include inactive inventory
'x' by Categ/Subcat indicates the group includes miscellaneous items; values may not 'add across' the report

| Categ/Subcat |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Location |  | Qtyonhad | Beg qty | End qty | Turns | Qty sid | Sellthru\% | Profit\% | GMROI |
| 3 APPARELMENS | SS Apparel items/Apparel - Mens |  |  |  |  |  |  |  |  |
| EAST | 358.7 | 81 | 88 | 81 | 0.1 | 7 | 8.0 | 47.3 | 0.1 |
| MAIN | 1.767 .0 | 228 | 222 | 228 | 0.0 | 4 | 1.7 | 47.6 | 0.0 |
| SOUTH | 0.0 | 0 | 0 | 0 | 0.0 | 0 | 0.0 | 0.0 | 0.0 |
| STORAGE | 0.0 | 10 | 10 | 10 | 0.0 | 0 | 0.0 | 0.0 | 0.0 |
| APPARELMENS totz | 899.0 | 319 | 320 | 319 | 0.1 | 11 | 3.3 | 47.4 | 0.1 |
| 4 FOOD/DRINKS | Food | items/Food - |  |  |  |  |  |  |  |
| EAS T | 1.441 .5 | 93 | 95 | 93 | 0.0 | 2 | 2.1 | 24.0 | 0.0 |
| MAIN | 0.0 | 191 | 191 | 191 | 0.0 | 0 | 0.0 | 0.0 | 0.0 |
| SOUTH | 0.0 | 0 | 0 | 0 | 0.0 | 0 | 0.0 | 0.0 | 0.0 |
| STORAGE | 0.0 | 0 | 0 | 0 | 0.0 | 0 | 0.0 | 0.0 | 0.0 |
| FOOD/DRINKS totals | 4.402 .0 | 284 | 286 | 284 | 0.0 | 2 | 0.7 | 24.0 | 0.0 |
| 1 FOOD/SNACKS | Food | items/Food - | cks |  |  |  |  |  |  |
| EAS T | 1.469 .4 | 237 | 242 | 237 | 0.0 | 5 | 2.1 | 25.6 | 0.0 |
| MAIN | 2.415 .3 | 312 | 318 | 314 | 0.0 | 4 | 1.3 | 30.1 | 0.0 |
| SOUTH | 0.0 | 0 | 0 | 0 | 0.0 | 0 | 0.0 | 0.0 | 0.0 |
| STORAGE | 0.0 | 0 | 0 | 0 | 0.0 | 0 | 0.0 | 0.0 | 0.0 |
| FOOD/SNACKS total | 1.889 .8 | 549 | 560 | 551 | 0.0 | 9 | 1.6 | 27.1 | 0.0 |
| 2 GOLF/日ALLS | Golfit | tems/Golf - B |  |  |  |  |  |  |  |
| EAS T | 691.7 | 195 | 204 | 195 | 0.1 | 9 | 4.3 | 48.5 | 0.1 |
| MAIN | 521.6 | 314 | 339 | 320 | 0.1 | 19 | 5.5 | 65.7 | 0.1 |
| SOUTH | 0.0 | 0 | 0 | 0 | 0.0 | 0 | 0.0 | 0.0 | 0.0 |
| STORAGE | 0.0 | 29 | 29 | 29 | 0.0 | 0 | 0.0 | 0.0 | 0.0 |
| G0LF/BALLS totals | 608.7 | 538 | 572 | 544 | 0.1 | 27 | 4.8 | 60.0 | 0.1 |
| 5 GOLF/CLUBS | Golfit | ems/Golf - C |  |  |  |  |  |  |  |
| EAST | 327.7 | 74 | 81 | 74 | 0.1 | 7 | 8.6 | 28.8 | 0.1 |
| MAIN | 213.4 | 117 | 126 | 119 | 0.2 | 17 | 12.5 | 37.0 | 0.1 |

## Merge Items Report (Rad)

## PURPOSE

The Merge Items Report (Rad) lets you see either "From" or "To" items that will be merged.

## Select Inventory / Utilities / Merge Items Report (Rad)



Filtering on the Item, Merge Item Line, and Merge Item Group tables allows you to limit which items will appear on the report.


## Merge Item Report (Rad)

## From item \#

| Date 1/24/2011 Time 8:37:24AM |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: |
| FOR DEMONSTRATION PURPOSES ONLY |  |  |  |  |
| Report Title |  |  |  |  |
| Parameter tab control settings go here (conditionally suppressed) Order by. Group, From item \# |  |  |  |  |
| Group | Description |  |  |  |
| GB <br> From item \# | Golf Balls Description | To item \# | Description |  |
| TOP-STD | TopFlite Strata Distance Balls | TOP-STT | TopFlite Strata Tour Balls |  |
| 1 items in GB group |  |  |  |  |
| Report totals:$\text {-- End of report -- }$ |  |  |  |  |
|  |  |  |  |  |

## To item \#



## Mix-and-Match Codes

## PURPOSE

The Mix-and-Match Codes Report lets you see a report of items and prices that have been selected for a mix-and-match promotion for your company. You can select to include the price rules and items associated with each mix-and-match code.

## Select Inventory / Reports / Mix-and-Match Codes



Filtering on the Mix-and-Match Code table allows you to limit the codes that will be used for the report.



## Physical Count Worksheet

## PURPOSE

The Physical Count Worksheet lets you see a report of items for which unposted Physical Count transactions exist. Use the physical count worksheet to manually record your count quantities for the selected items. The report prints in order by Item number.

## Select Inventory / Physical Count / Worksheet



Filtering on the Physical Count Transaction and Item tables allows you to limit which items will print on the worksheet.


## Physical Count Worksheet



## Planned Promotions

## PURPOSE

The Planned Promotions Report lets you see a report of items and prices that have been selected for a planned promotion for your company.

## Select Inventory / Reports / Planned Promotions



Filtering on the Planned Promotions table allows you to limit which planned promotions to include on the report.


## Planned Promotions

Store: All
Show discount amt on Price-1
Order by:Group code, Item \#

| Group code | Store | Description |  | Begin date | End date |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| SUMMER | MAIN | Summer Clearance |  | 8/1/05 | 9/30/2005 |  |  |
| Item \# |  |  | Selling price | Preferred unit | it Regularprice | Price-1 | Discount amt |
| APL-HAT |  |  | 9.74 | EACH | 12.99 | 12.99 | 3.25 |
| APL-SHOES |  |  | 67.49 | EACH | 88.99 | 89.99 | 22.50 |
| BALL-RET |  |  | 25.49 | EACH | 0.00 | 29.99 | 4.50 |
| SHIRT |  |  | 18.74 | EACH | 0.00 | 24.99 | 6.25 |
| SHOES - MEN |  |  | 56.24 | PAIR | 0.00 | 74.99 | 18.75 |
| SHORTS |  |  | 20.98 | EACH | 0.00 | 27.99 | 7.00 |
| TOP-STD |  |  | 22.99 | DOZ | 24.99 | 24.99 | 2.00 |
| VEST |  |  | 29.99 | EACH | 0.00 | 39.99 | 10.00 |

1 price group codes in report
8 price rules in report
8 items in report

- End of report ..


## Price Rules *

## PURPOSE

The Price Rules Report lets you see either a full or brief report of the price types, groups, and rules.

## Select Inventory / Reports / Price Rules



Filtering on the Price Rule table allows you to limit which price rules appear on the report.

(* Enterprise Edition Only)

Full


## Brief

| Date 12/16/2005 | Time 8:49:05AM |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  | FOR DEMONSTRATION PURPOSES ONLY |  |  |  |  |
|  | Price Rules - Brief |  |  |  |  |
| X preceeding Group code indicates Price Rule Group is not enabled Orderby: Type, Sequence \# |  |  |  |  |  |
| Type | Group code | Description | Begin | End |  |
| Contract | MEMBERS | Members only $10 \%$ discount | No begin date | No end date |  |
|  | Rule: $10 \%$ off category G0LF |  |  |  |  |
| Promotion | JULY4 | July 4 Sale - $15 \%$ off Golf | 7/1/05 Beginning of day | 7/4/05 end of day |  |
|  |  | Rule: Category G OLF |  |  |  |
| Special | CLEARANCE | APL-HAT reduced price |  |  |  |
|  |  | Rule: APL-HAT |  |  |  |

3 Price Types in report
3 Price Group Codes in report
3 Price Rules in report
.. End of report ..

## (* Enterprise Edition Only)

## Prices

## PURPOSE

The Prices Report lets you see either a report of the prices for your items at one location, or for all locations. Specify whether you want to view: item prices; item, location prices; item, cell prices; or item, location, cell prices.

## Select Inventory / Reports / Prices



Filtering on the Item and Item Price tables allows you to limit which items appear on the report.



## Purge Inactive Items

## PURPOSE

The Purge Inactive Items Report lets you see a list of inactive items that are eligible to be purged, based on user-specified information. An item is eligible for purging if its quantities are all zero at all locations and no unposted transactions exist for it. After previewing the report, you can select to "Purge" the items. The report prints in order by Item number. You should select to print the report prior to purging, because while history of the event is captured, it does not show which items were purged.

## Select Inventory / Utilities / Purge Inactive Items



Filtering on the Items table allows you to limit which items are considered for the report.


## Purge Inactive Items

Date 4/20/2005 Time 3:09:05PM

Page 1
Camptown Golf Training
Purge Inactive Items (Review Only)


## Quick Transfers Summary *

## PURPOSE

The Quick Transfer Summary Report lets you see the quick transfers that haven't been posted yet. Quick transfers can be entered manually, or they can be automatically created when an allocated merged PO is received. The report is grouped by location.

## Select Inventory / Quick Transfers / Summary



Filtering on the Quick Transfer table allows you to limit which Quick Transfers appear on the report.

(* Enterprise Edition Only)


## (* Enterprise Edition Only)

## Recalculating Item Quantities

## PURPOSE

The Recalculate Item Quantities Report lets you see a report of any discrepancies between inventory quantities and the supporting transactions or cell detail. After previewing the report, you can select to Recalc the items' quantities based on open transactions. Quantity on hand is not changed.

## Select Inventory / Utilities / Recalc Item Quantities

| Recalc Item Quantities |  |  |  |  |  |  | - $\square$ 미 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Parameters | Item | Inventory |  |  |  |  |  |
|  | $\nabla$ Sh | transactions |  |  |  |  |  |

Filtering on the Item and Inventory tables allows you to limit which items appear on the report.


## Recalculating Item Quantities

Show transactions
Qty differences are shaded
Orderby: Difference type, Item \#, Location

| Hem / trx differences |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Hem \# Location | Description | . .- |  | . | - Qty |  |  | . . |  |
|  |  | Commit $\mathrm{Tr} \times 00 \mathrm{mmit}$ Difference | $\begin{array}{r} \mathrm{PO} \\ \text { Trx PO } \\ \text { Difference } \end{array}$ | $\begin{array}{r} \mathrm{BO} \\ \mathrm{Tr} \times \mathrm{BO} \\ \text { Difference } \\ \hline \end{array}$ | Xfer out Tr $\times \times$ fer out Difference | Xfer in Trxxfer in Difference | $\begin{array}{r} \mathrm{SO} \\ \text { Tr} \times \mathrm{SO} \\ \text { Difference } \\ \hline \end{array}$ | Order <br> Trx order Difference | Lwy <br> Trxlwy Differenc |
| ADM-VMI-P MAIN | Adams VMI Putter | -10 | 3 | 0 | 0 | 0 | 0 | 1 | 0 |
|  |  | -10 | -5 | 0 | 0 | 0 | 0 | 1 | 0 |
|  |  | 0 | -8 | 0 | 0 | 0 | 0 | 0 | 0 |
| Trutype | Trxdate | Trxcommit | Trx Po | Trx 80 | Trx xfer out | Trxxfer in | Trx 50 | Trxorder | Trxayy |
| POS-Order <br> Vendor Orders <br> Vendor Orders <br> Receivings <br> Receivings | 11/14/01 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
|  | 10/9/03 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 |
|  | 4/12/05 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 |
|  | 4/12/05 | -3 | -3 | 0 | 0 | 0 | 0 | 0 | 0 |
|  | 4/12/05 | -8 | -8 | 0 | 0 | 0 | 0 | 0 | 0 |
| STORAGE |  | 0 | 20 | 0 | 0 | 0 | 0 | 0 | 0 |
|  |  | 0 | 8 | 0 | 0 | 0 | 0 | 0 | 0 |
| Trutype | Trxdate | Trx commit | Trx Po | Trx 80 | Trxxfer out | Trxxfer in | Trx 50 | Trx order | Trxay |
| Vendor Orders Vendor Orders | 10/903 | 0 | 10 | 0 | 0 | 0 | 0 | 0 | 0 |
|  | 4/12/05 | 0 | 10 | 0 | 0 | 0 | 0 | 0 | 0 |
| SHORTS <br> MAIN | Shorts - Men's Twill Ple | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
|  |  | 0 | 11 | 0 | 0 | 0 | 0 | 0 | 0 |
|  |  | 0 | 11 | 0 | 0 | 0 | 0 | 0 | 0 |
| Trutype | Trxdate | Trxcommit | Trx P0 | Trx 80 | Trxxfer out | Trxxter in | Trx So | Trxorder | Trxayy |
| Vendor Orders | 4/12/05 | 0 | 11 | 0 | 0 | 0 | 0 | 0 | 0 |
| 2 item/ | ifferences in this report | 0 | 11 | 0 | 0 | 0 | 0 | 0 | 0 |

## Retail Value

## PURPOSE

The Retail Value Report lets you see an analysis of your inventory by Group or Item. It provides beginning, ending, and transactional retail, cost and unit information between two reporting dates.

## Select Inventory / Reports / Retail Value



Filtering on the Item and Inventory tables allows you to limit which items appear on the report.


Retail Inventory Value by Category

FOR DEMONS TRA TION PURPOSES ONLY
Retail Inventory Value by Category
Beg retl
(Top 10 including ties)


Analyze by: Group
Group by: Category
Print: Top 10
Ranked by. Retail beginning balance (shaded)
Orderby: Rank
Report period: $1 / 1 / 2008$ to $6 / 25 / 2008$ (177 days)
Locations: All
Show location detail
Include inactive inventory
Print retail, cost and unit values
*' by Category indicates the group includes miscellaneous items; values may not 'add across' the report
Rank Category Description


## Sales Kits *

## PURPOSE

The Sales Kits Report lets you see information about sales kits.

## Select Inventory / Reports / Sales Kits



Filtering on the Sales Kit table allows you to limit which items appear on the report.


# FOR DEMON STRATION PURPO SES ONLY 

 Sales Kits
## Print comments <br> Print display notes

- Total component quantity is roundedup to complywith the maximum quantity decimals setting for this group of component items Order By: Item \#. Component seq \#

| Parent item \# | Description Kit type | Tracking method Include parent | Category <br> Subcat | Vendor \# |
| :---: | :---: | :---: | :---: | :---: |
| BGBASKET | Beginner Golfers Basket | Normal | GOLF |  |
|  | Tag-along item | Yes | MISC |  |
| Comment: This is a basket of items that beginnergolfers could use. |  |  |  |  |
| Great gift idea. |  |  |  |  |
| Item \# | Description | Qty |  |  |
| APL-HAT | Golf hat with logo - 1 size - N/A | Qty is 1 EACH Perparent quantity |  |  |
| CART | Cart Fee-N/A | Qty is 1 EACH Perparent quantity |  |  |
| 9HOLES | Greens fees - 9 holes - N/A | Qty is 1 EACH Perparent quantity |  |  |
| DUN-TI | Dunlop Titanium Balls - N/A | Qty is 1 SLV Per parent quantity |  |  |
| GLOVE | Deluxe Golf Glove - N/A | Qty is 1 EACH Perparent quantity |  |  |
| TEES | Bag of Teas - N/A | Qty is 1 EACH Perparentquantity |  |  |
| BGBASKET totals: | 6 component line(s) | Total component qty is 6 * |  |  |
| Report Totals: | 1 parentitem(s) |  |  |  |
|  | 6 component line(s) |  |  |  |

## Sell-Through Rate

## PURPOSE

The Sell-Through Rate Report lets you see a quick overview of how well an item is selling, in either a summarized or detail format including cell-level information. The report can be ordered in an alphabetical form or descending order by performance. You can select to analyze sell-through percentage, sales, GMROI, or turns. Use the report to easily identify items that are performing well and those that are performing poorly, which can assist you in making pricing, marketing, and purchasing decisions. You can also opt to include cell-level detail for gridded items on the report, allowing you to track the performance of your gridded items by pattern, color and size.

## Select Inventory / Reports / Sell-Through Rate



Filtering on the Inventory History table allows you to limit which items appear on the report.


## Sell-Through Rate

## Analysis by Turns

| Date 7/1/2009 Time 12:49:33PM |  |  |  |  |  |  |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| FOR DEMONSTRATION PURPOSES ONLY |  |  |  |  |  |  |  |  |  |  |
| Sell-Through Rate Report |  |  |  |  |  |  |  |  |  |  |
| Order by: Turns |  |  |  |  |  |  |  |  |  |  |
| Date range: 6/1/2009 to 7/1/2009 <br> Cell detail: List view in std. order Inventory History: Transaction type is not (exactly) Markdowns |  |  |  |  |  |  |  |  |  |  |
| Location |  |  |  |  |  |  |  |  |  |  |
| MAIN |  |  |  |  |  |  |  |  |  |  |
| APL-UMB | Golfumbrella |  | 1 | 1 | 0 | 0 | 0 | -0.76 | 15.21 | 100.00\% |
| SHOES | Women's golf shoes |  | 26 | 1 | 0 | 0 | 25 | 0.41 | 0.44 | 3.85\% |
| $\frac{\text { Color }}{\text { Multi }}$ | Size | Width |  |  |  |  |  |  |  |  |
|  |  | Narrow | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $0.00 \%$ |
|  | 7 | Whide | 3 | 0 | 0 | 0 | 3 | 0.00 | 0.00 | $0.00 \%$ |
|  | 7.5 | Namow | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $0.00 \%$ |
|  | 7.5 | Wide | 5 | 0 | 0 | 0 | 5 | 0.00 | 0.00 | $0.00 \%$ |
|  | 8 | Narrow | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $0.00 \%$ |
|  | 8 | Wide | 3 | 0 | 0 | 0 | 3 | 0.00 | 0.00 | $0.00 \%$ |
|  | 8.5 | Namow | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $0.00 \%$ |
|  | 8.5 | Whide | 2 | 0 | 0 | 0 | 2 | 0.00 | 0.00 | $0.00 \%$ |
|  |  | Multi totals | 13 | 0 | 0 | 0 | 13 | 0.00 | 0.00 | $0.00 \%$ |
| White | 7 | Namrow | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $0.00 \%$ |
|  | 7 | Wide | 2 | 0 | 0 | 0 | 2 | 0.00 | 0.00 | $0.00 \%$ |
|  | 7.5 | Namow | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $0.00 \%$ |
|  | 7.5 | Whide | 5 | 1 | 0 | 0 | 4 | 2.17 | 2.32 | $20.00 \%$ |
|  | 8 | Namow | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $0.00 \%$ |
|  | 8 | Wide | 4 | 0 | 0 | 0 | 4 | 0.00 | 0.00 | $0.00 \%$ |
|  | 8.5 | Namow | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $0.00 \%$ |
|  | 8.5 | whide | 2 | 0 | 0 | 0 | 2 | 0.00 | 0.00 | $0.00 \%$ |
|  |  | White totals | 13 | 1 | 0 | 0 | 12 | 2.59 | 0.88 | 7.69\% |
| DUN-DIS | Dunlop Distance Balls |  | 31 | 1 | 0 | 0 | 30 | 0.87 | 0.37 | 3.23\% |
| SHORTS | Shorts - Men's Twill Pleated |  | 77 | 2 | 0 | 0 | 75 | 0.20 | 0.30 | 2.60\% |
| $\frac{\text { Color }}{\text { Black }}$ | Size |  |  |  |  |  |  |  |  |  |
|  | 30 |  | 4 | 0 | 0 | 0 | 4 | 0.00 | 0.00 | $0.00 \%$ |
|  | 32 |  | 4 | 0 | 0 | 0 | 4 | 0.00 | 0.00 | $0.00 \%$ |
|  | 34 |  | 4 | 0 | 0 | 0 | 4 | 0.00 | 0.00 | $0.00 \%$ |
|  | 36 |  | 1 | 0 | 0 | 0 | 1 | 0.00 | 0.00 | $0.00 \%$ |
|  | 38 |  | 4 | 0 | 0 | 0 | 4 | 0.00 | 0.00 | $0.00 \%$ |
|  | 40 |  | 4 | 0 | 0 | 0 | 4 | 0.00 | 0.00 | $0.00 \%$ |
|  | 42 |  | 4 | 0 | 0 | 0 | 4 | 0.00 | 0.00 | 0.00\% |
|  |  | Black totals | 25 | 0 | 0 | 0 | 25 | 0.00 | 0.00 | $0.00 \%$ |

## Serial Numbers *

## PURPOSE

The Serial Numbers Report lets you see a report of Serial Numbers for serialized items. You can select to limit the serial numbers to those with a status of - Sold, Available, Returned, or Missing. The report prints in order by Item Number, by Customer, or by Vendor (primary vendor for item).

## Select Inventory / Reports / Serial Numbers



Filtering on the Serial Number table allows you to limit which serialized items and serial numbers appear on the report.

(* Enterprise Edition Only)

## Serial Numbers by Item (Available - Detail)



## Serial Numbers by Customer (Sold - Summary)



## Six Week Item History

## PURPOSE

The Six Week Item History Report lets you see item performance and sales trends for specific six week and 26 week periods. You can use this report to make reorder, price change, and other merchandising decisions.

## Select Inventory / Reports / Six Week Item History



Filtering on the Item and Inventory tables allows you to limit which items appear on the report.


