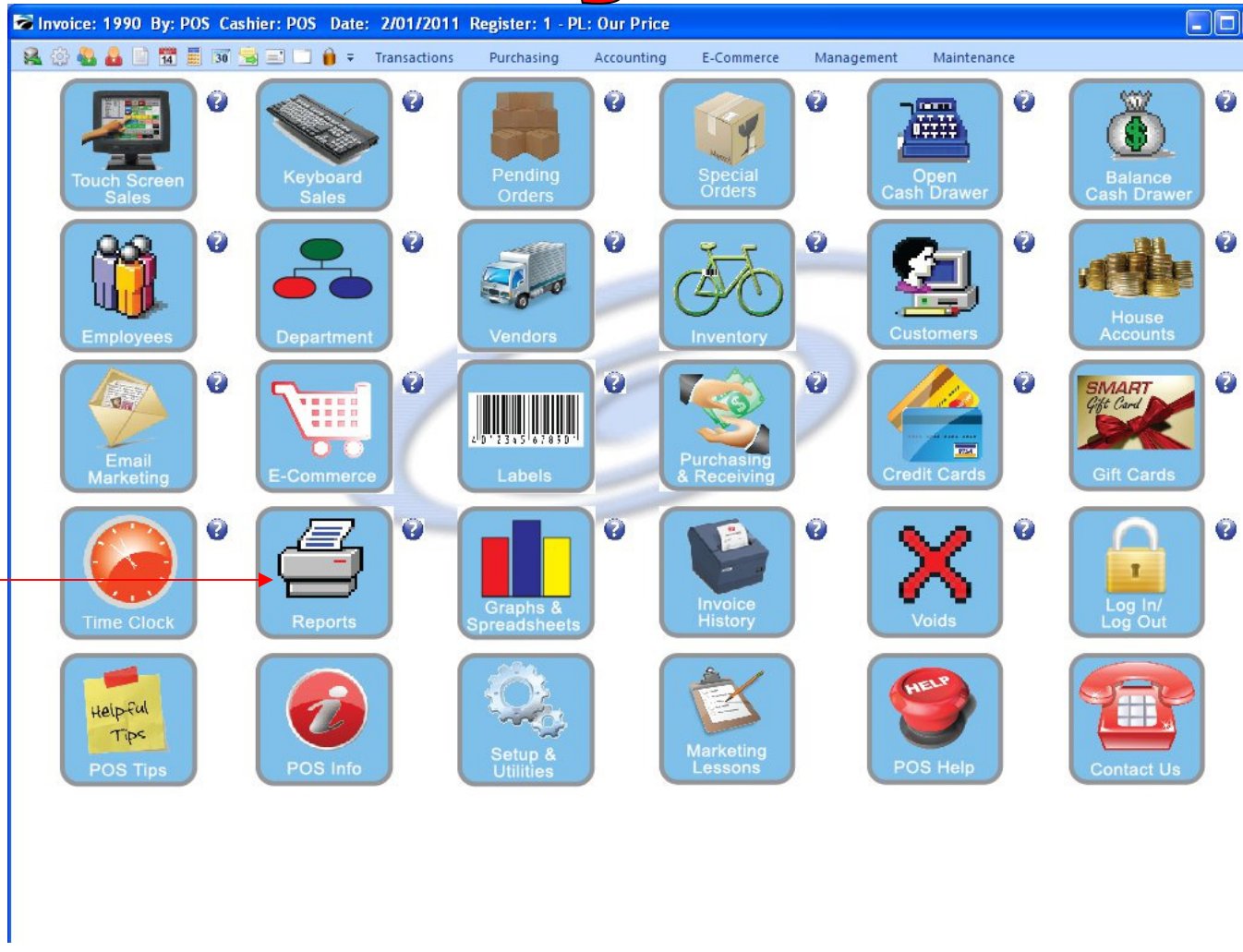


# Sales Reports

## Sales by Vendor

1



IN MANAGER MODE:

Go to Reports

1. Select Reports Button

# Sales Reports

## Sales by Vendor

2

1

2

3



### REPORT CENTER:

1. Under Report Type, Select Sales Report
2. Under Report, Select Vendor
3. Select Run Report (F7)

# Sales Reports

## Sales by Vendor

3

The screenshot shows the POSitive Retail Manager interface. The Report Center is open, displaying the Vendor Selection List dialog box. The dialog box has the following settings:

- Print Options:** From: 2/01/2011, To: 2/28/2011. **Date Range [F2]** is selected.
- Sort By:** SKU is selected.
- Print Detail:** Unchecked.
- Use Primary Vendor if no Vendor found:** Unchecked.
- Print Marked [F7]** button is selected.

