

iPOS - Daily Sales Report

Introduction

The most common report used in the system is the Daily Sales Report. This report is a very comprehensive report and can be used for a variety of data analysis purposes. The document outlines some of them and what you need to do to get more out of this report.

Procedure -Get A Daily Sales Report

Login is the Back Office of the system with your Login and Password. Under the Reports heading Select Sales Reports. By default the system will try and produce a report for today. You can change any of these options, the most common is the date to get previous days sales. Click Calculate Report.

Special Advanced Option

The Daily Sales report has the ability to provide an estimated Gross Profit analysis provided you are able to supply estimated products costs. To set this up Select Products from the Main Menu. Enter the estimated cost of the complete product and or service in the COST field of the product. Do this for all products in the system.

This is only an estimate; you will have to maintain these costs over time. Depending on how your business works you might need to schedule annual, or quarterly reviews of the costs to keep that in-line.

This estimate does not update from the stock system.

From:

<https://wiki.imagatec.com.au/> - Imagatec Wiki

Permanent link:

https://wiki.imagatec.com.au/doku.php?id=customer_portal:manuals:ipos:daily_sales_report

Last update: 2025/07/14 14:48