# O Six Week Item History 

FOR DEMONSTRATION PURPOSES ONLY
Six Week Hem History

Reporting periods: Six weeks beginning $6 / 20 / 06$ and ending $7 / 31 / 06$ 26 weeks beginning $1 / 31 / 06$ and ending $7 / 31 / 06$
Qty sold offprice is based on Reg Price
Rec'd = Qty-rec'd - RTVs + adj + xfer-in - xfer-out + xfer recon + phys count
Orderby: Item \#, Location



ADM-T L7 totals


## Transfer Advice *

## PURPOSE

The Transfer Advice Report lets you evaluate stock levels and determine how to redistribute inventory across multiple locations, based on inventory stock levels. Transfer Outs can be automatically generated from the report, which you can then edit using Inventory / Transfers / Transfer Out / Enter before posting.

## Select Inventory / Transfers / Transfer Out / Transfer Advice



Filtering on the Item table allows you to limit which items appear on the report.

(* Enterprise Edition Only)

Full


## Brief



Report totals: 3 items in report

| Transfer from | Qty | Transferto | $\frac{\text { Qty }}{4}$ |
| ---: | ---: | ---: | ---: |
| STORAGE | 14 | MAN | 14 |
|  | 14 | Total | 14 |

## Transfer Status *

## PURPOSE

The Transfer Status Report lets you see either a detailed or summarized report of transferred merchandise for your company. Completed transfers appear in this report unless you select to only include transfers with "Open" or "To be reconciled" items. The report can be printed in order by transfer number, either transfer location, or by event number.

## Select Inventory / Reports / Transfer Status



Filtering on the Transfer table allows you to limit which transfers appear on the report.


## (* Enterprise Edition Only)

Detail


## Summary

```
Date 11/10/2005 Time 5:26:42PM
```

Line status: $0=0$ pen, $T=$ To be reconciled, $C=$ Complete, $\mathrm{R}=$ Reconciled Orderby Transfer \#

| Transfer \# | 100005 | Transfer from | MAIN | ............... Transier out ............... |  |  | Transfer in |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Bat ID | MGR | Transfer to | STORAGE | Subtotal | 1,218.27 | Subtotal | 1,218.28 |
| Status | Complete | Ship date | 9/20/03 | Mise charge | 0.00 | Added misc | 0.00 |
| Open lines | 0 | Shipped by | MGR | Total | 1,218.27 | Total | 1,218.28 |
| Event \# | 700081 |  |  |  |  |  |  |
| Transfer \# | 100006 | Transfer from | MAIN | ............... Transfer out |  |  | Transfer in ................ |
| Bat ID | MGR | Transfer to | STORAGE | Subtotal | 425.77 | Subtotal | 425.77 |
| Status | Complete | Ship date | 9/20/03 | Misc charge | 0.00 | Added misc | 0.00 |
| Open lines | 0 | Shipped by | MGR | Total | 425.77 | Total | 425.77 |
| Event \# | 700092 |  |  |  |  |  |  |
| Transfer \# | 100007 | Transfer from | MAIN | ..............- Transfer out |  |  | Transfer in ................ |
| Bat ID | MGR | Transter to | STORAGE | Subtotal | 267.69 | Subtotal | 267.69 |
| Status | Complete | Ship date | 2/14/04 | Mise charge | 0.00 | Added miso | 0.00 |
| Open lines | 0 | Shipped by | MGR | Total | 267.69 | Total | 267.69 |
| Event \# | 700102 |  |  |  |  |  |  |

(* Enterprise Edition Only)

## Twelve Month Item History

## PURPOSE

The Twelve Month Item History Report lets you see either a full or brief report of item performance and sales trends over specific twelve-month periods. The report indicates the quantity sold for each of the twelve months preceding a user-specified period ending date. The report also includes useful summary information for that period, including the date each item was first received, the quantity received, and the percentage of inventory sold during that period.

Select Inventory / Reports / Twelve Month Item History


Filtering on the Item and Inventory tables allows you to limit which items and locations appear on the report.


Full


## Brief



## Valuation

## PURPOSE

The Valuation Report lets you see either a detailed or summarized report of the average cost, last cost, and retail value of current on hand inventory. Use this report when you need to declare the value of inventory for tax purposes.

## Select Inventory / Reports / Valuation



Filtering on the Item and Inventory/Price tables allows you to limit which items appear on the report.


## Valuation

## Detail



## Summary

| Date 11/10/2005 | Time $5: 19: 04$ PM |  |  |
| :--- | :--- | :--- | :--- |

## Where Used *

## PURPOSE

The Where Used Report lets you see information about component items and any bills of material definitions that include these items as components.

## Select Inventory / Reports / Where Used

Filtering on the Item table allows you to limit which items appear on the report.


| Date 6/25/2008 Time 7:58:19AM |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: |
| FOR DEMON STRATION PURPOSES ONLY |  |  |  |  |
| Bill of Material Where Used |  |  |  |  |
| Order By: Item \# |  |  |  |  |
| Component item \# | Description | Tracking method/ Cell | Vendor \# Category | Subcat |
| APL-HAT | Golf hat with logo - 1 size | Normal | APPAREL | MENS |
| Parent item $\#$ | Desocriotion | Trackina method/ Cell | Como Quantity Unit |  |
| GOLFBASKET | Golf Basket | Normal | 1.0000 EACH |  |
| Item APL-HAT appears 1 time(s) in 1 definition(s) |  |  |  |  |
| DUN-DDH | Dunlop DDH 110 Balls | Normal | PINNACLE GOLF | BALLS |
| Parentitem $\#$ | Desoriotion | Trackina method/Cell | Como quantity Unit |  |
| GOLFBASKET | Golf Basket | Normal | 1.0000 EACH |  |
| Item DUN-DDH appears 1 time(s) in 1 definition(s) |  |  |  |  |
| SHIRT | Men's Polo 100\% cotton | Cell: ( Not specifed) | IZOD APPAREL | MENS |
| Parent item $\#$ | Descriotion | Tracking method/Cell | Como Quantity Unit |  |
| GOLFBASKET | Golf Basket | Normal | 1.0000 EACH |  |
| Item SHIRT appears 1 time(s) in 1 definition(s) |  |  |  |  |
| SHORTS | Shorts - Men's Twill Pleated | Celll: (Not specifed) | IZOD APPAREL | MENS |
| Parentitem $\#$ | Desoriotion | Trackina method/Cell | Como quantity Unit |  |
| GOLFBASKET | Golf Basket | Normal | 1.0000 EACH |  |
| Item SHORTS appears 1 time(s) in 1 definition(s) |  |  |  |  |
| TEES | Bag oftees | Normal | GOLF | MISC |
| Parent item $\#$ | Descriotion | Trackina method/Cell | Como quantity Unit |  |
| GOLFBASKET | Golf Basket | Normal | 1.0000 EACH |  |
| Item TEES appears 1 time(s) in 1 definition(s) |  |  |  |  |
| Report totals: | 5 componentitems. |  |  |  |
|  |  | -. End of report -. |  |  |

## Inventory Adjustments

## PURPOSE

The Inventory Adjustments Journal allows you to retrieve information about posted adjustments to inventory levels. The report will show costs (for authorized users) and new quantity.

## Select Inventory / Reports / Journals / Adjustments



## Inventory Adjustments

## Journal - Detail



## Physical Count

## PURPOSE

The Physical Count Journal allows you to retrieve information about previously posted physical count transactions.

## Select Inventory / Reports / Journals / Physical Count



## Journal



## Quick Assemblies *

## PURPOSE

The Quick Assemblies Journal allows you to retrieve information about posted quick assembly transactions.

## Select Inventory / Reports / Journals / Quick Assemblies


(* Enterprise Edition Only)

## Journal

Date 6/25/2008 Time 8:07:05AM
Page 1
FOR DEMON STRATION PURPO SES ONLY
Quick Assemblies Journal

| Event \# | 700194 | 1 Updates requested |
| :--- | :--- | :--- |
| User | MGR | 1 Successful |

Event date 06/24/2008
Event \#: 700194
Order By: Item \#, Grid dimension 1 sequence \#, Grid dimension 2 sequence \#, Grid dimension 3 sequence \#, Location, Trx date, Sequence \#

| Parent item \# <br> Location Trxdate | Description <br> Cell / Serial \# | Parent quantity | Unit <br> Document \# | Cost | Ext cost Cost corr |
| :---: | :---: | :---: | :---: | :---: | :---: |
| GOLFBASKET | Golf Basket | 3.0000 | EACH | 55.0200 | 165.06 |
| MAIN 06/24/2008 |  |  |  |  | 0.00 |
| Componentitem ${ }^{\text {\% }}$ | Description | Unit qty | Extended qty | Cost | Ext cost |
|  | Cell/ Serial = | Additional aty | Total aty | Unit | Cost corr |
| APL-HAT | Golf hat with logo - 1 size | 1.0000 | 3.0000 | 4.2733 | 12.82 |
|  |  | 0.0000 | 3.0000 | EACH | 0.00 |
| DUN-DDH | Dunlop DDH 110 Balls | 1.0000 | 3.0000 | 21.0800 | 63.24 |
|  |  | 0.0000 | 3.0000 | DOZ | 0.00 |
| SHIRT | Men's Polo 100\% cotton | 1.0000 | 3.0000 | 14.0033 | 42.01 |
|  | Blue/Small | 0.0000 | 3.0000 | EACH | 0.00 |
| TEES | Bag of Tees | 1.0000 | 3.0000 | 0.6733 | 2.02 |
|  |  | 0.0000 | 3.0000 | EACH | 0.00 |
| SHORTS | Shorts - Men's Twill Pleated | 1.0000 | 3.0000 | 14.9900 | 44.97 |
|  | Black/30 | 0.0000 | 3.0000 | EACH | 0.00 |

GOLFBASKET totals:
Total component qty.
15.0000

5 component line(s)
Report totals:

| 1 parent line(s) | Total parentquty: | 3.0000 |
| :--- | ---: | ---: |
| 5 component line(s) | Total component qty. | 15.0000 |


| Total parent cost: | 165.06 |
| ---: | ---: |
| Total parent cost corr: | 0.00 |
| Total component cost: | 165.06 |
| Total component cost corr: | 0.00 |

## Quick Transfers *

## PURPOSE

The Quick Transfers Journal allows you to retrieve information about posted quick transfers.

## Select Inventory / Reports / Journals / Quick Transfers


(* Enterprise Edition Only)

## Journal - Detail



## Reconcile *

## PURPOSE

The Reconcile Journal allows you to retrieve either detailed or summarized information about inventory transfers that have been automatically reconciled by CounterPoint. (CounterPoint assumes that received quantities are correct.)

## Select Inventory / Reports / Journals / Reconcile


(* Enterprise Edition Only)

## Journal - Detail



## Journal - Summary



## (* Enterprise Edition Only)

## Transfer In*

## PURPOSE

The Transfer In Journal allows you to retrieve detailed or summarized information about merchandise included on a posted transfer in.

## Select Inventory / Reports / Journals / Transfer In


(* Enterprise Edition Only)

## Journal - Detail

| Date 5/29/2007 Time11:42:09AM |  |  |  |  |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Transfer In Journal - Detail |  |  |  |  |  |  |  |  |
| Event \#: 700364 <br> BatID: MGR |  |  | Updates reque <br> Successful |  |  |  |  |  |
| Cell detail: Grid view <br> Cell qty to print:Qty transferred <br> Print serial numberdetail <br> * = Added during entry <br> Order by Transfer \#, Sequence \# |  |  |  |  |  |  |  |  |
| Transfer \# 100033 | Transfer from Transfer to |  | $\begin{aligned} & \text { EAST } \\ & \text { MAIN } \end{aligned}$ | Date received Received by | $\begin{aligned} & 3 / 26 / 07 \\ & \text { MGR } \end{aligned}$ |  | Subtotal Added misc cha Total | $\begin{array}{r} 595.80 \\ 0.00 \\ 595.60 \end{array}$ |
| Item \# | Item descriotion |  | Transfer unit | Qty expected | Qtyreovd | New expected | ransfer out miso | To ext cost |
| PIN-EXT | Pinnacle Extreme Balls |  | DOZ | 4 | 4 | 0 | 0.00 | 94.96 |
| PIN-TI | Pinnacle Titanium Balls |  | DOZ | 2 | 2 | 0 | 0.00 | 47.48 |
| SHOES | Women's golf shoes |  | EACH | 13 | 13 | 0 | 0.00 | 453.16 |
| Multi $\quad 7.5$ | Narrow | Wide | Total |  |  |  |  |  |
|  | 1 | 1 | 2 |  |  |  |  |  |
|  | 2 | 0 | 2 |  |  |  |  |  |
|  | 2 | 0 | 2 |  |  |  |  |  |
|  | 2 | 0 | 2 |  |  |  |  |  |
|  | 11 | 2 | 13 |  |  |  |  |  |
| Transfer \# 100033 totals | 3 | lines |  | 19 | 19 | 0 | 0.00 | 595.60 |

## Journal - Summary


(* Enterprise Edition Only)

## Transfer Out *

## PURPOSE

The Transfer Out Journal allows you to retrieve detailed or summarized information about merchandise included on a posted transfer out.

## Select Inventory / Reports / Journals / Transfer Out


(* Enterprise Edition Only)

## Journal - Detail



## Journal - Summary


(* Enterprise Edition Only)

## Inventory Adjustments History

## PURPOSE

The Inventory Adjustments History allows you to retrieve information about posted adjustments to inventory levels. The report will show costs (for authorized users) and new quantity.

## Select Inventory / Reports / History / Adjustments History

| - Inventory Adjustments History |  |  |  | - |
| :---: | :---: | :---: | :---: | :---: |
| Order by Event \#, Bat ID, Item \#, Location, Trx date, Seq \# |  |  |  |  |
| Parameters \| Inventory Adjustment History |  |  |  |  |
| Event number $\square$ <br> Cell detail $\square$ Grid view |  |  |  |  |
| >> |  |  |  |  |
| E-mail Preview | Print | Qptions >> | Close | Help |

History

| Date 5/29/2007 T | FOR DEMON STRATION PURPO SES ONLY Inventory Adjustments History |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Cell detail: Grid view <br> Print serial numberdetail <br> Orderby: Event \#, Bat ID, Item \#, Location, Trxdate, Seq \# |  |  |  |  |  |
| Item \# Description Reference | Location Acct \# | Trx date Event \# | Qty adj Unit Qty before Stk unit Run qty on hnd Stk unit | Trx unit cost Avg cost before Avg cost after | Trx cost Cost corr |
| TOP-AER | $\begin{aligned} & \text { MAIN } \\ & 5030 \end{aligned}$ | 02/16/2001 44 | -19.0000 DOZ 19.0000 | $\begin{aligned} & 2.8442 \\ & 2.8442 \end{aligned}$ | $\begin{array}{r} -54.04 \\ 0.00 \end{array}$ |
| W ill no longer stock |  |  | 0.0000 | 2.8442 |  |
| TOP-STB | $\begin{aligned} & \hline \text { MAIN } \\ & 5030 \end{aligned}$ | $02 / 16 / 2001$ 44 | -21.0000 DOZ 21.0000 | $\begin{aligned} & 2.8438 \\ & 2.8438 \end{aligned}$ | $\begin{array}{r} -59.72 \\ 0.00 \end{array}$ |
| W ill no longer stock |  |  | 0.0000 | 2.8438 |  |
| TOP-XLC | MAIN | 02/16/2001 | -20.0000 DOZ | 2.8440 | -56.88 |
|  | 5030 | 44 | 20.0000 | 2.8440 | 0.00 |
| W ill no longer stock |  |  | 0.0000 | 2.8440 |  |
| TIT-BD2 | MAIN | 02/16/2001 | -4.0000 DOZ | 20.7125 | -82.85 |
|  | 5030 | 45 | 4.0000 | 20.7125 | 0.00 |
| No longer stocked |  |  | 0.0000 | 20.7125 |  |
| TIT-BDW | $\begin{aligned} & \mathrm{MAIN} \\ & 5030 \end{aligned}$ | $\begin{aligned} & 02 / 16 / 2001 \\ & 45 \end{aligned}$ | -22.0000 DOZ 22.0000 | $\begin{aligned} & 2.8441 \\ & 2.8441 \end{aligned}$ | $\begin{array}{r} \hline-62.57 \\ 0.00 \end{array}$ |
| No longer stocked |  |  | 0.0000 | 2.8441 |  |
| TIT-BHD | MAIN | 02/16/2001 | -19.0000 DOZ | 2.8442 | -54.04 |
|  | 5030 | 45 | 19.0000 | 2.8442 | 0.00 |
| No longer stocked |  |  | 0.0000 | 2.8442 |  |
| TIT-BHT | MAIN | 02/16/2001 | -38.0000 DOZ | 2.8439 | -108.07 |
|  | 5030 | 45 | 38.0000 | 2.8439 | 0.00 |
| No longer stocked |  |  | 0.0000 | 2.8439 |  |
| TIT-BPR | $\begin{aligned} & \mathrm{MAIN} \\ & 5030 \end{aligned}$ | $\begin{aligned} & 02 / 16 / 2001 \\ & 45 \end{aligned}$ | $\begin{aligned} & -13.0000 \mathrm{DOZ} \\ & 13.0000 \end{aligned}$ | 6.2815 6.2815 | $\begin{array}{r} -81.66 \\ 0.00 \end{array}$ |
| No longer stocked |  |  | 0.0000 | 6.2815 |  |
| TIT-BTB | MAIN | 02/16/2001 | -56.0000 DOZ | 23.7407 | -1329.48 |
|  | 5030 | 45 | 56.0000 | 23.7407 | 0.00 |
| No longer stocked |  |  | 0.0000 | 23.7407 |  |
| TIT-ETD | MAIN | 02/16/2001 | -4.0000 DOZ | 15.7200 | -62.88 |
|  | 5030 | 45 | 4.0000 | 15.7200 | 0.00 |
| No longer stocked |  |  | 0.0000 | 15.7200 |  |
| TIT-BTP | MAIN | 02/16/2001 | -4.0000 DOZ | 2.8450 | -11.38 |
|  | 5030 | 45 | 4.0000 | 2.8450 | 0.00 |
| No longer stocked |  |  | 0.0000 | 2.8450 |  |
| $\overline{\text { TIT-DCl }}$ | MAIN | 02/16/2001 | $-10.0000 \mathrm{EACH}$ | 549.7760 | -5497.76 |
|  | 5030 | 45 | 10.0000 | 549.7760 | 0.00 |
| No longer stocked |  |  | 0.0000 | 549.7760 |  |
| TIT-PP | MAIN | 02/16/2001 | $-5.0000 \mathrm{EACH}$ | 79.1360 | -395.68 |
|  | 5030 | 45 | 5.0000 | 79.1360 | 0.00 |
| No longer stocked |  |  | 0.0000 | 79.1360 |  |
| TIT-TIW | $\begin{aligned} & \mathrm{MAIN} \\ & 5030 \end{aligned}$ | $\begin{aligned} & 02 / 16 / 2001 \\ & 45 \end{aligned}$ | $\begin{aligned} & -7.0000 \mathrm{EACH} \\ & 7.0000 \end{aligned}$ | $\begin{aligned} & 559.1943 \\ & 559.1943 \end{aligned}$ | $\begin{array}{r} -3914.36 \\ 0.00 \end{array}$ |
| No longer stocked |  |  | 0.0000 | 559.1943 |  |
| 18HOLES | MAIN | 11/12/2001 | 1 EACH | 28.5600 | 28.56 |
| Green fee - 18 holes | 5030 | 46 | $-1 \mathrm{EACH}$ | 28.5632 | 0.00 |
|  |  |  | $\bigcirc \mathrm{EACH}$ | 28.5632 |  |
| 9HOLES <br> Greens fees-9 holes | MAIN | 11/12/2001 | 1 EACH | 10.8100 | 10.81 |
|  | 5030 | 46 | $\begin{array}{rl} -1 & \mathrm{EACH} \\ 0 & \mathrm{EACH} \end{array}$ | $\begin{aligned} & 10.8142 \\ & 10.8142 \end{aligned}$ | 0.00 |
| $\begin{aligned} & \text { CART } \\ & \text { Cart Fee } \end{aligned}$ | $\begin{aligned} & \hline \text { MAIN } \\ & 5030 \end{aligned}$ | $\begin{aligned} & 11 / 12 / 2001 \\ & 46 \end{aligned}$ | 1 EACH -1 EACH | 4.3500 4.3522 | $\begin{aligned} & 4.35 \\ & 0.00 \end{aligned}$ |
|  |  |  | $\bigcirc \mathrm{EACH}$ | 4.3522 |  |
| WALK <br> Pull cart fee | MAIN | 11/12/2001 | 1 EACH | 3.8400 | 3.84 |
|  | 5030 | 46 | -1 EACH | 3.8357 | 0.00 |
|  |  |  | $\bigcirc \mathrm{EACH}$ | 3.8357 |  |

## Physical Count History

## PURPOSE

The Physical Count History allows you to retrieve information about previously posted physical count transactions.

## Select Inventory / Reports / History / Physical Count History



## Physical Count History

## History



## Quick Assemblies History *

## PURPOSE

The Quick Assemblies History allows you to retrieve information about previously posted quick assembly transactions.

## Select Inventory / Reports / History / Quick Assemblies History


(* Enterprise Edition Only)

History


## Quick Transfers History *

## PURPOSE

The Quick Transfers History allows you to retrieve information about posted quick transfers.