Vendor ID	Name	Account
<input checked="" type="checkbox"/>	CC	Coke Cola
<input checked="" type="checkbox"/>	CDSCD	Cosco
<input checked="" type="checkbox"/>	JAV	Jansport Apparel Vendor
<input checked="" type="checkbox"/>	NV	No Vendor
<input checked="" type="checkbox"/>	NDR	Northside Foods
<input checked="" type="checkbox"/>	OC	Otis Cookies
<input checked="" type="checkbox"/>	PV	Pepsi
<input checked="" type="checkbox"/>	PC	Pepsi Cola
<input checked="" type="checkbox"/>	SC	Sams Club
<input checked="" type="checkbox"/>	SSP	School Supply Vendor
<input checked="" type="checkbox"/>	XYZ	XYZ VENDOR

1

2

3



### REPORT CENTER:

1. Set Date Range (F2), Report will default to today
2. Do not have Print Detail selected
3. Select Print Marked (F7) to print all Sales by Vendor

# Sales Reports

## Sales by Vendor

4

Report Preview

File

Page: 3 of 4 Step: 20

Pages To Print: Search: Copies: 1

Page	Size
✓ 1	11,272
✓ 2	9,590
✓ 3	32,992
✓ 4	17,976

### Sales Report By Vendor

*Confidential*

From: 1/01/2011 To: 12/31/2011

		Quantity	Average Cost	Average Price	Profit Margin
<b>Jansport Apparel Ven</b>					
012	HOODIE MASCOT LOGO BLACK/LAR	3.00	7.06	25.00	53.82 71.76
013	HOODIE MASCOT LOGO BLACK/XLAI	4.00	7.06	20.00	51.76 64.70
05THGL	JANSPORT HOODIE GREEN/LARGE	0.00	0.00	0.00	0.00 100.00
10GSEXKL	GYM SHORTS BLUE/XXL	1.00	14.00	25.00	11.00 44.00
10GSEXKL	GYM SHORTS NAVY/XXL	2.00	14.00	19.50	11.00 28.21
123456	GYM SHORTS GREEN/XXL	3.00	14.00	19.50	16.50 28.21
JAN-2000072-M	JANSPORT HOODIE M123-XL-Blue	1.00	10.06	14.99	4.93 32.89
78545	SHORTS GREEN XL	2.00	2.00	14.99	25.98 86.66
78548	SHORTS GREEN	1.00	2.00	20.99	18.99 90.47
JAN-2000064-M	JANSPORT HOODIE M123-S-Red	3.00	10.06	14.99	14.79 32.89
JAN-2000070-M	JANSPORT HOODIE M123-L-Red	3.00	10.06	14.99	14.79 32.89
CFBL	FOOTBALL JERSEY BLUE/LARGE	4.00	21.00	30.00	26.00 30.00
CNAME	CUSTOM NAME BACK	4.00	4.00	6.00	8.00 33.33
CNFB	CUSTOM NUMBER FRONT & BACK	4.00	4.00	6.00	8.00 33.33
JAN-2000073-M	JANSPORT HOODIE M123-XL-Red	2.00	10.00	14.99	9.98 33.29
05THGM	JANSPORT HOODIE GREEN MEDIUM	2.00	0.00	20.00	40.00 100.00
Jansport Apparel Ven Vendor Group Total:		39.00	8.87	17.21	325.54 48.49

Zoom: 80% 4 pages, 70.1Kb



1



### REPORT CENTER:

1. Each page will show a Sales Report by Vendor.