## Select Inventory / Reports / History / Quick Transfers History



[^1]History

FOR DEMON STRATION PURPOSES ONLY
Quick Transfers History

Cell detail: Grid view
Print serial numberdetail
Order by Event \#, Bat ID, Item \#, From-location, To-location, Trxdate, Seq \#

| Item \# | Trx date Vendor\# | Quantity Unit | From cost | From ext cost |
| :---: | :---: | :---: | :---: | :---: |
| Description | From-to location |  | From unit retail | From ext retail |
| Xfer \# | Event \# |  | From tot cost corr | Misc charge |
| Bat ID |  |  | To cost corr |  |
| Reference |  |  |  |  |
| APL-HAT | 11/14/2001 ADAMS | 10 EACH | 4.2720 | 42.72 |
| Golf hat with logo | From MAIN TO STORAGE |  | 12.99 | 129.90 |
| 40001 | 54 |  | 0.0000 | 0.00 |
| MGR |  |  | 0.0000 |  |
| Too many at the store |  |  |  |  |
| APL-SHIRT | 11/14/2001 | 20.0000 EACH | 14.5340 | 290.68 |
| Golf shirt with logo | From MAIN TO STORAGE |  | 19.9900 | 399.80 |
| 40002 | 54 |  | 0.0000 | 0.00 |
| MGR |  |  | 0.0000 |  |
| Too many at the store. |  |  |  |  |
| APL-SHOES | 11/14/2001 | 10.0000 EACH | 64.6800 | 646.80 |
| Golfshoes-Mens 40003 | From MAIN To STORAGE 54 |  | 89.9900 0.0000 | 899.90 0.00 |
| MGR |  |  | 0.0000 |  |
| T00 many at the store. |  |  |  |  |
| APL-SHORTS | 11/14/2001 | 10.0000 EACH | 14.5340 | 145.34 |
| Golf shorts with logo 40004 | From MAIN To STORAGE 54 |  | 19.9900 0.0000 | $\begin{array}{r} 199.90 \\ 0.00 \end{array}$ |
| MGR |  |  | 0.0000 |  |
| Too many at the store. |  |  |  |  |
| APL-UMB | 11/14/2001 ADAMS | 10 EACH | 7.8890 | 78.89 |
| Golf umbrella 40005 | From MAIN To STORAGE 54 |  | 14.99 0.0000 | $\begin{array}{r} 149.90 \\ 0.00 \end{array}$ |
| M GR |  |  | 0.0000 |  |
| Too many at the store. |  |  |  |  |
| APL-SHOES | 09/30/2002 | 2.0000 EACH | 64.6800 | 129.36 |
| Golfshoes-Mens-1 size 100002 | From STORAGE TO MAIN 700071 |  | 89.9900 0.0000 | 179.98 0.00 |
| MGR |  |  | 0.0000 |  |
| ADM-TL5 | 02/14/2004 ADAMS | 2 EACH | 267.6850 | 535.37 |
| Adams Tight Lies 5 Wood 100008 | From MAIN To STORAGE 700104 |  | 349.99 0.0000 | $\begin{array}{r} 699.98 \\ 0.00 \end{array}$ |
| MGR |  |  | 0.0000 |  |
| DUN-DDH | 09/20/2003 DUNLOP | 7 DOZ | 21.0814 | 147.57 |
| Dunlop DDH 110 Balls | From MAIN To STORAGE |  | 29.99 | 209.93 |
| 100009 | 700104 |  | 0.0000 | 0.00 |
| MGR |  |  | 0.0000 |  |
| Receiver \# 100018 from PO \# 100007 |  |  |  |  |
| DUN-DIS | 09/20/2003 DUNLOP | 6 DOZ | 7.4850 | 44.91 |
| Dunlop Distance Balls | From MAIN To STORAGE |  | 27.99 | 167.94 |
| 100009 | 700104 |  | 0.0000 | 0.00 |
| MGR |  |  | 0.0000 |  |
| Receiver \# 100018 from PO \# 100007 |  |  |  |  |
| DUN-TI | 09/20/2003 DUNLOP | 4 DOZ | 14.9525 | 59.81 |
| Dunlop Titanium Balls | From MAIN TO STORAGE |  | 28.99 | 115.96 |
| 100009 | 700104 |  | 0.0000 | 0.00 |
| MGR |  |  | 0.0000 |  |
| Receiver $=100018$ from PO $=100007$ |  |  |  |  |
| ADM-TL7 | 07/21/2004 ADAMS | 5 EACH | 267.6860 | 1,338.43 |
| Adams Tight Lies 7 Wood 100011 | From MAIN To STORAGE 700114 |  | 349.99 0.0000 | $\begin{array}{r} 1,749.95 \\ 0.00 \end{array}$ |
| MGR |  |  | 0.0000 |  |
| Too many in the store. |  |  |  |  |
| ADM-TL7 | 06/28/2005 ADAMS | 1 EACH | 267.6900 | 267.69 |
| Adams Tight Lies 7 Wood 100013 | From STORAGE To MAIN 700126 |  | 349.99 0.0000 | $\begin{array}{r} 349.99 \\ 0.00 \end{array}$ |
| MGR |  |  | 0.0000 |  |

## Reconcile History*

## PURPOSE

The Reconcile History allows you to retrieve either detailed or summarized information about inventory transfers that have been automatically reconciled by CounterPoint. (CounterPoint assumes that received quantities are correct.)

## Select Inventory / Reports / History / Reconcile History


(* Enterprise Edition Only)

## History - Detail



## History - Summary



## (* Enterprise Edition Only)

## Transfer In History *

## PURPOSE

The Transfer In History allows you to retrieve detailed or summarized information about merchandise included on a posted transfer in.

## Select Inventory / Reports / History / Transfer In History


(* Enterprise Edition Only)

## History - Detail

| Date 5/29/2007 Time11:54:07AM |  |  |  |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Transfer In History - Detail |  |  |  |  |  |  |  |
| Celldetail: Grid view |  |  |  |  |  |  |  |
| Cell qty to print:Qty transferred |  |  |  |  |  |  |  |
| Print serial numberdetail |  |  |  |  |  |  |  |
| $*$ - Added during entry |  |  |  |  |  |  |  |
| Order by Transfer \#, Sequence \# |  |  |  |  |  |  |  |
|  |  |  |  | $10 / 18 / 03$ |  | Subtotal | 629.74 |
| Bat ID MGR | Transfer to | STORAGE | Received by | MGR |  | Added misc cha | 0.00 |
| Event \# 700093 |  |  |  |  |  | Total | 629.74 |
| Item \# | Item description | Transferunit | Qty expected | Qty recod | New expected | ransfer out miso | To ext cost |
| ADM-VMI | Adams VMI Irons, Set | EACH | 1 | 1 | 0 | 0.00 | 506.16 |
| ADM-VMI-P | Adams VMI Putter | EACH | 5 | 2 | 3 | 0.00 | 82.38 |
| Transfer \# 100005 totals | 4 lines |  | 11 | 7 | 4 | 0.00 | 1,218.28 |
| Transfer \# 100006 <br> Bat ID MGR | Transfer from Transfer to | $\begin{aligned} & \text { MAIN } \\ & \text { STORAGE } \end{aligned}$ | Date received Received by | $\begin{aligned} & \text { 2/14/04 } \\ & \text { MGR } \end{aligned}$ |  | Subtotal | $\begin{array}{r} 425.77 \\ 0.00 \end{array}$ |
|  |  |  |  |  |  | Added misc cha | $425.77$ |
| Item \# | Item description | Transfor unit | Qty expected | Qty reowd | New expected | -ransfer out miso | To ext cost |
| ADM-TL9 | Adams Tight Lies 9 W oo | d EACH | 2 | 2 | 0 | 0.00 | 425.77 |
| Transfer \# 100007 | Transfer from | MAIN | Date received | 7/21/04 |  | Subtotal | 267.69 |
| Bat ID MGR | Transfer to | STORAGE | Received by | MGR |  | Added misc cha | 0.00 |
| Event \# 700113 |  |  |  |  |  | Total | 267.69 |
| Item \# | Item description | Transfer unit | Qty expected | Qty reowd | New expected | -ransfer out miso | To ext cost |
| ADM-TL3 | Adams Tight Lies 3 Woo | d EACH | 1 | 1 | 0 | 0.00 | 267.69 |
|  |  |  | Date received | 6/28/05 |  | Subtotal | 506.16 |
| Bat ID MGR | Transfer to | STORAGE | Received by | MGR |  | Added misc cha | 0.00 |
| Event \# 700125 |  |  |  |  |  | Total | 506.16 |
| Item \# | Item descriotion | Transfer unit | Qty expected | Qty reowd | New expected | ransfer out miso | To ext cost |
| ADM-VMI | Adams VMI Irons, Set | EACH | 1 | 1 | 0 | 0.00 | 506.16 |

## History - Summary


(* Enterprise Edition Only)

## Transfer Out History*

## PURPOSE

The Transfer Out History allows you to retrieve detailed or summarized information about merchandise included on a posted transfer out.

## Select Inventory / Reports / History / Transfer Out History


(* Enterprise Edition Only)

## Transfer Out History*

History - Detail

| Date 5/29/2007 | Time11:5 |  | FOR DEMON STRATION PURPOSES ONLY <br> Transfer Out History - Detail |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cell detail: Grid view <br> Cell qty to print: Qty trans ferred <br> Print serial numberdetail <br> Orderby Transfer \#. Sequence \# |  |  |  |  |  |  |  |
| Transfer \# <br> Bat ID <br> Status <br> Event \# | $\begin{aligned} & 100005 \\ & \text { MGR } \\ & \text { Complete } \\ & 700081 \end{aligned}$ | Transfer from Transfer to Open lines | $\begin{aligned} & \text { MAIN } \\ & \text { STORAGE } \\ & 0 \end{aligned}$ | Ship date <br> Shipped by | $\begin{aligned} & \text { 9/20/03 } \\ & \text { MGR } \end{aligned}$ |  | $\begin{array}{r} 1,218.27 \\ 0.00 \\ 1,218.27 \end{array}$ |
| Item $\#$ |  | Item descriotio |  | Tr | eraty Unit | From ext cost |  |
| ADM-VMI |  | Adams VMI Iro | Set |  | 2 EACH | 1,012.31 |  |
| ADM-VMI-P |  | Adams VMI Pu |  |  | 5 EACH | 205.96 |  |
| Transfer \# 100005 totals |  |  | 2 lines |  | 7 | 1,218.27 |  |
| Transfer \# <br> Bat ID <br> Status <br> Event \# | $\begin{aligned} & 100006 \\ & \text { MGR } \\ & \text { Complete } \\ & 700092 \\ & \hline \end{aligned}$ | Transfer from Transfer to Open lines | MAIN STORAGE 0 | Ship date <br> Shipped by | $\begin{aligned} & \text { 9/20/03 } \\ & \text { MGR } \end{aligned}$ | Subtotal Misc charge Total | $\begin{array}{r} 425.77 \\ 0.00 \\ 425.77 \end{array}$ |
| Item \# |  | Item descriotion |  | Transfer aty Unit |  | From ext cost |  |
| ADM-TL9 |  | Adams Tight Lies 9 Wood |  | 2 EACH |  | 425.77 |  |
| Transfer \# <br> Bat ID <br> Status <br> Event \# | $\begin{aligned} & 100007 \\ & \text { MGR } \\ & \text { Complete } \\ & 700102 \\ & \hline \end{aligned}$ | Transfer from Transfer to Open lines | MAIN STORAGE 0 | Ship date Shipped by | $\begin{aligned} & \text { 2/14/04 } \\ & \text { MGR } \end{aligned}$ | Subtotal Misc charge Total | $\begin{array}{r} 267.69 \\ 0.00 \\ 287.69 \end{array}$ |
| Item $\#$ |  | Item descriotion |  | Transferaty Unit |  | From ext cost |  |
| ADM-TL3 |  | Adams Tight Lies 3 Wood |  | 1 EACH |  | 267.69 |  |

## History - Summary

| Date 5/29/2007 | Time11:56:36AM |  | FOR DEMON STRATION PURPO SES ONLY <br> Transfer Out History - Summary |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Order by Transfer \#, Sequence \# |  |  |  |  |  |  |  |
| Transfer \# <br> Bat ID <br> Status <br> Event \# | $\begin{aligned} & 100005 \\ & \text { MGR } \\ & \text { Complete } \\ & 700081 \end{aligned}$ | Transfer from Transfer to Open lines | $\begin{aligned} & \text { MAIN } \\ & \text { STORAGE } \\ & 0 \end{aligned}$ | Ship date <br> Shipped by | $\begin{aligned} & \text { 9/20/03 } \\ & \text { MGR } \end{aligned}$ | Subtotal Misc charge Total | $\begin{array}{r} 1,218.27 \\ 0.00 \\ 1,218.27 \end{array}$ |
| $\begin{aligned} & \text { Transfer \# } \\ & \text { Bat ID } \\ & \text { Status } \end{aligned}$ | $\begin{aligned} & 100006 \\ & \text { MGR } \\ & \text { Complete } \end{aligned}$ | Transfer from Transfer to Open lines | $\begin{aligned} & \text { MAIN } \\ & \text { STORAGE } \\ & 0 \end{aligned}$ | Ship date <br> Shipped by | $\begin{aligned} & \text { 9/20/03 } \\ & \text { MGR } \end{aligned}$ | Subtotal Misc charge Total | $\begin{array}{r} 425.77 \\ 0.00 \\ 425.77 \end{array}$ |
| Event \# | 700092 |  |  |  |  |  |  |
| Transfer \# <br> Bat ID <br> Status <br> Event \# | $\begin{aligned} & 100007 \\ & \text { MGR } \\ & \text { Complete } \\ & 700102 \end{aligned}$ | Transfer from Transfer to Open lines | $\begin{aligned} & \text { MAIN } \\ & \text { STORAGE } \\ & 0 \end{aligned}$ | Ship date <br> Shipped by | $\begin{aligned} & \text { 2/14/04 } \\ & \text { MGR } \end{aligned}$ | Subtotal Misc charge Total | $\begin{array}{r} 287.69 \\ 0.00 \\ 287.69 \end{array}$ |
| Transfer \# Bat ID Status | $\begin{aligned} & 100010 \\ & \text { MGR } \\ & \text { Complete } \end{aligned}$ | Transfer from Transfer to Open lines | MAIN STORAGE 0 | Ship date <br> Shipped by | $\begin{aligned} & \hline 7 / 21 / 04 \\ & \text { MGR } \end{aligned}$ | Subtotal Misc charge Total | $\begin{array}{r} 506.16 \\ 0.00 \\ 506.16 \end{array}$ |
| Event \# | 700112 |  |  |  |  |  |  |
| $\begin{aligned} & \text { Transfer \# } \\ & \text { Bat ID } \\ & \text { Status } \end{aligned}$ | $\begin{aligned} & 100012 \\ & \text { MGR } \\ & \text { Complete } \end{aligned}$ | Transfer from Transfer to Open lines | $\begin{aligned} & \text { STORAGE } \\ & \text { MAIN } \\ & 0 \end{aligned}$ | Ship date <br> Shipped by | $\begin{aligned} & 6 / 28 / 05 \\ & \text { MGR } \end{aligned}$ | Subtotal Misc charge Total | $\begin{array}{r} \hline 267.69 \\ 0.00 \\ 267.69 \end{array}$ |
| Event \# | 700124 |  |  |  |  |  |  |

(* Enterprise Edition Only)

## SECTION 3: CUSTOMER REPORTS

## Reports

Aging ..... 2
Calculate Finance Charges ..... 6
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## Aging

## PURPOSE

The Aging Report is part of the Receivables Option and lets you see either a detailed or summarized report of $A / R$ customer balance information for each defined aging period for your company. This report ages your customers accounts based on document date or due date, and highlights those who owe past due amount. By selecting to see only customers who owe past due amounts, this report can be used as a Collections report.

## Select Customers / Reports / Aging



Filtering on the Customer table allows you to limit which customers and documents appear on the report.


## Customer Aging Detail



## Aging

## Customer Aging Detail With Apply Balances



## Customer Aging Apply Balances Only



Customer Aging Balances Only


## Calculate Finance Charges

## PURPOSE

The Calculate Finance Charges Report is part of the Receivables Option and lets you calculate finance charges either as a preview operation or in conjunction with creating finance charge transactions.

## Select Customers / Finance Charges / Calculate Finance Charges



Filtering on the Customer table allows you to limit which customers appear on the report.


## Calculate Finance Charges



## Customers

## PURPOSE

The Customers Report lets you see either a full or brief report of the information for your on-file customers.

## Select Customers / Reports / Customers

Filtering on the Customers table allows you to limit which customers appear on the report.


## Full

| Date: 11/17/2005 Time: 6:22:36AM |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |

## Brief

| Date: 6/14/2005 Time: 8:18:11AM |  |  |  |  |  |  | Page: 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| FOR DEMONSTRATION PURPOSES ONLY |  |  |  |  |  |  |  |
| Customer List - Brief |  |  |  |  |  |  |  |
| Order by C ustomer* |  |  |  |  |  |  |  |
| Name | Customer \# | Address 1 | City | State | Zip code | Contact 1 | Phone 1 |
| Bill Baker | 1000 | 1426 Millstream Parkway | Memphis | TN | 38120 |  | 321-455-1836 |
| John Lincoln | 1001 | 1925 Whondermist Dr. | Memphis | TN | 38120 |  | 321.455-1864 |
| Brian Schmidt | 1002 | 921 Tuckerman Rd. | Memphis | TN | 38121 |  | 321-456-7788 |
| Carol Dawn | 1003 | 1438 Corporate Lane | Memphis | TN | 38118 |  | $321.443-5436$ |
| Cash Customer | CASH |  | Memphis | TN | 38120 |  |  |
| Template customer | TEMPLATE |  | Memphis | TN |  |  |  |

6 record(s) printed.

## Loyalty Points *

## PURPOSE

The Loyalty Points Report lets you see either a full or brief report of the information for your loyalty programs.

## Select Customers / Reports / Loyalty Points



Filtering on the Customer and Loyalty Program tables allows you to limit which customers and which loyalty programs appear on the report.

(* Enterprise Edition Only)

## Full



## Brief

| Customer \# | Name | Loyalty program | Points balance |
| :---: | :---: | :---: | :---: |
| 1000 | Bill Baker | LOYAL-1 | 10.000 |
| 1001 | John Lincoln | LOYAL- 1 | 10.000 |
| 1002 | Brian Schmidt | LOYAL- 1 | 10.000 |
| 1003 | Carol Dawn | LOYAL- 1 | 10.000 |
| Report totals: |  |  |  |
|  | $\begin{aligned} & \text { program(s) } \\ & \text { er(s) } \end{aligned}$ | Loyalty pts bal | 40,000 |

(* Enterprise Edition Only)

## Open and Unposted Documents

## PURPOSE

The Open and Unposted Documents Report lets you see all open A/R activity for a particular customer. Open and unposted documents include: A/R Open items, Customer adjustments, Cash receipts, Ticket payments, etc. Use this report to justify the customer's balance information (Unposted balance, Order balance, Layaway balance, Number of orders, and Number of layaways).

## Select Customers / Reports / Open and Unposted Documents

| 欭 Open and Unposted Documents - -\|a|x |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |
| Customel \|openlunosested A D Documens $\mid$ |  |  |  |  |  |  |  |
| Custone \# $\square$ (1)(3) |  |  |  |  |  |  |  |

Filtering on the Customer and Open/Unposted AR Documents tables allows you to limit which customers and documents appear on the report.



## Point History *

## PURPOSE

The Loyalty Point History Report lets you see either a detailed or summarized report of earned, redeemed, or adjusted point information for your loyalty programs.

## Select Customers / Reports / Point History



Filtering on the Customer, Loyalty Program, and Loyalty Points History tables allows you to limit which customers, loyalty programs, and point history appear on the report.


## Detail

| Date 9/7/2006 | 6 Time 5 | :03:48PM |  | FOR DEMONSTRATION PURPOSES ONLY Customer Loyalty Point History - Detail |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Include item detail Inlcude document detail Include customers with at least: |  |  |  |  |  |  |  |  |
| 0 Points eamed |  |  |  | 0 Earn docs |  |  |  |  |
| 0 Points rdm |  |  |  | 0 Redeem docs |  |  |  |  |
| 0 Points adj |  |  |  | 0 Adjustment doos |  |  |  |  |
| From 01/01/2006 To 09/07/2006 |  |  |  |  |  |  |  |  |
| Customer \# Name | $\begin{aligned} & 1000 \\ & \text { Bill Baker } \end{aligned}$ |  |  | Loyalty program Loyalty card \# | LOYAL-1 |  | Loyalty pts bal | 10,000 |
|  | Total points earnd |  |  | 0 | Total points rdm | 0 | Total points adjusted | 10,000 |
|  | Last points eamedLast earn tht no |  |  |  | Last points rdm | 0 | Last points adj qty | 10,000 |
|  | Last earn tht no <br> Last earning |  |  |  | Last rdm tht no Last rdm date |  | Last adj doc \# Last adj date | 3/19/06 |
| Customer\# |  |  |  |  |  |  |  |  |
| Trxdate D | Document \# | Posted | Type | Event \# | Total points | Points earned | Points rdm | Points adj |
| 1000 |  |  |  |  |  |  |  |  |
| 3/1906 |  | $Y$ | Points Adjustment | 700153 | 10,000 | 0 | 0 | 10,000 |
| Customer\# 1000 totals: |  |  |  |  | Total docs Total points | Earn does <br> Points eamed | Redeem docs Points rdm | Adjustment docs Points adj |
|  |  |  |  |  | 1 | 0 | 0 | 1 |
|  |  |  |  |  | 10,000 | 0 | 0 | 10,000 |

## Summary



## (* Enterprise Edition Only)

## Point Redemptions *

## PURPOSE

The Loyalty Point Redemptions Report lets you see either a detail or summarized report of the redeemed point information for your loyalty program customers.

## Select Customers / Reports / Point Redemptions



Filtering on the Item, Ticket History, and Ticket History Line tables allows you to limit which items appear on the report.


## Detail

| Customer Loyalty Point Redemptions - Detail |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Inlcude document detail Include items with at least: |  |  |  |  |  |  |  |
| 0.00 Amt paid with pts <br> 0 Qty paid for with pts |  |  |  |  |  |  |  |
| Date range: To 09/11/2006 |  |  |  |  |  |  |  |
| Orderby: Item \# |  |  |  |  |  |  |  |
| Hem \# |  | Description |  |  |  |  |  |
| Ticket date | Ticket \# | Store | Qty sid | Price | Ext pro | Ant paid with pts | Qty paid forwith pts |
| 18HOLES |  | Green |  |  |  |  |  |
| 7/12/06 | 100198 | MAIN | 1 | 32.40 | 32.40 | 32.40 | 1 |
| 18HOLES totals: |  |  |  |  |  | 32.40 | 1 |
| Report totals: |  |  |  |  |  | 32.40 | 1 |
| .. End ofreport .. |  |  |  |  |  |  |  |

## Summary


(* Enterprise Edition Only)

## Purge Inactive Customers

## PURPOSE

The Purge Inactive Customers Report lets you see a list of inactive customers who are eligible to be purged based on user-specified information. After previewing the report you can select to "Purge" the customers. You should select to print the report prior to purging, because while history of the event is captured, it does not show which customers were purged.

## Select Customers / Utilities / Purge Inactive Customers



Filtering on the Customer table allows you to limit which customers appear on the report.


## Purge Inactive Customers



## Recalculate Customer Balances

## PURPOSE

The Recalculate Customer Balances Report lets you see either a detailed or summarized report of any discrepancies between $A / R$ customers' unposted balances and the supporting transactions or documents. After previewing the report, you can select to Recalc the customers' balances based on open transactions and A/R activity. The report prints in order by Customer number.

## Select Customers / Utilities / Recalc Customer Balances



Filtering on the Customer table allows you to limit which customers appear on the report.


## Recalculate Customer Balances

| Date 9/11/2006 Time 7:45:44AM |  |  |  |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FOR DEMONSTRATION PURPOSES ONLY |  |  |  |  |  |
|  |  | Recalo Customer Balances (Preview Only) |  |  |  |  |  |
| Show transactions Order by:Customer\# |  |  |  |  |  |  |  |
| Customer \# | Name | Customer bal Open item bal Difference | Unposted bal Unpostedtrx bal Difference | \#ords \#ordtrx Difference | Ord bal Ord trx bal Difference | \#lwys \#lwytrx Difference | Lwy bal Lwy trx bal Difference |
| 1002 | Brian Schmidt | 1,465.48 | 0.00 | 1 | 108.99 | 1 | 88.09 |
|  |  | 1,465.48 | 0.00 | 0 | 0.00 | 1 | 88.09 |
|  |  | 0.00 | 0.00 | -1 | -108.99 | 0 | 0.00 |
| 1003 | Carol Dawn |  | 0.00 | 1 | 108.99 | 0 | 0.00 |
|  |  | 0.00 | 0.00 | 0 | 0.00 | 0 | 0.00 |
|  |  | 0.00 | 0.00 | - 1 | -108.99 | 0 | 0.00 |

End of report ..

## Statements

## PURPOSE

Statements are a part of the Receivables Option and lets you see and print either detailed or summarized statements for your A/R customers. The customers who meet the filter criteria are "aged" prior to printing statements. When printing statements you can use CounterPoint's pre-printed forms, or you can use your own customized forms.

## Select Customers / Reports / Statements



Filtering on the Customer table allows you to limit which customers appear on the report.



## Cash Receipts

## PURPOSE

The Cash Receipts Journal allows you to retrieve detailed or summarized information about posted cash receipt transactions.

## Select Customers / Reports / Journals / Cash Receipts



Cash Receipts

Journal - Detail


## Journal - Summary



## Customer Adjustments

## PURPOSE

The Customer Adjustments Journal allows you to retrieve information about posted adjustments to an A/R customer's account.

## Select Customers / Reports / Journals / Adjustments




## Finance Charges

## PURPOSE

The Finance Charges Journal allows you to retrieve information about posted finance charges transactions.

## Select Customers / Reports / Journals / Finance Charges



Finance Charges

## Journal

```
Date 11/13/2007 Time 12:15:45PM
```

Finance Charges Journal


## Point Adjustments *

## PURPOSE

The Loyalty Point Adjustments Journal lets you retrieve information about posted adjustments to a customer's loyalty point total.

## Select Customers / Reports / Journals / Point Adjustments


(* Enterprise Edition Only)

## Journal


(* Enterprise Edition Only)

## Cash Receipts History

## PURPOSE

The Cash Receipts History allows you to retrieve detailed or summarized information about posted cash receipt transactions.

## Select Customers / Reports / History / Cash Receipts



## History - Detail

| Date 11/13/2007 Time 12:21:58PM |  |  |  |  |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| FOR DEMON STRATION PURPO SES ONLY <br> Cash Receipts History - Detail |  |  |  |  |  |  |  |  |
| Order by: Event \#, Customer \#, Doc \# |  |  |  |  |  |  |  |  |
| Bat ID <br> Doc \# <br> Reference | Customer \# Name | Date | Event \# | Pay code Entry seq \# | Pay type | Amt received | Total writeoff | Disc taken |
| Apply to \# |  | Doc date | Doc type |  |  | Amt applied | Writeoff amt | Disc amt |
| $\begin{aligned} & \text { MGR } \\ & 5642 \end{aligned}$ | $\begin{aligned} & 1000 \\ & \text { Bill Baker } \end{aligned}$ | 02/15/2001 | 13 | $\begin{aligned} & \mathrm{CHECK} \\ & 1 \end{aligned}$ | Cheok | 200.00 | 0.00 | 0.00 |
| 100105 |  | 02/15/2001 | Ticket |  |  | 200.00 | 0.00 | 0.00 |
| $\begin{aligned} & \text { MGR } \\ & 45781 \end{aligned}$ | $\begin{aligned} & 1002 \\ & \text { Brian Schmidt } \end{aligned}$ | 02/15/2001 | 13 | $\begin{aligned} & \mathrm{CHECK} \\ & 2 \end{aligned}$ | Check | 150.00 | 0.00 | 0.00 |
| 100107 |  | 02/15/2001 | Ticket |  |  | 150.00 | 0.00 | 0.00 |
| $\begin{aligned} & \text { MGR } \\ & 1030 \end{aligned}$ | $\begin{aligned} & 1000 \\ & \text { Bill B aker } \end{aligned}$ | 09/30/2002 | 700073 | $\begin{aligned} & \text { CHECK } \\ & 1 \end{aligned}$ | Check | 150.00 | 0.00 | 0.00 |
| 100105 |  | 02/15/2001 | Ticket |  |  | 150.00 | 0.00 | 0.00 |
| $\begin{aligned} & \text { MGR } \\ & 34512 \end{aligned}$ | $\begin{aligned} & 1000 \\ & \text { Bill B aker } \end{aligned}$ | 01/04/2003 | 700083 | $\mathrm{CHECK}$ $1$ | Check | 150.00 | 0.00 | 0.00 |
| 100105 |  | 02/15/2001 | Ticket |  |  | 150.00 | 0.00 | 0.00 |
| $\begin{aligned} & \text { MGR } \\ & 32451 \end{aligned}$ | $\begin{aligned} & 1000 \\ & \text { Bill B aker } \end{aligned}$ | 09/20/2003 | 700095 | $\begin{aligned} & \mathrm{CHECK} \\ & 1 \end{aligned}$ | Check | 35.00 | 0.00 | 0.00 |
| 100105 |  | 02/15/2001 | Ticket |  |  | 35.00 | 0.00 | 0.00 |
| $\begin{aligned} & \text { MGR } \\ & 5784 \end{aligned}$ | $\begin{aligned} & 1002 \\ & \text { Brian Schmidt } \end{aligned}$ | 02/14/2004 | 700106 | CHECK 1 | Cheok | 15.00 | 0.00 | 0.00 |
| 100107 |  | 02/15/2001 | Ticket |  |  | 15.00 | 0.00 | 0.00 |
| $\begin{aligned} & \text { MGR } \\ & 89302 \end{aligned}$ | $\begin{aligned} & 1000 \\ & \text { Bill B aker } \end{aligned}$ | 07/21/2004 | 700116 | $\begin{aligned} & \text { CHECK } \\ & 1 \end{aligned}$ | Check | 175.00 | 0.00 | 0.00 |

## History - Summary

| Date 11/13/2007 Time 12:22:34PM |  |  | FOR C | STRATION P ceipts History | URPOSES <br> - Summar |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Order by: Event \#, Customer \#, Doo \% |  |  |  |  |  |  |  |  |
| Bat ID <br> Doc \# <br> Reference | Customer \# Name | Date | Event \# | Pay code <br> Entry seq \# | Pay type | Amt received | Total writeoff | Disc taken |
| $\begin{aligned} & \text { MGR } \\ & 5642 \end{aligned}$ | $\begin{aligned} & 1000 \\ & \text { Bill B aker } \end{aligned}$ | 02/15/2001 | 13 | $\begin{aligned} & \text { CHECK } \\ & 1 \end{aligned}$ | Check | 200.00 | 0.00 | 0.00 |
| $\begin{aligned} & \text { MGR } \\ & 45781 \end{aligned}$ | $\begin{aligned} & 1002 \\ & \text { Brian Schmidt } \end{aligned}$ | 02/15/2001 | 13 | $\begin{aligned} & \mathrm{CHECK} \\ & 2 \end{aligned}$ | Check | 150.00 | 0.00 | 0.00 |
| $\begin{aligned} & \text { MGR } \\ & 1030 \end{aligned}$ | $\begin{aligned} & 1000 \\ & \text { Bill B aker } \end{aligned}$ | 09/30/2002 | 700073 | $\begin{aligned} & \text { CHECK } \\ & 1 \end{aligned}$ | Check | 150.00 | 0.00 | 0.00 |
| $\begin{aligned} & \text { MGR } \\ & 34512 \end{aligned}$ | $\begin{aligned} & 1000 \\ & \text { Bill B aker } \end{aligned}$ | 01/04/2003 | 700083 | $\begin{aligned} & \mathrm{CHECK} \\ & 1 \end{aligned}$ | Check | 150.00 | 0.00 | 0.00 |
| $\begin{aligned} & \text { MGR } \\ & 32451 \end{aligned}$ | $\begin{aligned} & 1000 \\ & \text { Bill B aker } \end{aligned}$ | 09/20/2003 | 700095 | CHECK $1$ | Check | 35.00 | 0.00 | 0.00 |
| $\begin{aligned} & \text { MGR } \\ & 5784 \end{aligned}$ | $\begin{aligned} & 1002 \\ & \text { Brian Schmidt } \end{aligned}$ | 02/14/2004 | 700106 | $\begin{aligned} & \mathrm{CHECK} \\ & 1 \end{aligned}$ | Cheok | 15.00 | 0.00 | 0.00 |
| $\begin{aligned} & \text { MGR } \\ & 89302 \end{aligned}$ | $\begin{aligned} & 1000 \\ & \text { Bill B aker } \end{aligned}$ | 07/21/2004 | 700116 | $\begin{aligned} & \text { CHECK } \\ & 1 \end{aligned}$ | Check | 175.00 | 0.00 | 0.00 |
| $\begin{aligned} & \text { MGR } \\ & 10931-1 \end{aligned}$ | $\begin{aligned} & 1000 \\ & \text { Bill B aker } \end{aligned}$ | 06/28/2005 | 700128 | $\begin{aligned} & \text { CHECK } \\ & 1 \end{aligned}$ | Check | 15.75 | 0.00 | 0.00 |

## Customer Adjustments History

## PURPOSE

The Customer Adjustments History allows you to retrieve information about posted adjustments to an A/R customer's account.

## Select Customers / Reports / History / Adjustments



## Customer Adjustments History

Order by. Event \#, Customer \#, Doodate, DocF, Dootype

| Customer \# Name Event \# Reference | Doc\# <br> Doc date <br> Doc type <br> Bat ID | Apply-to doc\# Apply-to doc date Apply-to doc type Apply to method | Account \# Store Sls rep | Terms code Due date Discount dat $\epsilon$ | Discount \% | Amount |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| ```1000 Bill Baker 53 Credit - product was soratched``` | $\begin{aligned} & 100105 \mathrm{CR} \\ & 11 / 14 / 2001 \\ & \text { Credit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & 100105 \\ & 02 / 15 / 2001 \\ & \text { Ticket } \\ & \text { Document } \end{aligned}$ | $\begin{aligned} & 4010 \\ & \text { MAIN } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & \hline \text { NET30 } \\ & 12 / 14 / 2001 \\ & 11 / 14 / 2001 \end{aligned}$ | 0.00 | $-12.50$ |
| $\begin{aligned} & 1000 \\ & \text { Bill Baker } \\ & 700072 \\ & \text { Discount not given at time of sale } \end{aligned}$ | $\begin{aligned} & 1217 \\ & \text { 09/30/2002 } \\ & \text { Credit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & 100105 \\ & 02 / 15 / 2001 \\ & \text { Ticket } \\ & \text { Document } \end{aligned}$ | $\begin{aligned} & 4120 \\ & \text { MAIN } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & \text { NET30 } \\ & 10 / 30 / 2002 \\ & 09 / 30 / 2002 \end{aligned}$ | 0.00 | $-15.00$ |
| $\begin{aligned} & 1002 \\ & \text { Brian Schmidt } \\ & 700082 \end{aligned}$ | $\begin{aligned} & 100107 \mathrm{CR} \\ & 01 / 04 / 2003 \\ & \text { Credit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & 100107 \\ & 02 / 15 / 2001 \\ & \text { Ticket } \\ & \text { Document } \end{aligned}$ | $\begin{aligned} & 4120 \\ & \text { MAIN } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & \text { NET30 } \\ & 02 / 03 / 2003 \\ & 01 / 04 / 2003 \end{aligned}$ | 0.00 | $-10.00$ |
| $\begin{aligned} & 1002 \\ & \text { Brian Schmidt } \\ & 700094 \end{aligned}$ | $\begin{aligned} & \text { 45781CR } \\ & 09 / 20 / 2003 \\ & \text { Credit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & 100107 \\ & 02 / 15 / 2001 \\ & \text { Ticket } \\ & \text { Document } \end{aligned}$ | 1210 | $\begin{aligned} & \text { NET30 } \\ & 10 / 20 / 2003 \\ & 09 / 20 / 2003 \end{aligned}$ | 0.00 | $-3.50$ |
| $\begin{aligned} & 1001 \\ & \text { John Lincoln } \\ & 700105 \end{aligned}$ | $\begin{aligned} & \text { 45-0214 } \\ & 02 / 14 / 2004 \\ & \text { Credit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & \text { 45-0214 } \\ & 02 / 14 / 2004 \\ & \text { Credit Memo } \\ & \text { Self } \end{aligned}$ | 4120 | $\begin{aligned} & \hline \text { NET30 } \\ & 03 / 15 / 2004 \\ & 02 / 14 / 2004 \end{aligned}$ | 0.00 | -7.25 |
| $\begin{aligned} & 1001 \\ & \text { John Lincoin } \\ & 700115 \end{aligned}$ | $\begin{aligned} & 51242 \\ & 07 / 21 / 2004 \\ & \text { Debit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & 51242 \\ & 07 / 21 / 2004 \\ & \text { Debit Memo } \\ & \text { Self } \end{aligned}$ | 1410 | $\begin{aligned} & \text { NET30 } \\ & 08 / 20 / 2004 \\ & 07 / 21 / 2004 \end{aligned}$ | 0.00 | 150.00 |
| $\begin{aligned} & 1001 \\ & \text { John Lincoln } \\ & 700127 \end{aligned}$ | $\begin{aligned} & 05-1523 \\ & \text { 06/28/2005 } \\ & \text { Credit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & 51242 \\ & 07 / 21 / 2004 \\ & \text { Debit Memo } \\ & \text { Document } \end{aligned}$ | 1210 | $\begin{aligned} & \text { NET30 } \\ & 08 / 28 / 2005 \\ & 06 / 28 / 2005 \end{aligned}$ | 0.00 | -15.75 |
| $\begin{aligned} & 1000 \\ & \text { Bill Baker } \\ & 700158 \end{aligned}$ | $\begin{aligned} & 2005-09-18 \\ & \text { 09/18/2005 } \\ & \text { Credit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & 100105 \\ & 02 / 15 / 2001 \\ & \text { Ticket } \\ & \text { Document } \end{aligned}$ | 1210 | $\begin{aligned} & \text { NET30 } \\ & 09 / 18 / 2005 \\ & 09 / 18 / 2005 \end{aligned}$ | 0.00 | -10.00 |
| $\begin{aligned} & 200007 \\ & \text { Mary Higgins } \\ & 700186 \end{aligned}$ | ```CM1 09/20/2006 Credit Memo MGR``` | (OPEN) <br> 09/20/2006 <br> Open <br> Open | 1210 | $\begin{aligned} & \text { NET30 } \\ & 10 / 20 / 2006 \\ & 09 / 20 / 2006 \end{aligned}$ | 0.00 | $-25.54$ |
| 200007 <br> Mary Higgins 700187 | $\begin{aligned} & \text { CM2 } \\ & 09 / 20 / 2006 \\ & \text { Credit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & \text { (OPEN) } \\ & \text { O9/20/2006 } \\ & \text { Open } \\ & \text { Open } \end{aligned}$ | 1210 | $\begin{aligned} & \text { NET30 } \\ & \text { 10/20/2006 } \\ & 09 / 20 / 2006 \end{aligned}$ | 0.00 | $-25.54$ |
| $\begin{aligned} & 200007 \\ & \text { Mary Higgins } \\ & 700188 \end{aligned}$ | $\begin{aligned} & \text { DM } \\ & 09 / 20 / 2000 \\ & \text { Debit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & \text { 70003-01 } \\ & \text { 12/16/2005 } \\ & \text { Ticket } \\ & \text { Document } \end{aligned}$ | 1210 | $\begin{aligned} & \hline \text { NET30 } \\ & \text { 10/20/2006 } \\ & 09 / 20 / 2006 \end{aligned}$ | 0.00 | 25.54 |
| $\begin{aligned} & 200003 \\ & \text { Bill McMaster } \\ & 700210 \\ & \text { Adjusted for item now on sale } \end{aligned}$ | $\begin{aligned} & \text { CM100 } \\ & \text { 09/20/2000 } \\ & \text { Credit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & \text { (OPEN) } \\ & \text { O9/20/2006 } \\ & \text { Open } \\ & \text { Open } \end{aligned}$ | 1210 | $\begin{aligned} & \text { NET30 } \\ & \text { 10/20/2006 } \\ & 09 / 20 / 2006 \end{aligned}$ | 0.00 | $-26.32$ |
| $\begin{aligned} & 200007 \\ & \text { Mary Higgins } \\ & 700242 \end{aligned}$ | $\begin{aligned} & \text { CM2 } \\ & 01 / 08 / 2007 \\ & \text { Credit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & \text { (OPEN) } \\ & 01 / 08 / 2007 \\ & \text { Open } \\ & \text { Open } \end{aligned}$ | 4130 | $\begin{aligned} & \text { NET30 } \\ & 02 / 07 / 2007 \\ & 01 / 08 / 2007 \end{aligned}$ | 0.00 | $-25.54$ |
| 1000 <br> Bill Baker <br> 700243 | $\begin{aligned} & \text { CM1 } \\ & 01 / 08 / 2007 \\ & \text { Credit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & \text { (OPEN) } \\ & 01 / 08 / 2007 \\ & \text { Open } \\ & \text { Open } \end{aligned}$ | 4120 | $\begin{aligned} & \hline \text { NET30 } \\ & 02 / 07 / 2007 \\ & 01 / 08 / 2007 \end{aligned}$ | 0.00 | $-12.56$ |
| $\begin{aligned} & 100002 \\ & \text { Scott Thomas } \\ & 700243 \end{aligned}$ | $\begin{aligned} & \text { CM1 } \\ & 01 / 08 / 2007 \\ & \text { Credit Memo } \\ & \text { MGR } \end{aligned}$ | $\begin{aligned} & \text { (OPEN) } \\ & 01 / 08 / 2007 \\ & \text { Open } \\ & \text { Open } \end{aligned}$ | 4130 | $\begin{aligned} & 210 / \text { NET30 } \\ & 02 / 07 / 2007 \\ & 01 / 18 / 2007 \end{aligned}$ | 2.00 | -20.00 |

## Finance Charges History

## PURPOSE

The Finance Charges History allows you to retrieve information about posted finance charges transactions.

## Select Customers / Reports / History / Finance Charges




## Point Adjustments History *

## PURPOSE

The Loyalty Point Adjustments History lets you retrieve information about posted adjustments to a customer's loyalty point total.

## Select Customers / Reports / History / Point Adjustments



## Point Adjustments History


(* Enterprise Edition Only)

## SECTION 4: PURCHASING REPORTS

Reports
Customer-specific Purchases * ..... 2
Purchase Orders ..... 4
Purchasing Advice ..... 6
Vendors. ..... 10
Journals
Purchase Adjustments * ..... 12
Purchase Requests ..... 14
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Receivings ..... 18
Returns to Vendor * ..... 20
History
Purchase Adjustments History * ..... 22
Purchase Requests History ..... 24
Quick Receivings History * ..... 26
Receivings History ..... 28
Returns to Vendor History *. ..... 30

## Customer-specific Purchases *

## PURPOSE

The Customer-specific Purchases Report lets you see the merchandise on customer orders that needs to be purchased, and can optionally generate the purchase requests for you. You can also use this report to find the status of merchandise that has already been added to purchase requests by this function.

## Select Purchasing / Purchase Requests / Customer-specific Purchases



Click Generate to have CounterPoint create the Purchase Requests for the customer orders.

Select this check box to generate a separate PO for each customer

(* Enterprise Edition Only)


## Customer-specific Purchases


(* Enterprise Edition Only)

## Purchase Orders

## PURPOSE

The Purchase Orders Report lets you see either a detailed or summarized report of purchase orders for your company. Purchase orders can be grouped and summarized by vendor, category, or sub-category. Use this report to monitor projected delivery and cancellation dates from your vendors. When printed in order by Delivery date, this report is useful for projecting expenditures and inventory position by month.

## Select Purchasing / Reports / Purchase Orders



Filtering on the Purchase Order and Purchase Order Line tables allows you to limit which purchase orders and items appear on the report.


## Purchase Orders

## Detail



## Summary

| Date 11/13/2007 Time 12:43:47PM |  |  |  |  |  | Page 1 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| FOR DEMON STRATION PURPO SES ONLY |  |  |  |  |  |  |
| Purchase Orders. Summary |  |  |  |  |  |  |
| Report includes P O's with status of: Open, Complete, Partially received, Reissued, Cancelled |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Order by: Purchase request \# |  |  |  |  |  |  |
|  | 100000 | Orderdate 2/5/01 |  | 139.95 | Total | 139.95 |
| Name | Pinnacle | Delivery date | Total misc charges | 0.00 | Recud total | 139.95 |
| Location | MAIN | Cancel date |  |  | Amt open |  |
| PO status | Complete |  |  |  |  |  |
| PO \# | 100001 | Orderdate $2 / 11 / 01$ | Subtotal | 1,980.00 | Total | 1.980 .00 |
| Name | Taylor Made Golf | Delivery date | Total misc charges | 0.00 | Recud total | 1,980.00 |
| Location | MAIN | Cancel date |  |  | Amt open |  |
| PO status | Complete |  |  |  |  |  |
| PO \# |  |  |  | 124.95 | Total | 124.95 |
| Name | Top Flite | Delivery date | Total misc charges | 0.00 | Recud total | 124.95 |
| Location | MAIN | Cancel date |  |  | Amt open |  |
| PO status | Complete |  |  |  |  |  |

## Purchasing Advice

## PURPOSE

The Purchasing Advice Report lets you see a list of items CounterPoint suggests you purchase for your company. You can select to view the list of vendors you purchase from in order by cost. CounterPoint can make suggestions based on inventory maximum and minimum stocking levels defined for the item, based on replenishing sold merchandise, or based on days of supply. Purchase requests can be automatically generated for the suggested merchandise, which you can then edit using Purchasing / Purchase Requests / Enter.

Select Purchasing / Purchase Requests / Purchasing Advice

Maximum quantity on hand
or

Replenishment of previously sold quantity
(* Enterprise Edition Only)
or

## Days of Supply



## Maximum



## Purchasing Advice *

Replenishment

Date $5 / 28 / 2007$ Time 3:49:36PM

FOR DEMON STRATION PURPO SES ONLY Purchasing Advice Report - Replenishment

Location: MAIN
Qty sold from 1/1/2007 to 5/28/2007
Cell detail in List view - Suggested aty
Suggested quantity is adjusted for Purchase requests and Purchase orders
Suggested quantity is adjusted for vendor minimum and rounded to nearest vendor multiple. (Gridded items are not adjusted.)
History factor 1.20
= PrimaryVendor
Order by Item = Location
Item: Status is (exactly) Active

(* Enterprise Edition Only)

## Purchasing Advice

## Days of Supply



## Vendors

## PURPOSE

The Vendors Report lets you see information for your vendors.

## Select Purchasing / Reports / Vendors

Filtering on the Vendor table allows you to limit which vendors appear on the report.



10 Vendors listed

## Purchase Adjustments*

## PURPOSE

The Purchase Adjustments Journal allows you to retrieve detailed or summarized information about posted purchase adjustment transactions.

## Select Purchasing / Reports / Journals / Purchase Adjustments


(* Enterprise Edition Only)

## Purchase Adjustments*

## Journal - Detail

```
Date 5/29/2007 Time 3:32:30PM
```

FOR DEMON STRATION PURPO SES ONLY
Purchase Adjustment Journal Successful

```
1 Updates requested
```

Event \# 700102

```
Event # 700102
Bat ID MGR
Bat ID MGR
Print line items
Print miscellaneous charge detail
Cell detail: Grid view
Allocated Reov Detail: Location deta
Print serial numberdetail
Print serial numberdetai
= miscellaneous charges included in inventory
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline Receiver \# & 100027 & & & .... Previous .... & . Adjusted .... & .... Difference .... \\
\hline Receiving location & MAIN & & Total recur cost & 349.90 & 325.00 & -24.90 \\
\hline Vendor \# & FOOTJOY & & & & & \\
\hline Name & Footioy-Acushnet Company & & & & & \\
\hline Adjustment date & 09/18/2005 & & & & & \\
\hline Bat ID & MGR & & & & & \\
\hline & & & -----.-.-.-- Prevor & Vous .-.-.-.-.-.-.-- & .-----.-...-.- Adjus &  \\
\hline Item \(\#\) & & Qty received Unit & Received cost & Received ext cost & Received cost & Received ext cost \\
\hline Item description & & & & & & \\
\hline SHOES & & 10 EACH & 34.9900 & 349.90 & 32.5000 & 325.00 \\
\hline
\end{tabular}
    Women's golf shoes
    Location
\begin{tabular}{|c|c|c|c|}
\hline \multicolumn{2}{|l|}{MAIN} & Wide & Total \\
\hline \multirow[t]{2}{*}{Multi} & 7.5 & 3 & 3 \\
\hline & 8 & 2 & 2 \\
\hline \multirow[t]{2}{*}{White} & 7.5 & 3 & 3 \\
\hline & 8 & 2 & 2 \\
\hline \multicolumn{2}{|l|}{Fotal Qty reovd} & 10 & 10 \\
\hline
\end{tabular}
\begin{tabular}{|c|c|c|c|c|c|c|c|}
\hline Report totals & & & & & ...- Previous .... & ...- Adjusted ...- & --. Difference .-. \\
\hline 1 & Adjustment(s) Line(s) & Qty received & 10 & Total reour cost & 349.90 & 325.00 & -24.90 \\
\hline
\end{tabular}

\section*{Journal - Summary}


\section*{Purchase Requests}

\section*{PURPOSE}

The Purchase Requests Journal allows you to retrieve detailed or summarized information about posted purchase requests.

\section*{Select Purchasing / Reports / Journals / Purchase Requests}


\section*{Journal - Detail}


\section*{Journal - Summary}


\section*{Quick Receivings *}

\section*{PURPOSE}

The Quick Receivings Journal allows you to retrieve detailed or summarized information about posted quick receiving transactions.

\section*{Select Purchasing / Reports / Journals / Quick Receivings}


\section*{Quick Receivings *}

\section*{Journal}

(* Enterprise Edition Only)

\section*{Receivings}

\section*{PURPOSE}

The Receivings Journal allows you to retrieve detailed or summarized information about posted receiving transactions.

\section*{Select Purchasing / Reports / Journals / Receivings}


\section*{Receivings}

\section*{Journal - Detail}


\section*{Journal - Summary}


\section*{Returns to Vendor*}

\section*{PURPOSE}

The Returns to Vendor Journal allows you to retrieve detailed or summarized information about posted return to vendor transactions.

\section*{Select Purchasing / Reports / Journals / Returns to Vendor}

(* Enterprise Edition Only)

\section*{Journal - Detail}


\section*{Journal - Summary}


\section*{(* Enterprise Edition Only)}

\section*{Purchase Adjustments History*}

\section*{PURPOSE}

The Purchase Adjustments History allows you to retrieve detailed or summarized information about posted purchase adjustment transactions.

\section*{Select Purchasing / Reports / History / Purchase Adjustments History}

(* Enterprise Edition Only)


\section*{Purchase Requests History}

\section*{PURPOSE}

The Purchase Requests History allows you to retrieve detailed or summarized information about posted purchase requests.

\section*{Select Purchasing / Reports / History / Purchase Requests History}


\section*{Purchase Requests History}

History - Detail


\section*{Quick Receivings History*}

\section*{PURPOSE}

The Quick Receivings History allows you to retrieve detailed or summarized information about posted quick receiving transactions.

\section*{Select Purchasing / Reports / History / Quick Receivings History}


\section*{Quick Receivings History}

\section*{History - Detail}


\section*{Receivings History}

\section*{PURPOSE}

The Receivings History allows you to retrieve detailed or summarized information about posted receiving transactions.

\section*{Select Purchasing / Reports / History / Receivings History}


History - Detail


\section*{Returns to Vendor History*}

\section*{PURPOSE}

The Returns to Vendor History allows you to retrieve detailed or summarized information about posted return to vendor transactions.

\section*{Select Purchasing / Reports / History / Returns to Vendor History}

(* Enterprise Edition Only)

\section*{History - Detail}
\begin{tabular}{lll}
\hline & \\
Date \(5 / 29 / 2007\) & Time \(3: 51: 04 P M\) & \\
\hline
\end{tabular}

\section*{History - Summary}
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline Date 5/29/2007 & Time 3:52:43PM & \multicolumn{4}{|c|}{FOR DEMON STRATION PURPOSES ONLY RTVs History - Summary} & Page 1 \\
\hline \multicolumn{7}{|l|}{Orderby. RTV \(=\), Sequence \#} \\
\hline RTV \# RTV loc ID Vendor \# Vendor name Event \# & \[
\begin{aligned}
& 100001 \\
& \text { MAIN } \\
& \text { ADAMS } \\
& \text { Adams Golf } \\
& 700120
\end{aligned}
\] & & Retn date Ship-via code Total qty to retn RMA number Bat ID & 6/28/2005 UPS GROUND 1 ADAMS-R01 MGR & Subtotal
Total misc
Total & \[
\begin{array}{r}
175.00 \\
0.00 \\
175.00
\end{array}
\] \\
\hline \begin{tabular}{l}
RTV \# \\
RTV loc ID \\
Vendor\# \\
Vendor name \\
Event \#
\end{tabular} & \begin{tabular}{l}
100002 \\
MAIN \\
ADAMS \\
Adams Golf \\
700133
\end{tabular} & & Retn date Ship-via code Total qty to retn RMA number Bat ID & \begin{tabular}{l}
6/28/2005 \\
UPS GROUND 1 \\
ADAM-R02 \\
MGR
\end{tabular} & Subtotal
Total misc
Total & \[
\begin{array}{r}
345.00 \\
0.00 \\
345.00
\end{array}
\] \\
\hline \begin{tabular}{l}
RTV \# \\
RTV loc ID \\
Vendor\# \\
Vendor name \\
Event \#
\end{tabular} & \[
\begin{aligned}
& 100003 \\
& \text { MAIN } \\
& \text { ADAMS } \\
& \text { Adams Golf } \\
& 700164
\end{aligned}
\] & & Retn date Ship-via code Total qty to retn RMA number Bat ID & \[
\begin{aligned}
& \text { 9/18/2005 } \\
& \text { UPS GROUND } \\
& 2 \\
& \text { RMA-18921 } \\
& \text { MGR } \\
& \hline
\end{aligned}
\] & Subtotal Total misc Total & \[
\begin{array}{r}
350.00 \\
0.00 \\
350.00
\end{array}
\] \\
\hline & Report totals & 3 RTVs in report & Qty returned & & Subtotal Total miso Total & \[
\begin{array}{r}
870.00 \\
0.00 \\
870.00
\end{array}
\] \\
\hline
\end{tabular}

\section*{(* Enterprise Edition Only)}

\section*{SECTION 5: SALES HISTORY REPORTS}

\section*{Reports}
Commissions Due * ..... 2
(3) Flash Sales ..... 4
Management History ..... 8
Miscellaneous Kit Sales ..... 12
Price Exceptions History ..... 14
Price Reductions ..... 16
Purge Settlement History ..... 18
Purge Ticket History ..... 20
Return Tickets ..... 22
(3) ..... 24
(3) Sales History by Customer by Item ..... 30
Sales History by Item by Customer ..... 32
Sales History by Sales Rep. ..... 34
Sales History Profit ..... 36
(8) Sales Rep Productivity. ..... 38
Tax Exceptions ..... 40
Tax History ..... 42
Voided Tickets ..... 44

\section*{Commissions Due *}

\section*{PURPOSE}

The Commissions Due Report lets you see either a detailed or summarized report of commissions to be paid to each sales rep for posted sales. Commissions are calculated based on the commission code assigned to each sales rep. The report prints in order by Sales rep.

\section*{Select Sales History / Reports / Commissions Due}

Filtering the Sales Rep table allows you to limit which sales reps appears on the report.


\section*{(* Enterprise Edition Only)}

\section*{Commissions Due *}

\section*{Detail}

Date 11/7/2003 Time 8:02:06AM
FOR DEMONSTRATION PURPOSES ONLY
Page 1
Commissions Due [Detail)
\begin{tabular}{|c|c|c|c|c|c|c|c|c|c|c|c|}
\hline Order by Sls rep, Event \#, Store, Station, Ticket \# & \multicolumn{11}{|l|}{Sls rep, Event \#, Store, Station, Ticket \#} \\
\hline User & Sls rep & & & & & & & & & & \\
\hline & & & & \(\ldots\) & Document -.. & ... & & & ....-- & mmi & \(\cdots\) \\
\hline Customer \# & Customer & Store & Station & \# & Date & Type & Sales & Basis amount & Meth & \% & Amt \\
\hline MGR & Manager of club & & & & & & & & & & \\
\hline CASH & Cash Customer & MAN & 1 & 100147 & 09/20/2003 & T & 5.50 & 5.50 & Price & 4.00 & 0.22 \\
\hline CASH & Cash Customer & MAN & 1 & 100148 & 09/20/2003 & T & 3.75 & 3.75 & Price & 4.00 & 0.15 \\
\hline CASH & Cash Customer & MAN & 1 & 100151 & 09/20/2003 & T & 41.00 & 41.00 & Price & 4.00 & 1.64 \\
\hline \multirow[t]{2}{*}{CASH} & Cash Customer & MAN & 1 & 100154 & 11/06/2003 & T & 89.99 & 89.99 & Price & 4.00 & 3.60 \\
\hline & \multicolumn{4}{|l|}{Sales rep MGR totals:} & \multicolumn{2}{|l|}{4 Documents} & 140.24 & 140.24 & & & 5.61 \\
\hline & Report totals: & & & & 4 Documents & & 140.24 & 140.24 & & & 5.61 \\
\hline
\end{tabular}

\section*{Summary}

(* Enterprise Edition Only)

\section*{PURPOSE}

The Flash Sales Report provides a brief one-page synopsis of sales activity at one or more stores for a specified period of time. Flash Sales shows the total sales, number of tickets, average sales amount per ticket, and the gross profit for each store during the reported period.

You can also show percent of total values (e.g., Downtown store was \(22 \%\) of total sales), or include a pie chart for an at-a-glance understanding of the data presented.

The report can be ordered by store, by sales, by profit, or by any of the reported columns, such as sales last week, profit this year, etc. You may choose to report information for a comparative period.

Flash Sales is a very powerful reporting and analysis tool that lets you define and present your own analysis of store operations. If you don't want to use the standard reported columns, you can select to print up to five analysis columns from a list that includes sales, cost, returns, discounts, profit, profit percent, quantity sold, number of lines, and average ticket amount.

\section*{Select Sales History / Reports / Flash Sales}


\section*{Available analysis columns}
\begin{tabular}{|l|l|}
\hline Available Column & Notes \\
\hline \# of tickets & Number of tickets processed \\
\hline Average selling price & \begin{tabular}{l} 
Average selling price = Sales (excluding returns) \(\div\) Qty sold (excluding \\
returns) \\
Calculations are based on stocking units
\end{tabular} \\
\hline Average ticket & Average ticket = Sales (excluding returns) \(\div\) \# of tickets \\
\hline Cost & Total cost of goods \\
\hline Discounts (Calc. price) & \begin{tabular}{l} 
Discounts (Calc. price) = Sales (Calc. price) - Sales \\
Calculated as the difference in "theoretical" sale at the calculated \\
price less the actual selling price (actual selling price reflects price \\
overrides and other user-entered prices) Includes both sale and \\
return lines
\end{tabular} \\
\hline Discounts (Price-1) & Total extended Price-1 value - Total sales \\
\hline Discounts (Regular price) & Discounts (Regular price) = Sales (Reg. price) - Sales \\
\hline Discounts (Retail) & Discounts (Retail) = Sales (Retail) - Sales \\
\hline Number of lines & Number of line items that were sold or returned \\
\hline Number of return lines & Number of line items that were returned \\
\hline Number of sale lines & Number of line items that were sold \\
\hline Percent returned (\$) & Percent returned (\$) = Returns \(\div\) Sales (excluding returns) \\
\hline Percent returned (qty) & \begin{tabular}{l} 
Percent returned (qty) = Qty returned \(\div\) Qty sold (excluding returns) \\
Quantity is based on stocking units
\end{tabular} \\
\hline Profit \$ & Profit \$ = Sales - Cost \\
\hline Profit \% & Profit \% = Profit \$ : Sales \\
\hline Qty returned & Quantity returned, in stocking units \\
\hline Qty sold & Quantity sold, in stocking units \\
\hline Qty sold (excluding returns) & Quantity sold, in stocking units (excluding all returned line items) \\
\hline Returns & Returned amount \\
\hline Sales & Sales amount \\
\hline Sales (Calc. price) & "Theoretical" value that reflects what sales would have been if \\
everything had sold at the system-calculated price
\end{tabular}

\section*{Flash Sales}

Filter the Ticket History, Ticket History Line, and Store tables to limit which tickets, items, or stores appear on the report.


Sales - Period A


Orderby (Ticket History) Store
\[
\begin{array}{llll}
\text { Period A: From } & 01 / 01 / 2005 & \text { thru } & 11 / 16 / 2005 \\
\text { Period B: From } & 01 / 01 / 2004 & \text { thru } & 11 / 16 / 2004
\end{array}
\]

Store: Al
Dollar amounts are rounded to the nearest dollar
Quantities are rounded to the nearest integer.
Percents of total are shown for each value
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline Store & Period & Sales \% Tot & Profit \$ \% Tot & Profit \% & \# of tickes \% Tot & Average ticket \\
\hline East Store & A & 1311.7 & 1226.1 & 93.1 & 33.9 & 44 \\
\hline & 日 & \(0 \quad 0.0\) & \(0 \quad 0.00\) & 0.0 & \(0 \quad 0.0\) & 0 \\
\hline Main Store & A & 7.72988 .3 & \(1.873 \quad 93.9\) & 24.2 & 7396.1 & 106 \\
\hline & B & \(1,061100.0\) & 68200.00 & 64.2 & 12100.0 & 88 \\
\hline Report totals & & & & & & \\
\hline 2 store(s) & A & 7.860 & 1.995 & 25.4 & 76 & 103 \\
\hline & B & 1,061 & 682 & 64.2 & 12 & 88 \\
\hline
\end{tabular}
.. End of report ..

\section*{Management History}

\section*{PURPOSE}

The Management History Report lets you see either a detailed or summarized report of historical information for item categories, payment methods, sales reps, stations, stores, tax codes, and users for your company. Management history reports can provide valuable information such as a comparison of sales for Easter week this year with Easter week last year. Information reported includes this period and the prior period sales, profit \$, and profit \%. Use this report to compare sales between periods. This report can also be used as a performance evaluation tool for sales reps.

\section*{Select Sales History / Reports / Management History}


Filtering the corresponding History table allows you to limit which history records to include on the report.


\section*{Item Category - Detail}


\section*{Pay Code - Summary}


Sales Rep - Summary


Store/Station - Detail
\begin{tabular}{|c|c|c|c|c|c|c|c|c|}
\hline Date 5/29/2007 & Time 6:23: & 20PM & & & & & & \(g e 1\) of 2 \\
\hline & & & Manag & \begin{tabular}{l}
t History - \\
Detail
\end{tabular} & ore/Station & & & \\
\hline \begin{tabular}{l}
Reported period: \\
Compared period
\end{tabular} & \[
\begin{aligned}
& 1 / 1 / 2007 \\
& 1 / 1 / 2007
\end{aligned}
\] & \[
\begin{array}{ll}
\text { to } & 5 / 29 / 2007 \\
\text { to } & 3 / 31 / 2007
\end{array}
\] & & & & & & \\
\hline Store & Descripti & & & & & & & \\
\hline Station & Descripti & & & & & & & \\
\hline & & Post date & Tickets & Sale lines & Return lines & Sales & Grs pft & Grs pft \% \\
\hline EAST & East Stor & & & & & & & \\
\hline 1 & Station 1 & & & & & & & \\
\hline & & 01/29/2007 & 7 & 29 & 0 & 3,749.63 & 1,209.23 & 32.25 \\
\hline & & 01/30/2007 & 5 & 16 & 0 & 935.27 & 593.35 & 63.44 \\
\hline & & 02/05/2007 & 1 & 1 & 0 & 314.99 & 47.31 & 15.02 \\
\hline & & 02/28/2007 & 2 & 8 & 0 & 608.14 & 236.04 & 38.81 \\
\hline & & 03/19/2007 & 6 & 20 & 0 & 416.17 & 202.28 & 48.61 \\
\hline & & 03/20/2007 & 3 & 17 & 0 & 1,003.88 & 554.64 & 55.25 \\
\hline & & 03/27/2007 & 3 & 4 & 0 & 470.78 & 133.68 & 28.40 \\
\hline & & 03/29/2007 & 6 & 20 & 0 & 2,828.60 & 1,303.57 & 46.09 \\
\hline & & 03/30/2007 & 3 & 10 & 0 & 233.05 & 118.71 & 50.94 \\
\hline & & 04/02/2007 & 5 & 14 & 0 & 998.75 & 341.32 & 34.17 \\
\hline & & 04/05/2007 & 4 & 10 & 0 & 765.20 & 187.37 & 24.49 \\
\hline \multicolumn{9}{|l|}{Station Station 1 totals} \\
\hline \multirow[t]{2}{*}{Reporting period Comparison period Difference} & \multicolumn{2}{|l|}{\multirow[t]{2}{*}{\[
\begin{array}{ll}
01 / 29 / 2007 & 04 / 05 / 2007 \\
01 / 29 / 2007 & 03 / 30 / 2007
\end{array}
\]}} & 45 & 149 & 0 & 12,324.46 & 4,927.50 & 39.98 \\
\hline & & & 36 & 125 & 0 & 10,560.51 & 4,398.81 & 41.65 \\
\hline \multicolumn{3}{|l|}{Percent increase or deorease} & 25.00 & 124
19.20 & 0.00 & \(1,763.95\)
16.70 & 528.69
40.10 & -1.67
-4.01 \\
\hline
\end{tabular}

\section*{Store - Summary}


\section*{Tax Code - Detail}


\section*{User - Detail}
Date \(5 / 29 / 2007\) Time \(6: 26: 02\) PM \(\quad\) Management History - User
\begin{tabular}{lll} 
Reported period: & \(1 / 1 / 2007\) & to \(\quad 5 / 29 / 2007\) \\
Compared period & \(1 / 1 / 2007\) & to \(3 / 31 / 2007\)
\end{tabular}
\begin{tabular}{|c|c|c|c|c|c|c|c|}
\hline User & Post date & Tickets & Sale lines & Return lines & Sales & \multicolumn{2}{|l|}{Grs pft Grs pft \%} \\
\hline MGR & Manager & & & & & & \\
\hline & 01/04/2007 & 1 & 3 & 0 & 29.99 & 13.64 & 45.48 \\
\hline & 01/29/2007 & 18 & 115 & 0 & 22,410.43 & 10.467 .65 & 46.71 \\
\hline & 01/30/2007 & 6 & 21 & 0 & 2,806.09 & 1,003.29 & 35.75 \\
\hline & 02/01/2007 & 2 & 1 & 0 & 399.99 & 238.37 & 59.59 \\
\hline & 02/02/2007 & 12 & 24 & 0 & 7.988.75 & 4,061.17 & 50.84 \\
\hline & 02/05/2007 & 11 & 8 & 3 & 299.75 & 173.74 & 57.96 \\
\hline & 02/06/2007 & 2 & 2 & 0 & 359.72 & 79.67 & 22.15 \\
\hline & 02/28/2007 & 6 & 7 & 0 & 2.443 .54 & 1,140.88 & 46.69 \\
\hline & 03/01/2007 & 2 & 6 & 0 & 375.98 & 91.74 & 24.40 \\
\hline & 03/04/2007 & 2 & 5 & 0 & 831.46 & 389.13 & 46.80 \\
\hline
\end{tabular}

\section*{Miscellaneous Kit Sales}

\section*{PURPOSE}

The Miscellaneous Kit Sales Report lets you see historical information for items that were sold as part of a Miscellaneous Kit. For each item, the report indicates the quantity sold, the percentage of total sales for which the item was sold as a kit component, and the amount by which the item's price was discounted as a result of selling it as a kit component.

\section*{Select Sales History / Reports / Miscellaneous Kit Sales}


Filtering the corresponding Ticket History Line table allows you to limit which records to include on the report.


\section*{Miscellaneous Kit Sales}

\section*{Parent View}


\section*{Component View}

Date 9/23/2010 Time 1:20:40PM
Page 1
FOR DEMON STRATION PURPO SES ONLY
Miscellaneous Kit Sales (Component View)
\begin{tabular}{|c|c|c|c|c|c|c|c|c|c|}
\hline Orderby. Item \# Item \# & \multicolumn{2}{|l|}{Category\Subcat} & Qty sid & & \multicolumn{5}{|l|}{Net sales} \\
\hline Parent item \# & & Gross sales & Qty sld & Pot total & Net sales & Pot total & Avg unit pre & Discamt & Disc\% \\
\hline 18HOLES & GOLF FEES & & 1 & & 36.00 & & & & \\
\hline 2PERSON & & 36.00 & 1 & 100.0\% & 36.00 & 100.0\% & 36.00 & \(\cdot\) & 0.0\% \\
\hline & totals & 36.00 & & & & & 36.00 & 0.00 & 0.0\% \\
\hline CART & GOLF \FEES & & 1 & & 10.00 & & & & \\
\hline 2PERSON & & 10.00 & 1 & 100.0\% & 10.00 & 100.0\% & 10.00 & \(\checkmark\) & 0.0\% \\
\hline & totals: & 10.00 & & & & & 10.00 & 0.00 & 0.0\% \\
\hline DISCOUNT-3 & & & 1 & & -3.00 & & & & \\
\hline 2PERSON & & -3.00 & 1 & 100.0\% & -3.00 & 100.0\% & -3.00 & \(\cdot\) & 0.0\% \\
\hline & totals: & -3.00 & & & & & -3.00 & 0.00 & 0.0\% \\
\hline
\end{tabular}
- End of report --

\section*{Price Exceptions History}

\section*{PURPOSE}

The Price Exceptions History Report lets you see a report of posted tickets where the calculated selling price for at least one line item was changed. The report prints in order by Ticket number.

\section*{Select Sales History / Reports / Price Exceptions History}


Filtering the Ticket History and Ticket History Line tables allows you to limit which tickets and items are considered for the report.


\section*{Price Exceptions History}
\begin{tabular}{|c|c|c|c|c|c|c|c|c|}
\hline \multirow[t]{3}{*}{Date 9/2/2} & \multicolumn{3}{|l|}{004 Time 10:57:43AM} & & & & & \multirow[t]{3}{*}{Page 1} \\
\hline & \multicolumn{7}{|c|}{FOR DEMONSTRATION PURPOSES ONLY} & \\
\hline & \multicolumn{7}{|c|}{Price Exceptions History Report} & \\
\hline \multicolumn{9}{|l|}{Store Al} \\
\hline \multicolumn{9}{|l|}{Drawer Al} \\
\hline \multicolumn{9}{|l|}{Print price overrides} \\
\hline \multicolumn{9}{|l|}{Print prompted for prices} \\
\hline \multicolumn{9}{|l|}{Print drawer, store and report totals} \\
\hline \multicolumn{2}{|l|}{Ticket \#} & User & Hem \# & Doctype & Qty sid & \multirow[t]{2}{*}{Price
Normal price} & \multirow[t]{2}{*}{Ext price Ext normal price} & \multirow[t]{2}{*}{Difference Percent} \\
\hline Post date & Ticket date & Sls rep & Description & Price ov & son & & & \\
\hline Store & MAIN & & 1 & & & & & \\
\hline \multicolumn{2}{|l|}{100160} & \(z\) & ADM-SCD & Ticket & 1 & 359.99 & 359.99 & -40.00 \\
\hline 9/2/04 & 9/2/04 & MGR & Adams SC Driver, RH & \multicolumn{2}{|l|}{Manager Overide} & 399.99 & 399.99 & -10.00\% \\
\hline \multicolumn{2}{|l|}{100161} & z & ADM-TL9 & Ticket & 1 & 329.99 & 329.99 & -20.00 \\
\hline \multirow[t]{3}{*}{9/2/04} & 9/2/04 & z & Adams Tight Lies 9 Whood & \multicolumn{2}{|l|}{Price changed to match label} & 349.99 & 349.99 & -5.71\% \\
\hline & \multirow[t]{2}{*}{2 Ticket(s)} & \multicolumn{2}{|c|}{\multirow[t]{2}{*}{Drawer 1 totals:}} & \multicolumn{2}{|r|}{\multirow[t]{2}{*}{2}} & & 689.98 & -60.00 \\
\hline & & & & & & & 749.98 & -8.00\% \\
\hline
\end{tabular}
- End of report .-

\section*{Price Reductions}

\section*{PURPOSE}

The Price Reductions Report lets you see the total amount by which your normal selling prices were reduced. The report includes temporary markdowns from price rules, price overrides, and discounts, as well as price reductions that occurred as a result of selling items in alternate units or as kit components.

\section*{Select Sales History / Reports / Price Reductions}


Filtering the Price Reduction table allows you to limit which items will appear on the report.


Price Reductions

\section*{Store Details}


\section*{Purge Settlement History}

\section*{PURPOSE}

The Purge Settlement History Report lets you see a list of settled credit card transactions. After previewing the report you can select to "Purge" the settled transactions.

\section*{Select Sales History / Utilities / Purge Settlement History}


Filtering the Event table allows you to limit which events will appear on the report or be purged if you click Puge
\(\qquad\)

\section*{Purge Settlement History}

\section*{Detail}
Date 11/16/2005 Time12:21:41PM Page 1
"n following credit card name indicates that credit card name not available, customer name substituted
"*" beside card number indicates a manual entry.
"*" beside authorization code indicates a forced authorization
Voids and cancels are not included in totals.
Order by. Event \#, Store, Drawer
Event: Event number is (exactly) 625
\begin{tabular}{llllll}
\hline \begin{tabular}{l} 
Trans date \\
Trans time
\end{tabular} & \begin{tabular}{l} 
Source \\
Card name
\end{tabular} & \begin{tabular}{l} 
Pay code \\
Credit card \#
\end{tabular} & Swiped & \begin{tabular}{l} 
Event date \\
Exp date
\end{tabular} & \begin{tabular}{l} 
Ticket \# \\
Auth code
\end{tabular} \\
\hline Event \# 625 & & & & & \\
Store 3 Drawer 3 & & & & \\
\hline \(01 / 15 / 2003\) & Ticket entry & & AMEX & N & \(1 / 15 / 0311: 40\) am \\
\(11: 32 \mathrm{am}\) & & & & \(12 / 31 / 05\) & 400287 \\
\hline
\end{tabular}

11:32 am
AVS Address: Zip: Status: No match
** CVV code: Status: No match
\begin{tabular}{llllll}
\(01 / 15 / 2003\) & Ticket entry & DISCOVER & N & \(1 / 15 / 0311: 40 \mathrm{am}\) & 400288
\end{tabular}

11:34 am AVs Address. Sip. Status: No matoh
- …...........2843

400288

AVS Address: Zip: Status: No match
... CVV code: Status: No match


AVS Address: Zip: Status: No match
... CVV code: Status: No match
01/15/2003 Ticket entry DISCOVER N \(\quad\) N \(\quad\) Void *

11:38 am
AVS Address: Zip: Status: No match
AVS Address: Zip: Status: No m
Drawer 3 totals
\begin{tabular}{llrrrrrr} 
Paycode & Paytype & Sale count & Sale amt & Credit count & Credit am1 & Total count & Net amount \\
\hline AMEX & American Express & 1 & 0.00 & 1 & -1.00 & -1.00 \\
DISCOVER & Discover & 1 & 0.00 & 1 & -1.00 & 2 & -1.00 \\
Totals & & 2 & 0.00 & 2 & -2.00 & 4 & -2.00
\end{tabular}

Report totals: \(\quad 4\) rows to be removed

\section*{Purge Ticket History}

\section*{PURPOSE}

The Purge Ticket History Report lets you preview a list of tickets, voids, orders, or layaways, which you can choose to purge. If you choose to "Purge", the data will be permanently removed from your database.

\section*{Select Sales History / Utilities / Purge Ticket History}


Filtering the Event table allows you to limit which tickets appears on the report.

\begin{tabular}{|c|c|c|c|c|c|}
\hline \multicolumn{3}{|l|}{Date 9/11/2006 Time 9:14:51AM} & & & Page 1 \\
\hline \multicolumn{6}{|l|}{\begin{tabular}{l}
Event cutoff date 01/01/2006 Historytypes to purge: \\
Tickets \\
Orders \\
Layaw ays \\
Voids
\end{tabular}} \\
\hline Dootype & \multicolumn{2}{|l|}{Ticket \#} & Posting & Total & \\
\hline Event \# 11 & Event date & 2/15/01 & & & \\
\hline \multirow[t]{8}{*}{Ticket} & 100098 & & 7/31/00 & 4.07 & \\
\hline & 100099 & & 7/31/00 & 50.88 & \\
\hline & 100100 & & 7/31/00 & 865.97 & \\
\hline & 100101 & & 7/31/00 & 4.88 & \\
\hline & 100102 & & 7/31/00 & 756.67 & \\
\hline & 100103 & & 7/31/00 & 2.98 & \\
\hline & 100104 & & 7/31/00 & 6.23 & \\
\hline & \multicolumn{4}{|l|}{ticket(s)} & \\
\hline Event\# 12 & Event date & 2/15/01 & & & \\
\hline \multirow[t]{4}{*}{Ticket} & 100105 & & 2/15/01 & 1.136 .59 & \\
\hline & 100106 & & 2/15/01 & 147.21 & \\
\hline & 100107 & & 2/15/01 & 1,053.24 & \\
\hline & \multicolumn{4}{|l|}{3 ticket(s)} & \\
\hline Event \# 200001 & Event date & 3/905 & & & \\
\hline \multirow[t]{3}{*}{Ticket} & 200000 & & 3/905 & 73.58 & \\
\hline & 200001 & & 3/9/05 & 7.63 & \\
\hline & \multicolumn{4}{|l|}{2 ticket(s)} & \\
\hline Event \# 200006 & Event date & \(6 / 28 / 05\) & & & \\
\hline \multirow[t]{2}{*}{Ticket} & 200002 & & 3/905 & 61.79 & \\
\hline & \multicolumn{4}{|l|}{ticket(s)} & \\
\hline Event \# 7 & Event date & 7/2700 & & & \\
\hline \multirow[t]{5}{*}{Ticket} & 100093 & & 7/27/00 & 811.85 & \\
\hline & 100095 & & 7/27/00 & 30.31 & \\
\hline & 100096 & & 7/27/00 & 9.74 & \\
\hline & 100097 & & 7/27/00 & 284.90 & \\
\hline & \multicolumn{4}{|l|}{4 ticket(s)} & \\
\hline \multirow[t]{3}{*}{Void} & 100094 & & 7/27/00 & 19.49 & \\
\hline & \multicolumn{4}{|l|}{1 woid(s)} & \\
\hline & \multicolumn{4}{|l|}{5 document(s) in Eventt 7} & \\
\hline Event \# 700064 & Event date & 1/25/02 & & & \\
\hline \multirow[t]{11}{*}{Ticket} & 100108 & & 1/25/02 & 432.99 & \\
\hline & 100109 & & 1/25/02 & 4.91 & \\
\hline & 100110 & & 1/25/02 & 9.81 & \\
\hline & 100111 & & 1/25/02 & -16.35 & \\
\hline & 100112 & & 1/25/02 & 89.38 & \\
\hline & 100113 & & 1/25/02 & 57.75 & \\
\hline & 100114 & & 1/25/02 & 81.74 & \\
\hline & 100115 & & 1/25/02 & 70.83 & \\
\hline & 100116 & & 1/25/02 & 50.00 & \\
\hline & 100117 & & 1/25/02 & 75.00 & \\
\hline & \multicolumn{4}{|l|}{0 ticket(s)} & \\
\hline Event \# 700065 & Event date & 1/25/02 & & & \\
\hline \multicolumn{6}{|l|}{Ticket} \\
\hline
\end{tabular}

\section*{Return Tickets}

\section*{PURPOSE}

The Return Tickets Report lets you see either a detailed or summarized report of posted tickets that contained at least one return line. The report only shows the returned lines, not all lines from the ticket.

\section*{Select Sales History / Reports / Return Tickets}


Filtering the Ticket History and Ticket History Line tables allows you to limit which tickets and items are considered for the report.


\section*{Detail}


\section*{Summary}


\section*{PURPOSE}

The Sales Analysis by Group Report is a powerful reporting and analysis tool that lets you define and present dozens of different analyses of historical ticket saleswith or without pie charts.

Choose from more than 120 different groupings, including item number, item category, customer ZIP code, customer category, customer profile fields, user, store, vendor, hour of the day, week, and many more. Retailers who use gridded items (to track individual colors and sizes) can track sales by cell within categories/subcategories or for specific item numbers.

For example, you can group reported information by item category to analyze the sales activity at the category level.

Each group can display up to three reporting periods. You can print all members of a group or, for example, just the top 10 members.

Store-level groupings summarize a store's activity including ticket lines, sale amounts, and profitability. Reports may be run for one or more days, for one or more stores, and for a multitude of other criteria.

Sales Analysis by Group lets you define and present your own analysis of store operations. If you don't want to use the standard reported columns, you can select to print up to five analysis columns from a list that includes: sales, cost, profit, profit percent, quantity sold, number of lines, average ticket amount, etc.

You can even view theoretical sales-as if all goods had been sold at the retail price.

Use Filters to limit the report to particular tickets (stores, customers, stations, etc.) and/or particular line items (items, categories, vendors, etc.). You can also use Filters to limit the group members (e.g., only item categories A, B, and C). Groups with no history can optionally be included so you can show, for example, all your sales reps whether or not they had sales activity during the period.

\section*{(*Enterprise Edition Only)}

Select Sales History / Reports / Sales Analysis by Group


Filtering on the Ticket History, Ticket History Line, and Customer tables allow you to limit which ticket, items, and customers appear on the report.

<Continued on next page>

\section*{O~S Sales Analysis by Group*}
\begin{tabular}{|c|c|}
\hline Available Column & Notes \\
\hline \# of lines & Number of line items that were sold or returned \\
\hline \# of return lines (non-validated) & Number of non-validated line items that were returned \\
\hline \# of return lines (validated) & Number of validated line items that were returned \\
\hline \# of return lines & Number of line items that were returned \\
\hline \# of sale lines & Number of line items that were sold \\
\hline \# of tickets & Number of tickets processed \\
\hline \% returned (\$) & = Returns \(\div\) Sales (excluding returns) \\
\hline \% returned (\$ non-validated) & = Non-validated Returns \(\div\) Sales (excluding returns) \\
\hline \% returned (\$ validated) & = Validated Returns \(\div\) Sales (excluding returns) \\
\hline \% returned (qty) & = Qty returned \(\div\) Qty sold (excluding returns) Quantity based on stocking units \\
\hline \% returned (qty non-validated) & = Qty non-validated returned \(\div\) Qty sold (excluding returns) Based on stocking units \\
\hline \% returned (qty validated) & = Qty validated returned \(\div\) Qty sold (excluding returns) Quantity based on stocking units \\
\hline Average selling price & = Sales (excluding returns) \(\div\) Qty sold (excluding returns) Based on stocking units \\
\hline Average ticket & Average ticket \(=\) Sales (excluding returns) \(\div\) \# of tickets \\
\hline Cost & Total cost of goods \\
\hline Discounts (Ticket header amount) & Total of Ticket level discounts \\
\hline Discounts (Ticket line amount) & Total of Line level discounts \\
\hline Discounts (Ticket total amount) & Total of Ticket and Line level discounts \\
\hline Discounts from (Calc. price) & = Sales (Calc. price) - Sales Calculated as the difference in "theoretical" sale at the calculated price less the actual selling price (actual selling price reflects price overrides and other userentered prices) Includes both sale and return lines \\
\hline Discounts from (Price-1) & = Total extended Price-1 value - Total sales \\
\hline Discounts from (Regular price) & = Sales (Reg. price) - Sales \\
\hline Discounts from Retail) & = Sales (Retail) - Sales \\
\hline Profit \$ & = Sales - Cost \\
\hline Profit \% & = Profit \$ \(\div\) Sales \\
\hline Qty returned (non-validated) & Quantity returned non-validated, in stocking units \\
\hline Qty returned (validated) & Quantity returned validated, in stocking units \\
\hline Qty returned & Quantity returned, in stocking units \\
\hline Qty sold & Quantity sold, in stocking units \\
\hline Qty sold (excluding returns) & Quantity sold, in stocking units (excluding all returned line items) \\
\hline Returns (non-validated) & Non-validated returned amount \\
\hline Returns (validated) & Validated returned amount \\
\hline Returns & Returned amount \\
\hline Sales (Calc. price) & "Theoretical" value - what sales would have been if everything had sold at the systemcalculated price \\
\hline Sales (excluding returns) & Sales amount, excluding all returned line items \\
\hline Sales (Price-1) & Total extended Price-1 value \\
\hline Sales (Reg. price) & "Theoretical" value - what sales would have been if everything had sold at regular price \\
\hline Sales (Retail) & "Theoretical" value that reflects what sales would have been if everything had sold at the retail price (i.e., stocking unit's Price-1). \\
\hline Sales & Sales amount \\
\hline
\end{tabular}

\section*{(*Enterprise Edition Only)}

\section*{Sales Analysis by Customer \# (Ranked by Sales)}

(*Enterprise Edition Only)

\section*{Sales Analysis by Cell (Cat-Subcat-Cell)}
(Ranked by Profit \$) (Tracking method is exactly Gridded)


\section*{(*Enterprise Edition Only)}

\section*{Sales Analysis by Hour of day (Ranked by Sales)}

(*Enterprise Edition Only)

\section*{Sales History by Customer by Item}

\section*{PURPOSE}

The Sales History by Customer by Item Report shows selected customers and lists the items that they purchased, along with the applicable sales, quantities, profitability, and percent-of-totals figures. Analyze what merchandise is being sold and who is purchasing that merchandise. The report can be run for a selected range of items, customers, stores, dates, categories, or any other reportable criteria.

\section*{Select Sales History / Reports / Sales History by Customer by Item}



Filtering on the Customer, Ticket History Line, Item, and Ticket History tables allows you to limit which tickets and items appear on the report.


\section*{©}

Date 11/13/2007 Time 1:17:01PM
FOR DEMON STRATION PURPO SES ONLY
Sales History by Customer by Item


\section*{Sales History by Item by Customer}

\section*{PURPOSE}

The Sales History by Item by Customer Report shows selected items and lists the customers who purchased them, along with the applicable sales, quantities, profitability, and percent-of-totals figures. Analyze what merchandise is being sold and who is purchasing that merchandise. The report can be run for a selected range of items, customers, stores, dates, categories, or any other reportable criteria. Use this report to generate "call lists" for sales reps, based on specific vendors or items. You can also use this report for purpose of targeting a promotion.

\section*{Select Sales History / Reports / Sales History by Item by Customer}


Filtering on the Ticket History Line, Customer, Item, and Ticket History tables allows you to limit which tickets, items, and customers appear on the report.



\section*{Sales History by Sales Rep}

\section*{PURPOSE}

The Sales History by Sales Rep Report lets you see either detailed or summarized sales performance information for your sales reps.

\section*{Select Sales History / Reports / Sales History by Sales Rep}


Filtering the Ticket History, Ticket History Line, and Customer tables allows you to limit which tickets, items, and customers appear on the report.


\section*{Sales History by Sales Rep}

Detail
\begin{tabular}{|c|c|c|c|c|c|c|c|c|c|}
\hline Date 10/18/2006 & \multicolumn{2}{|l|}{Time11:28:40AM} & \multicolumn{4}{|r|}{FOR DEMONSTRATION PURPOSES ONLY Sales History by Sales Rep} & & \multicolumn{2}{|r|}{Page 1 of 11} \\
\hline \multicolumn{10}{|l|}{\begin{tabular}{l}
Print ticket in formation \\
Print item det ail \\
Print sales recap \\
Dollar rounding \\
Orderby Sls rep. Customer \#, Ticket \#
\end{tabular}} \\
\hline Sls rep Ticket \# & \begin{tabular}{l}
Name \\
Post date Hem \#
\end{tabular} & Ticket date & Customer \# Description & Tickets & Sale lines & Return lines & Sales & Total cost & GP\% \\
\hline \multicolumn{10}{|l|}{MGR Manager} \\
\hline \multirow[t]{4}{*}{100105} & 2/15/01 & 2/15/01 & 1000 & & 3 & 0 & 1,050 & 803 & 23.51 \\
\hline & ADM-TL2 & & Adams Tight & 2 Wrood & & & 350 & 268 & 23.51 \\
\hline & ADM-TL3 & & Adams Tight & 3 Wrood & & & 350 & 268 & 23.51 \\
\hline & ADM-TL5 & & Adams Tight & 5 mood & & & 350 & 268 & 23.51 \\
\hline \multirow[t]{2}{*}{100111} & 1/25/02 & 1/25/02 & 1000 & & 1 & 0 & - 15 & 0 & 100.00 \\
\hline & RAIN & & Rain out - refu & & & & -15 & 0 & 100.00 \\
\hline \multirow[t]{2}{*}{100125} & 5/30102 & 1/25/02 1 & 1000 & & 1 & 0 & 25 & 13 & 48.02 \\
\hline & SHIRT & & Men's P olo 10 & cotton & & & 25 & 13 & 48.02 \\
\hline \multirow[t]{3}{*}{100130} & 10/1/02 & 9/30/02 & 1000 & & 2 & 0 & 117 & 65 & 44.49 \\
\hline & \multicolumn{2}{|l|}{DUN-DDH} & \multicolumn{4}{|l|}{Dunlop DDH 110 Balls} & 27 & 24 & 12.04 \\
\hline & \multicolumn{2}{|l|}{ADM-MMI-P} & \multicolumn{4}{|l|}{Adams VMI Putter} & 90 & 41 & 54.23 \\
\hline
\end{tabular}

\section*{Summary}


\section*{Sales History Profit}

\section*{PURPOSE}

The Sales History Profit Report lets you see either a detailed or summarized report of all items sold at a single store or at all stores during a specified date range, allowing you to assess the profitability of your store(s) over the specified period.

\section*{Select Sales History / Reports / Sales History Profit}


Filtering the corresponding Item Category/Subcategory, Vendor or Item table, and the Ticket History Line table allows you to limit which tickets and items, appear on the report.


Detail


\section*{Summary}


\section*{Sales Rep Productivity}

\section*{PURPOSE}

The Sales Rep Productivity Report lets you see a report of sales rep activity included unit sales per hour or dollar sales per hour for two reporting time periods. This report is useful for identifying and motivating sales reps with poor performance or for rewarding superior performance.

\section*{Select Sales History / Reports / Sales Rep Productivity}


Filtering the User and Ticket History Line tables allows you to limit which users and items appear on the report.


\section*{\$ / Hour}


\section*{Qty / Hour}


\section*{Tax Exceptions}

\section*{PURPOSE}

The Tax Exceptions Report lets you see a report of tickets where the tax amount was changed.

\section*{Select Sales History / Reports / Tax Exceptions}


Filtering the Ticket History table allows you to limit which history will appear on the report.


Show document tax override
Show document tax code change
Show line tax override
Show line tax category change
Orderby:Ticket \#
Document tax overrides:
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline Ticket \# Post date & Ticket date & Store User & Customer \# Sls rep & Sale amt Taxable amt & Sale norm tax amt Tax & \begin{tabular}{l}
Tax override reason \\
Tax exempt \#
\end{tabular} \\
\hline 100097 & & MAIN & CASH & 284.90 & 23.51 & MGR \\
\hline 7/27/00 & 7/27/00 & MGR & MGR & 0.00 & 0.00 & 19505189 X \\
\hline 100217 & & MAIN & 200006 & 314.99 & 28.35 & T \\
\hline 9/11/06 & 971106 & MGR & MGR & 314.99 & 0.00 & 643235845 \\
\hline
\end{tabular}
\begin{tabular}{lllll}
\hline Document tax code changes: & & \\
\hline Ticket \# & Store & Customer \# & & \\
Post date & Ticket date User & Sls rep & Sale amt & Tax Normal tax code \\
\hline
\end{tabular}
\begin{tabular}{|c|c|c|c|c|}
\hline \multicolumn{5}{|l|}{Linetax overrides:} \\
\hline Ticket \# & Store & Hem \# & Sale amt & Action \\
\hline Post date & Ticket date User & Sls rep & & \\
\hline 100219 & MAIN & TOP-STD & 22.49 & *x changed to non-taxable \({ }^{* x}\) \\
\hline \(9 / 11 / 06\) & 9/11/2006 MGR & MGR & & \\
\hline
\end{tabular}
\begin{tabular}{lllll}
\hline Line tax category changes: & & & \\
\hline Ticket \# & Store & Hem \# & Sale amt & Normal tax category \\
Post date & Ticket date User & Sls rep & & Tax category \\
\hline 100218 & & MAIN & PRETZEL & 1.00 \\
\(9 / 1106\) & \(9 / 11 / 2006\) & MMGR & MGR & \\
\hline
\end{tabular}

\section*{Tax History}

\section*{PURPOSE}

The Tax History Report provides summary or detailed information on sales, taxable amounts, and tax amounts. You can choose how much detail to include on this report-from a summary by tax rate to a report containing tax detail for each ticket. History by tax authority can be printed for any time period to assist in sales tax reporting. The report prints in order by Tax Authority.

\section*{Select Sales History / Reports / Tax History}


Filtering the Ticket History and Document Header tables allows you to limit which tickets to include on the report.


Detail


\section*{Summary}


\section*{Voided Tickets}

\section*{PURPOSE}

The Voided Tickets Report lets you see either a detailed or summarized report of completed tickets that were voided.

\section*{Select Sales History / Reports / Voided Tickets}


Filtering the Void History Header and Void History Line tables allows you to limit which tickets and items appear on the report.


Detail


\section*{Summary}
\begin{tabular}{|c|c|c|c|c|c|c|c|c|}
\hline \multirow[t]{3}{*}{Date 9/11/2006} & \multicolumn{2}{|l|}{Time 8:44:54AM} & \multicolumn{6}{|l|}{\multirow[t]{2}{*}{FOR DEMONSTRATION PURPOSES ONLY Page 1 of 1}} \\
\hline & & & & & & & & \\
\hline & & & \multicolumn{6}{|l|}{Voided Tickets History Report - Summary} \\
\hline \multicolumn{9}{|l|}{Price override \(=1 \times\),} \\
\hline \multicolumn{9}{|l|}{Order by: Event number} \\
\hline Ticket \# Post date Ticket date & Station Ticket type User & Customer \# Name Cust POH & & & ter & Sale subtot al Total cost & Misc charges Tax Total & Void reason Tax override \\
\hline \[
\begin{aligned}
& \hline 100094 \\
& 7 / 27 / 00
\end{aligned}
\] & \begin{tabular}{l}
1 \\
Sale ticket
\end{tabular} & \begin{tabular}{l}
CASH \\
Cash Customer
\end{tabular} & & & & \[
\begin{aligned}
& 18.00 \\
& 10.81
\end{aligned}
\] & 0.00
1.49 & \\
\hline 7/27/00 & MGR & & & & & & 19.49 & \\
\hline 100152 & 1 & 1002 & & & & -9.99 & 0.00 & Voided after MGI \\
\hline 9/20/03 & Sale ticket & Brian Schmidt & & & & -4.27 & -0.90 & \\
\hline 9/20103 & MGR & & & & & & -10.89 & \\
\hline 100159 & 1 & CASH & & & & 3.25 & 0.00 & Voided after MGI \\
\hline 2/14/04 & Sale ticket & Cash Customer & & & & 2.41 & 0.30 & \\
\hline 2/14/04 & MGR & & & & & & 3.55 & \\
\hline 100166 & 1 & CASH & & & & 313.65 & 0.00 & Manager Overide \\
\hline 7/21/04 & Sale ticket & Cash Customer & & & & 292.43 & 28.23 & \\
\hline 7/21/04 & MGR & & & & & & 341.88 & \\
\hline 100173 & 1 & CASH & & & & 5.00 & 0.00 & Voided after MGI \\
\hline \(6 / 28 / 05\) & Sale ticket & Cash Customer & & & & 3.83 & 0.45 & \\
\hline \(6 / 28105\) & MGR & & & & & & 5.45 & \\
\hline 100175 & 1 & CASH & & & & 4.75 & 0.00 & Manager Overide \\
\hline 9/18/05 & Sale ticket & Cash Customer & & & & 3.51 & 0.43 & \\
\hline 9/18/05 & MGR & & & & & & 5.18 & \\
\hline \multirow[t]{3}{*}{Store} & \multirow[t]{3}{*}{MAIN} & \multirow[t]{3}{*}{totals:} & \multirow[t]{3}{*}{6} & \multirow[t]{3}{*}{Ticket(s)} & \multirow[t]{3}{*}{Sale subtotal Total cost} & 334.66 & Misc charges & 0.00 \\
\hline & & & & & & 308.72 & Tax & 30.00 \\
\hline & & & & & & & Total & 364.66 \\
\hline \multicolumn{3}{|r|}{\multirow[t]{3}{*}{Report totals}} & \multirow[t]{3}{*}{6} & \multirow[t]{3}{*}{Ticket(s)} & \multirow[t]{3}{*}{Sale subtotal Total cost} & 334.66 & \multirow[t]{2}{*}{Misc charges Tax} & 0.00 \\
\hline & & & & & & 308.72 & & 30.00 \\
\hline & & & & & & & Total & 364.66 \\
\hline
\end{tabular}
.. End of report ..

\section*{SECTION 6: TIMECARDS}

\section*{Reports}
Export Timecards ..... 2
Purge Timecards ..... 4
Timecards Report. ..... 6

\section*{Export Timecards}

\section*{PURPOSE}

The Export Timecards Report can be used to export timecard information from CounterPoint to a payroll software package in either a detailed or summary format. During the export function the user can select to have the exported records "Purged".

\section*{Select Timecards / Export Timecards}


Filtering the User and Timecard Detail tables allows you to limit which records appear on the report.


\section*{User - Detail}


\section*{User - Summary}


\section*{Purge Timecards}

\section*{PURPOSE}

The Purge Timecards Report lets you see a list of timecard records that are eligible to be purged, based on user-specified information. After previewing the report, you can select to "Purge" the records.

\section*{Select Timecards / Purge Timecards}


Filtering the User and Timecard Detail tables allows you to limit which records appear on the report.


User - Detail


\section*{User - Summary}
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline \multicolumn{3}{|l|}{Date 3/1/2006 Time 2:37:11PM} & & & \multicolumn{2}{|r|}{\multirow[t]{4}{*}{Page 1}} \\
\hline \multicolumn{5}{|c|}{FOR DEMONSTRATION PURPOSES ONLY} & & \\
\hline \multicolumn{5}{|c|}{Purge Timecards Report (Review Only)} & & \\
\hline \multicolumn{5}{|c|}{Summary} & & \\
\hline \multicolumn{7}{|l|}{Entries to include:} \\
\hline \multicolumn{7}{|l|}{\multirow[t]{2}{*}{Completed Exported Voided}} \\
\hline & & & & & & \\
\hline \multicolumn{7}{|l|}{Cutoff date: \(01 / 01 / 2000\)} \\
\hline \multicolumn{7}{|l|}{Group by User} \\
\hline \multicolumn{7}{|l|}{Orderby User} \\
\hline \multicolumn{7}{|l|}{User MGR} \\
\hline \multicolumn{3}{|r|}{Date} & \multicolumn{4}{|l|}{Hours worked} \\
\hline \multirow[t]{13}{*}{User} & MGR & Name Manager & Department & Wiorkgroup & Employee\# & \\
\hline & & 1/30/06 & 0.017 & & & \\
\hline & & 1/31/06 & 0.833 & & & \\
\hline & & 2/2/06 & 0.367 & & & \\
\hline & & 2/6006 & 0.250 & & & \\
\hline & & 2/7/06 & 0.417 & & & \\
\hline & & \(2 / 9106\) & 0.117 & & & \\
\hline & & 2/10/06 & 0.617 & & & \\
\hline & & 2/11006 & 0.067 & & & \\
\hline & & 2/12/06 & 0.050 & & & \\
\hline & & 2/13/06 & 0.400 & & & \\
\hline & & 2/20/06 & 0.417 & & & \\
\hline & & MGR totals : & 3.552 & & & \\
\hline
\end{tabular}

\section*{Timecards Report}

\section*{PURPOSE}

The Timecards Report lets you preview a list of distributions, which you can choose to purge. If you choose to "Purge", the data will be permanently removed from your database.

\section*{Select Timecards / Timecards Report}


Filtering on the User and Tmecard Detail tables allows you to limit which records appear on the report.


\section*{Detail}


\section*{Summary}


\section*{SECTION 7: SYSTEM REPORTS}
Reports
Distributions Report ..... 2
Gift Cards List ..... 4
Interface Distributions ..... 6
Purge Distributions ..... 8
Store Credit List. ..... 10
Unvouchered Receivings ..... 12
Vouchered Receivings ..... 14
Journals
Closed Gift Cards ..... 16
Closed Store Credits ..... 18
History
Closed Gift Cards ..... 20
Closed Store Credits ..... 22

\section*{Distributions Report}

\section*{PURPOSE}

The Distributions Report lets you see either a detailed or summarized report of the distributions that were generated during posting functions in CounterPoint.

\section*{Select System / Accounting / Reports / Distributions Report}


Filtering the Distribution and Account tables allows you to limit which distributions and accounts appear on the report.



\section*{Gift Cards List}

\section*{PURPOSE}

The Gift Cards List lets you see either a detailed or summarized report of "Open" gift cards for your company. Gift cards remain open until "Fully redeemed", "Voided", or "Expired" gift cards are closed. The list prints in order by Gift Card number. Detail version shows activity detail including: Dates, Document \#'s, Activity type, and Amount.

\section*{Select System / Gift Cards / Gift Cards List}


\section*{Detail}


\section*{Summary}


\section*{Interface Distributions}

\section*{PURPOSE}

The Interface Distributions Report lets you see either a detailed or summarized report of accounting distributions that were generated in CounterPoint. After previewing the report, you can choose to interface the distributions to your accounting software. You may want to preview the distributions in detail, but select to interface them in summary.

\section*{Select System / Accounting / Interface Distributions}


Filtering the Distributions and Account tables allows you to limit which distributions and accounts appear on the report.


\section*{Distribution Type - Detail}
\begin{tabular}{llllllll} 
Date 11/B/2005 & Time 6:46:07PM & & \\
\hline
\end{tabular}

\section*{Distribution Type - Summary}


\section*{Purge Distributions}

\section*{PURPOSE}

The Purge Distributions Report lets you preview a list of distributions, which you can choose to purge. If you choose to "Purge", the data will be permanently removed from your database.

\section*{Select System / Accounting / Utilities / Purge Distributions}


Filtering on the Event table allows you to limit which distributions are previewed and purged.


\section*{Detail}
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline \multirow[t]{2}{*}{Date 11/16/2005} & :43AM & & & & & Page 1 \\
\hline & \multicolumn{5}{|c|}{Purge Distributions Report (Review Only)} & \\
\hline \multicolumn{7}{|l|}{Shaded entries have not been interfaced Orderby: Event \#, Account \#} \\
\hline Dist type & Account \# & Description & Date & First doo \# & Debit amt & Credit amt \\
\hline Event \# 10 & & 10 & & & & \\
\hline \multirow[t]{4}{*}{Value-Merchandise} & 1410 & Inventory-merchandise & 2/15/01 & 10000 & 56.00 & \\
\hline & & & & & 209.50 & \\
\hline & & & & & 394.50 & \\
\hline & \multicolumn{3}{|l|}{Inventory - merchandise tota} & & 660.00 & \\
\hline \multirow[t]{5}{*}{Receivings accruals} & 2000 & Accounts Payable & 2/15/01 & 10000 & & 209.50 \\
\hline & & & & & & 394.50 \\
\hline & & & & & & 56.00 \\
\hline & \multicolumn{3}{|l|}{Accounts Payable total} & & & 660.00 \\
\hline & & & & 10 totals: & 660.00 & 660.00 \\
\hline Event \# 11 & & 11 & & & & \\
\hline \multirow[t]{9}{*}{Payments} & \multirow[t]{2}{*}{1010} & Cash in bank & 7/31/00 & 100098 & 5.00 & \\
\hline & & & & & & 0.93 \\
\hline & & & & 100103 & 5.00 & \\
\hline & & & & & & 2.02 \\
\hline & & & & 100104 & 10.00 & \\
\hline & & & & & & 3.77 \\
\hline & & & & 100101 & 5.00 & \\
\hline & & & & & & 0.12 \\
\hline & Cash in bank & & & & 25.00 & 6.84 \\
\hline
\end{tabular}

\section*{Summary}
\begin{tabular}{llll}
\hline Date 11/16/2005 Time 11:12:06AM & & \\
\hline
\end{tabular}

\section*{Store Credit List}

\section*{PURPOSE}

The Store Credit List lets you see either a detailed or summarized report of "Open" store credits for your company. Store credits remain open until "Fully redeemed", "Voided", or "Expired" store credits are closed. The list prints in order by Store Credit number. Detail version shows activity detail including: Dates, Document \#'s, Activity type, and Amount.

\section*{Select System / Store Credits / Store Credit List}


Filtering the Customer, Store Credit, and Store Credit Activity tables allows you to limit which store credits appear on the list.


\section*{Detail}
\begin{tabular}{|c|c|c|c|c|c|}
\hline Date 11/10/2005 & - Time 3: & \multicolumn{3}{|c|}{Store Credit List - Detail} & Page 1 of 1 \\
\hline \multicolumn{6}{|l|}{Orderby Store credit \#} \\
\hline Store credit \# & Issued to Store & Name Description & Issue date Exp date & Original amount Current amount & Status \\
\hline 100001 & \[
\begin{aligned}
& 1000 \\
& \text { MAIN }
\end{aligned}
\] & Bill Baker & 01/25/2002 & \[
\begin{array}{r}
16.35 \\
0.00
\end{array}
\] & \[
x \pi \text { Redeemed } x \pi
\] \\
\hline \multirow[t]{4}{*}{Activity detail:} & Date & Doc\# \# & Activitytupe & Amount & \\
\hline & 01/25/2002 & 100111 & Issue & 16.35 & \\
\hline & 01/25/2002 & 100119 & Redeem & -4.16 & \\
\hline & 01/04/2003 & 100138 & Redeem & -12.19 & \\
\hline \multirow[t]{2}{*}{100002} & 1003 & Carol Dawn & 09/20/2003 & 10.89 & \\
\hline & MAIN & & & 10.89 & \\
\hline \multirow[t]{2}{*}{Activity detail:} & Date & Doc.\# & Activitytupe & Amount & \\
\hline & 09/20/2003 & 100153 & Issue & 10.89 & \\
\hline \multirow[t]{2}{*}{100003} & CASH & Cash Customer & 02/14/2004 & \[
16.34
\] & \\
\hline & MAIN & & & \[
16.34
\] & \\
\hline \multirow[t]{2}{*}{Activity detail:} & Date & Doc\# & Activitytupe & Amount & \\
\hline & 02/14/2004 & 100160 & Issue & 16.34 & \\
\hline \multirow[t]{2}{*}{100004} & 1000 & Bill Baker & 07/21/2004 & 14.70 & \\
\hline & MAIN & & & 31.04 & \\
\hline \multirow[t]{3}{*}{Activity detail:} & Date & Doc\# \# & Activitytupe & Amount & \\
\hline & 07/21/2004 & 100167 & Issue & 14.70 & \\
\hline & 06/28/2005 & 100174 & Increase & 16.34 & \\
\hline \multirow[t]{2}{*}{100005} & CASH & Cash Customer & 09/18/2005 & \[
98.09
\] & \\
\hline & MAIN & & & \[
98.09
\] & \\
\hline \multirow[t]{2}{*}{Activity detail:} & Date & Doc具 & Activity tupe & Amount & \\
\hline & 09/18/2005 & 100181 & Issue & 98.09 & \\
\hline \multirow[t]{2}{*}{100006} & \[
1000
\] & Bill Baker & 10/28/2005 & 34.33 & \\
\hline & MAIN & & & 34.33 & \\
\hline \multirow[t]{2}{*}{Activity detail:} & Date & Doc\#\# & Activity tupe & Amount & \\
\hline & 10/28/2005 & 100194 & & 34.33 & \\
\hline \multicolumn{3}{|r|}{\multirow[t]{2}{*}{6 store credits printed}} & Original amount & 190.70 & \\
\hline & & & Current amount & 190.69 & \\
\hline \multicolumn{6}{|c|}{.. End of report ..} \\
\hline
\end{tabular}

\section*{Summary}


\section*{Unvouchered Receivings}

\section*{PURPOSE}

The Unvouchered Receivings Report lets you see list of unvouchered or partially vouchered receivings for your company. Use this report to view a list of receivings that have not yet been set up for payment in your Accounts Payable software by using the CounterPoint accounting interface.

\section*{Select System / Accounting / Reports / Unvouchered Receivings}


Filtering on the PO Receiver History table allows you to limit for which POs unvouchered receivings appear on the report.


\section*{Unvouchered Receivings}

\section*{Detail}
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline Date 12/16/2005 & 59:24AM & \multicolumn{3}{|c|}{\begin{tabular}{l}
FOR DEMONSTRATION PURPOSES ONLY \\
Unvouchered Receivings (Detail)
\end{tabular}} & & Page 1 \\
\hline \multicolumn{7}{|l|}{'x' indicates partially wouchered receiving Include partially wouchered receivings Orderby Vendor\#, Recur \#} \\
\hline \multicolumn{7}{|l|}{Vendor \# Vendor name} \\
\hline \multicolumn{7}{|l|}{ADAMS Adams Golf} \\
\hline \[
\frac{\text { RTV \# }}{100001}
\] & \[
\frac{\mathrm{PO} \#}{1 \text { RTV }}
\] & \[
-\frac{\text { Recur loc }}{\text { MAIN }}
\] & \[
\begin{array}{r}
\text { Reour date } \\
6 / 28 / 05
\end{array}
\] & \[
\frac{\text { Reour subtotal }}{-175.00}
\] & \[
\frac{\text { Reorr mise }}{0.00}
\] & \[
\begin{aligned}
\text { Reour total } \\
-175.00
\end{aligned}
\] \\
\hline \multicolumn{2}{|l|}{Item \#} & Item description & Qty returned Unit & Ext credit amt & & \\
\hline \multicolumn{2}{|l|}{\(\overline{\text { ADM-TL }}\)} & Adams Tight Lies 2 Mood & -1 EACH & -175.00 & & \\
\hline \[
\frac{\text { RTV \# }}{100002}
\] & \[
\frac{\mathrm{PO} \#}{1 \mathrm{RTV}}
\] & \[
-\frac{\text { Recur loc }}{\text { MAlN }}
\] & \[
\begin{array}{r}
\text { Reour date } \\
6 / 28 / 05
\end{array}
\] & \[
\frac{\text { Recur subtotal }}{-345.00}
\] & \[
\frac{\text { Reovr mise }}{0.00}
\] & \[
\begin{aligned}
\text { Recur total } \\
-345.00
\end{aligned}
\] \\
\hline \multicolumn{2}{|l|}{Item \#} & Hem description & Qty returned Unit & Ext credit amt & & \\
\hline \multicolumn{2}{|l|}{\(\overline{\text { ADM - MMI }}\)} & Adams WMI Irons, Set & - 1 EACH & -345.00 & & \\
\hline \[
\frac{\text { Recur \# }}{100017}
\] & \[
\frac{P 0 \#}{100006}
\] & \begin{tabular}{l}
Recur loc \\
MAIN
\end{tabular} & \[
\frac{\text { Recur date }}{9 / 20 / 03}
\] & \[
\frac{\text { Recur subtotal }}{149.99}
\] & \[
\frac{\text { Reour mise }}{0.00}
\] & \[
\frac{\text { Recur total }}{149.99}
\] \\
\hline \multicolumn{2}{|l|}{Item \#} & Item description & Qty received Unit & Ext reoud cost & Line miso chrgs & Total cost \\
\hline \multicolumn{2}{|l|}{ADM-MMI-P} & Adams WMI Putter & 3 EACH & 149.99 & 0.00 & 149.99 \\
\hline \multicolumn{2}{|l|}{CALLAMAY Callaway Golf} & & & & & \\
\hline \[
\frac{\text { Reour \# }}{100025}
\] & \[
\frac{P 0 \#}{100009}
\] & \[
-\frac{\text { Reour loc }}{\text { MAIN }}
\] & \[
\frac{\text { Reour date }}{7 / 21 / 04}
\] & \[
\frac{\text { Recur subtotal }}{880.00}
\] & \[
\frac{\text { Reour mise }}{0.00}
\] & \[
\frac{\text { Recur total }}{880.00}
\] \\
\hline \multicolumn{2}{|l|}{Item \#} & Item description & Qty received Unit & Ext record cost & Line miso chrgs & Total cost \\
\hline \multicolumn{2}{|l|}{CAL-B日B} & Callaw ay Biggest Big Bertha & 4 EACH & 880.00 & 0.00 & 880.00 \\
\hline
\end{tabular}

\section*{Summary}
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline Date 12/18/2005 & Time12:00:54PM & \multicolumn{3}{|l|}{\begin{tabular}{l}
FOR DEMONSTRATION PURPOSES ONLY \\
Unvouchered Receivings (Summary)
\end{tabular}} & & Page 1 \\
\hline \multicolumn{7}{|l|}{'x' indicates partially vouchered receiving Include partially vouchered receivings Orderby Vendor\#, Recur\#} \\
\hline Vendor \# & Vendor name & & & & & \\
\hline ADAMS & Adams Golf & & & & & \\
\hline \[
\frac{\text { RTV \# }}{100001}
\] & \[
-\frac{\mathrm{PO} \#}{1 \mathrm{RTV}}
\] & Reour loc MAIN & \[
\frac{\text { Recur date }}{6 / 28 N 5}
\] & \[
\begin{array}{r}
\text { Recur subtotal } \\
-175.00
\end{array}
\] & \[
\frac{\text { Recur mise }}{0.00}
\] & \[
\begin{array}{r}
\text { Recur total } \\
-175.00
\end{array}
\] \\
\hline \[
\frac{\text { RTV } \#}{100002}
\] & \[
=\frac{\mathrm{PO} \#}{1 \mathrm{RTV}}
\] & \[
\frac{\text { Recur loc }}{\text { MAIN }}
\] & \[
\frac{\text { Recur date }}{6 / 28 / 05}
\] & \[
\frac{\text { Reovr subtotal }}{-345.00}
\] & \[
\frac{\text { Reour miso }}{0.00}
\] & \[
\begin{aligned}
\text { Recur total } \\
-345.00
\end{aligned}
\] \\
\hline \[
\frac{\text { Reour \# }}{100017}
\] & \[
-\frac{P 0 \#}{100006}
\] & \[
\begin{aligned}
& \text { Recur loc } \\
& \text { MAIN }
\end{aligned}
\] & \[
\frac{\text { Recur date }}{9 / 20003}
\] & \[
\frac{\text { Recur subtotal }}{149.99}
\] & \[
\frac{\text { Recur mise }}{0.00}
\] & \[
\begin{array}{r}
\text { Recur total } \\
\hline 149.99
\end{array}
\] \\
\hline \multicolumn{7}{|l|}{CALLANAY Callaway Golf} \\
\hline \[
\frac{\text { Recur \# }}{100025}
\] & \[
-\frac{P 0 \#}{100009}
\] & \[
\frac{\text { Recur loc }}{\text { MAIN }}
\] & \[
\frac{\text { Recur date }}{7 / 2104}
\] & \[
\frac{\text { Reour subtotal }}{880.00}
\] & \[
\frac{\text { Recur mise }}{0.00}
\] & \[
\begin{array}{r}
\text { Recur total } \\
880.00
\end{array}
\] \\
\hline
\end{tabular}

\section*{Vouchered Receivings}

\section*{PURPOSE}

The Vouchered Receivings Report lets you see either a detailed or summarized list of receivings that have been invoiced in your Accounts Payable software by using the Voucher Receivings function.

\section*{Select System / Accounting / Reports / Vouchered Receivings}

Filtering on the Vouchered Receivings table allows you to limit which receivings appear on the report.


\section*{Vouchered Receivings}

\section*{Detail}


\section*{Summary}
'x' indicates partially wouchered receiving


\section*{Closed Gift Cards}

\section*{PURPOSE}

The Closed Gift Cards Journal allows you to view either a detailed or summarized report of "Closed" gift cards for your company. Gift cards remain open until "Fully redeemed", "Voided", or "Expired" gift cards are closed using System / Gift Cards / Close Gift Cards. The report prints in order by Gift Card number.

\section*{Select System / Reports / Journals / Closed Gift Cards}


\section*{Journal - Detail}
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline \multicolumn{3}{|l|}{Date 11/13/2007 Time 1:54:13PM} & & & & Page 1 \\
\hline \multicolumn{7}{|c|}{\begin{tabular}{l}
FOR DEMON STRATION PURPOSES ONLY \\
Closed Gift Certificate Journal - Detail
\end{tabular}} \\
\hline \begin{tabular}{l}
Event \# \\
User
\end{tabular} & \[
\begin{aligned}
& 00344 \\
& 1 G R
\end{aligned}
\] & \[
\begin{aligned}
& 5 \text { Update } \\
& 5 \text { Succes }
\end{aligned}
\] & & & & \\
\hline \multicolumn{7}{|l|}{\begin{tabular}{l}
Expired as of: 11/13/2007 \\
Order by. Event \#, Gift cert \#
\end{tabular}} \\
\hline Gift cert \# & Issued to Store & Name Selling description & Issue date Exp date & Original amount Current amount & Status & \\
\hline 100008 & \[
\begin{aligned}
& 200003 \\
& \text { MAIN }
\end{aligned}
\] & Bill MoMaster Gift Certificate & 11/07/2006 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & .- Redeemed & - \\
\hline \multirow[t]{5}{*}{Activity detail:} & Date & D00 \# & Activity tyoe & Amount & & \\
\hline & 11/07/2006 & 100229 & lssue & 20.00 & & \\
\hline & 02/05/2007 & & Void & 0.00 & & \\
\hline & 02/05/2007 & & Reinstate & 0.00 & & \\
\hline & 02/05/2007 & 100329 & Redeem & -20.00 & & \\
\hline 100009 & \[
\begin{aligned}
& 200003 \\
& \text { MAIN }
\end{aligned}
\] & Bill MoMaster Gift Certificate & 11/07/2006 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & * Redeemed & \\
\hline \multirow[t]{3}{*}{Activity detail:} & Date & D00 \(=\) & Activity tyoe & Amount & & \\
\hline & 11/07/2006 & 100229 & |ssue & 20.00 & & \\
\hline & 03/01/2007 & 100347 & Redeem & -20.00 & & \\
\hline 100014 & \[
\begin{aligned}
& 200004 \\
& \text { MAIN }
\end{aligned}
\] & John Jones Gift Certificate & 02/01/2007 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & ." Redeemed & * \\
\hline \multirow[t]{3}{*}{Activitydetail:} & Date & D00 \(=\) & Activity tyoe & Amount & & \\
\hline & 02/01/2007 & 100311 & lssue & 20.00 & & \\
\hline & 02/05/2007 & 100331 & Redeem & -20.00 & & \\
\hline
\end{tabular}

\section*{Journal - Summary}
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline \multicolumn{4}{|l|}{Date 11/13/2007 Time 1:55:07PM} & & & Page 1 \\
\hline \multicolumn{7}{|c|}{Closed Gift Certificate Journal - Summary} \\
\hline Event \# User & \[
\begin{aligned}
& 700344 \\
& \text { MGR }
\end{aligned}
\] & \[
\begin{aligned}
& 5 \text { Update } \\
& 5 \text { Succes }
\end{aligned}
\] & & & & \\
\hline \multicolumn{7}{|l|}{\begin{tabular}{l}
Expired as of: 11/13/2007 \\
Order by. Event \#, Gift cert \#
\end{tabular}} \\
\hline Gift cert \# & Issued to Store & Name Selling description & Issue date Exp date & Original amount Current amount & Status & \\
\hline 100008 & \[
\begin{aligned}
& 200003 \\
& \text { MAIN }
\end{aligned}
\] & \begin{tabular}{l}
Bill MoMaster \\
Gift Certificate
\end{tabular} & 11/07/2006 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & * Redeemed & \\
\hline 100009 & \[
\begin{aligned}
& 200003 \\
& \text { MAIN }
\end{aligned}
\] & \begin{tabular}{l}
Bill MoMaster \\
Gift Certificate
\end{tabular} & 11/07/2006 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & * Redeemed & \\
\hline 100014 & \[
\begin{aligned}
& 200004 \\
& \text { MAIN }
\end{aligned}
\] & John Jones Gift Certificate & 02/01/2007 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & * Redeemed & \\
\hline 100015 & \[
\begin{aligned}
& 200007 \\
& \text { MAIN }
\end{aligned}
\] & \[
\begin{aligned}
& \text { Mary Higgins } \\
& \text { Gift Certificate }
\end{aligned}
\] & 02/02/2007 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & "* Redeemed & \\
\hline \multirow[t]{3}{*}{100020} & \[
\begin{aligned}
& \text { CASH } \\
& \text { MAIN }
\end{aligned}
\] & \begin{tabular}{l}
Cash Customer \\
Gift Certificate
\end{tabular} & 03/05/2007 & \[
\begin{array}{r}
200.00 \\
0.00
\end{array}
\] & ". Redeemed & \\
\hline & \multicolumn{2}{|r|}{\multirow[t]{2}{*}{5 gift certificates printed}} & Original amount & 280.00 & & \\
\hline & & & Current amount & 0.00 & & \\
\hline
\end{tabular}

\section*{Closed Store Credits}

\section*{PURPOSE}

The Closed Store Credit Journal lets you see either a detailed or summarized report of "Closed" store credits for your company. Store Credits remain open until "Fully redeemed", "Voided", or "Expired" store credits are closed using System / Store Credits / Close Store Credits. The report prints in order by Store Credit number.

\section*{Select System / Reports / Journals / Closed Store Credits}


\section*{Closed Store Credits}

\section*{Journal - Detail}
\begin{tabular}{|c|c|c|c|c|c|}
\hline \multicolumn{4}{|l|}{Date 11/13/2007 Time 1:56:48PM} & & Page 1 \\
\hline \multicolumn{6}{|c|}{\begin{tabular}{l}
FOR DEMONSTRATION PURPOSES ONLY \\
Closed Store Credit Journal - Detail
\end{tabular}} \\
\hline \[
\begin{array}{ll}
\text { Event \# } & 70 \\
\text { User } & M
\end{array}
\] & GR & \[
\begin{aligned}
& 3 \text { Updates re } \\
& 3 \text { Successful }
\end{aligned}
\] & & & \\
\hline \multicolumn{6}{|l|}{\begin{tabular}{l}
Expired as of: 11/13/2007 \\
Order by: Event \(\#\). Store oredit \#
\end{tabular}} \\
\hline Store credit \# & Issued to Store & Name Description & Issue date Exp date & Original amount Current amount & Status \\
\hline 100008 & \[
\begin{aligned}
& \text { CASH } \\
& \text { MAIN }
\end{aligned}
\] & Cash Customer lssued on Ticket 100250 & 11/16/2006 & \[
\begin{array}{r}
28.21 \\
0.00
\end{array}
\] & * Redeemed ** \\
\hline \multirow[t]{3}{*}{Activity detail:} & Date & D00 \# & Aotivitytyo & Amount & \\
\hline & 11/18/2006 & 100250 & lssue & 28.21 & \\
\hline & 03/01/2007 & 100347 & Redsem & -28.21 & \\
\hline 100009 & \[
\begin{aligned}
& 200004 \\
& \text { MAIN }
\end{aligned}
\] & John Jones lssued on Ticket 100283 & 11/30/2006 & \[
\begin{array}{r}
30.90 \\
0.00
\end{array}
\] & * Redeemed * \\
\hline \multirow[t]{3}{*}{Activity detail:} & Date & Doc\# & Activity type & Amount & \\
\hline & 11/30/2006 & 100283 & lssue & 30.90 & \\
\hline & 03/14/2007 & 100371 & Redeem & -30.90 & \\
\hline 100014 & \[
\begin{aligned}
& 1000 \\
& \text { MA.IN }
\end{aligned}
\] & ```
Bill Baker
Issued on Ticket 100335
``` & 02/05/2007 & \[
\begin{array}{r}
15.00 \\
0.00
\end{array}
\] & * Redeemed " \\
\hline \multirow[t]{4}{*}{Activitydetail:} & Date & Dooz & Aotivity tyoe & Amount & \\
\hline & 02/05/2007 & 100335 & 1ssue & 15.00 & \\
\hline & 03/14/2007 & 100373 & Increase & 27.80 & \\
\hline & 03/14/2007 & 100374 & Redeem & -42.80 & \\
\hline \multicolumn{3}{|c|}{\multirow[t]{2}{*}{3 store oredits printed}} & Original amount & 74.11 & \\
\hline & & & Current amount & 0.00 & \\
\hline \multicolumn{6}{|c|}{-. End of report ..} \\
\hline
\end{tabular}

\section*{Journal - Summary}


\section*{Closed Gift Cards}

\section*{PURPOSE}

The Closed Gift Cards History allows you to view either a detailed or summarized report of "Closed" gift cards for your company. The report prints in order by Gift Card number.

\section*{Select System / Reports / History / Closed Gift Cards}


History - Detail
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline \multicolumn{3}{|l|}{Date 11/13/2007 Time 1:59:27PM} & & & & Page 1 \\
\hline \multicolumn{7}{|c|}{FOR DEMON STRATION PURPO SES ONLY Closed Gift Certificate History - Detail} \\
\hline \multicolumn{7}{|l|}{```
Expired as of: 11/13/2007
Event #: 700344
Order by: Event %, Gift cert %
```} \\
\hline Gift cert \# & Issued to Store & Name Selling description & Issue date Exp date & Original amount Current amount & Status & \\
\hline 100008 & \[
\begin{aligned}
& 200003 \\
& \text { MAIN }
\end{aligned}
\] & \begin{tabular}{l}
Bill McMaster \\
Gift Certificate
\end{tabular} & 11/07/2006 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & *- Redeemed & * \\
\hline \multirow[t]{5}{*}{Activity detail:} & Date & D00 \# & Activitytyo & Amount & & \\
\hline & 11/07/2006 & 100229 & Issue & 20.00 & & \\
\hline & 02/05/2007 & & Void & 0.00 & & \\
\hline & 02/05/2007 & & Reinstate & 0.00 & & \\
\hline & 02/05/2007 & 100329 & Redeem & -20.00 & & \\
\hline 100009 & \[
\begin{aligned}
& 200003 \\
& \text { MAIN }
\end{aligned}
\] & Bill McMaster Gift Certificate & 11/07/2006 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & -" Redeemed & \\
\hline \multirow[t]{3}{*}{Activity detail:} & Date & Doo \# & Activity type & Amount & & \\
\hline & 11/07/2006 & 100229 & 1ssue & 20.00 & & \\
\hline & 03/01/2007 & 100347 & Redeem & -20.00 & & \\
\hline 100014 & \[
\begin{aligned}
& 200004 \\
& \text { MAIN }
\end{aligned}
\] & John Jones Gift Certificate & 02/01/2007 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & *- Redeemed & * \\
\hline \multirow[t]{3}{*}{Activitydetail:} & Date & Doc \# & Activitytyo & Amount & & \\
\hline & 02/01/2007 & 100311 & lssue & 20.00 & & \\
\hline & 02/05/2007 & 100331 & Redeem & -20.00 & & \\
\hline
\end{tabular}

\section*{History - Summary}
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline \multicolumn{3}{|l|}{Date 11/13/2007 Time \(2: 00: 17 \mathrm{PM}\)} & & & & Page 1 \\
\hline \multicolumn{7}{|c|}{\begin{tabular}{l}
FOR DEMON STRATION PURPO SES ONLY \\
Closed Gift Certificate History - Summary
\end{tabular}} \\
\hline \multicolumn{7}{|l|}{```
Expired as of: 11/13/2007
Event #: 700344
Order by: Event #, Gift cert #
```} \\
\hline Gift cert \# & Issued to Store & Name Selling description & Issue date Exp date & Original amount Current amount & Status & \\
\hline 100008 & \[
\begin{aligned}
& 200003 \\
& \text { MAIN }
\end{aligned}
\] & Bill McMaster Gift Certificate & 11/07/2006 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & *- Redeemed & \\
\hline 100009 & \[
\begin{aligned}
& 200003 \\
& \mathrm{MAIN}
\end{aligned}
\] & Bill McMaster Gift Certificate & 11/07/2006 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & * Redeemed & \\
\hline 100014 & \[
\begin{aligned}
& 200004 \\
& \text { MAIN }
\end{aligned}
\] & John Jones Gift Certificate & 02/01/2007 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & "- Redeemed & \\
\hline 100015 & \[
\begin{aligned}
& 200007 \\
& \text { MAIN }
\end{aligned}
\] & \[
\begin{aligned}
& \text { Mary Higgins } \\
& \text { Gift Certificate }
\end{aligned}
\] & 02/02/2007 & \[
\begin{array}{r}
20.00 \\
0.00
\end{array}
\] & * Redeemed & \(\cdots\) \\
\hline 100020 & \[
\begin{aligned}
& \mathrm{CASH} \\
& \text { MAIN }
\end{aligned}
\] & \begin{tabular}{l}
Cash Customer \\
Gift Certificate
\end{tabular} & 03/05/2007 & \[
\begin{array}{r}
200.00 \\
0.00
\end{array}
\] & *- Redeemed & * \\
\hline \multicolumn{3}{|r|}{5 gift certificates printed} & Original amount & 280.00 & & \\
\hline \multicolumn{7}{|c|}{-- End of report .-} \\
\hline
\end{tabular}

\section*{Closed Store Credits}

\section*{PURPOSE}

The Closed Store Credit History lets you see either a detailed or summarized report of "Closed" store credits for your company. The report prints in order by Store Credit number.

\section*{Select System / Reports / History / Closed Store Credits}


\section*{Closed Store Credits}

History - Detail
\begin{tabular}{|c|c|c|c|c|c|c|}
\hline \multicolumn{4}{|l|}{Date 11/13/2007 Time \(2: 01: 49 \mathrm{PM}\)} & & & \multirow[t]{2}{*}{Page 1} \\
\hline \multicolumn{6}{|c|}{FOR DEMON STRATION PURPO SES ONLY Closed Store Credit History - Detail} & \\
\hline \multicolumn{7}{|l|}{Event \#: 700345} \\
\hline \multicolumn{7}{|l|}{\begin{tabular}{l}
Expired as of: \(11 / 13 / 2007\) \\
Order by: Event \(=\). Store credit \#
\end{tabular}} \\
\hline Store credit \# & Issued to Store & Name Description & Issue date Exp date & Original amount Current amount & Status & \\
\hline 100008 & \begin{tabular}{l}
CASH \\
MAIN
\end{tabular} & Cash Customer lssued on Ticket 100250 & 11/16/2006 & \[
\begin{array}{r}
28.21 \\
0.00
\end{array}
\] & *- Redeemed & \\
\hline \multirow[t]{3}{*}{Activity detail:} & Date & Doc\# & Activity type & Amount & & \\
\hline & 11/16/2006 & 100250 & 1ssue & 28.21 & & \\
\hline & 03/01/2007 & 100347 & Redeem & -28.21 & & \\
\hline 100009 & \[
\begin{aligned}
& 200004 \\
& \text { MAIN }
\end{aligned}
\] & John Jones lssued on Ticket 100283 & 11/30/2006 & \[
\begin{array}{r}
30.90 \\
0.00
\end{array}
\] & * Redeemed & \\
\hline \multirow[t]{3}{*}{Activity detail:} & Date & D00\# & Activity type & Amount & & \\
\hline & 11/30/2006 & 100283 & lssue & 30.90 & & \\
\hline & 03/14/2007 & 100371 & Redeem & -30.90 & & \\
\hline 100014 & \[
\begin{aligned}
& 1000 \\
& \text { MAIN }
\end{aligned}
\] & \begin{tabular}{l}
Bill Baker \\
lssued on Ticket 100335
\end{tabular} & 02/05/2007 & \[
\begin{array}{r}
15.00 \\
0.00
\end{array}
\] & *- Redeemed & \\
\hline \multirow[t]{4}{*}{Activity detail:} & Date & Doc \# & Activity type & Amount & & \\
\hline & 02/05/2007 & 100335 & Issue & 15.00 & & \\
\hline & 03/14/2007 & 100373 & Increase & 27.80 & & \\
\hline & 03/14/2007 & 100374 & Redeem & -42.80 & & \\
\hline \multicolumn{3}{|c|}{\multirow[t]{2}{*}{3 store credits printed}} & Original amount & 74.11 & & \\
\hline & & & Current amount & 0.00 & & \\
\hline
\end{tabular}

\section*{History - Summary}


\section*{Specialty Retail}

6060 Primacy Parkway, Suite 460 • Memphis, TN 38119 (800) 852-5852 • www.CounterPointPOS.com```


[^0]:    -- End of report --

[^1]:    (* Enterprise Edition Only)

