Sales Reports
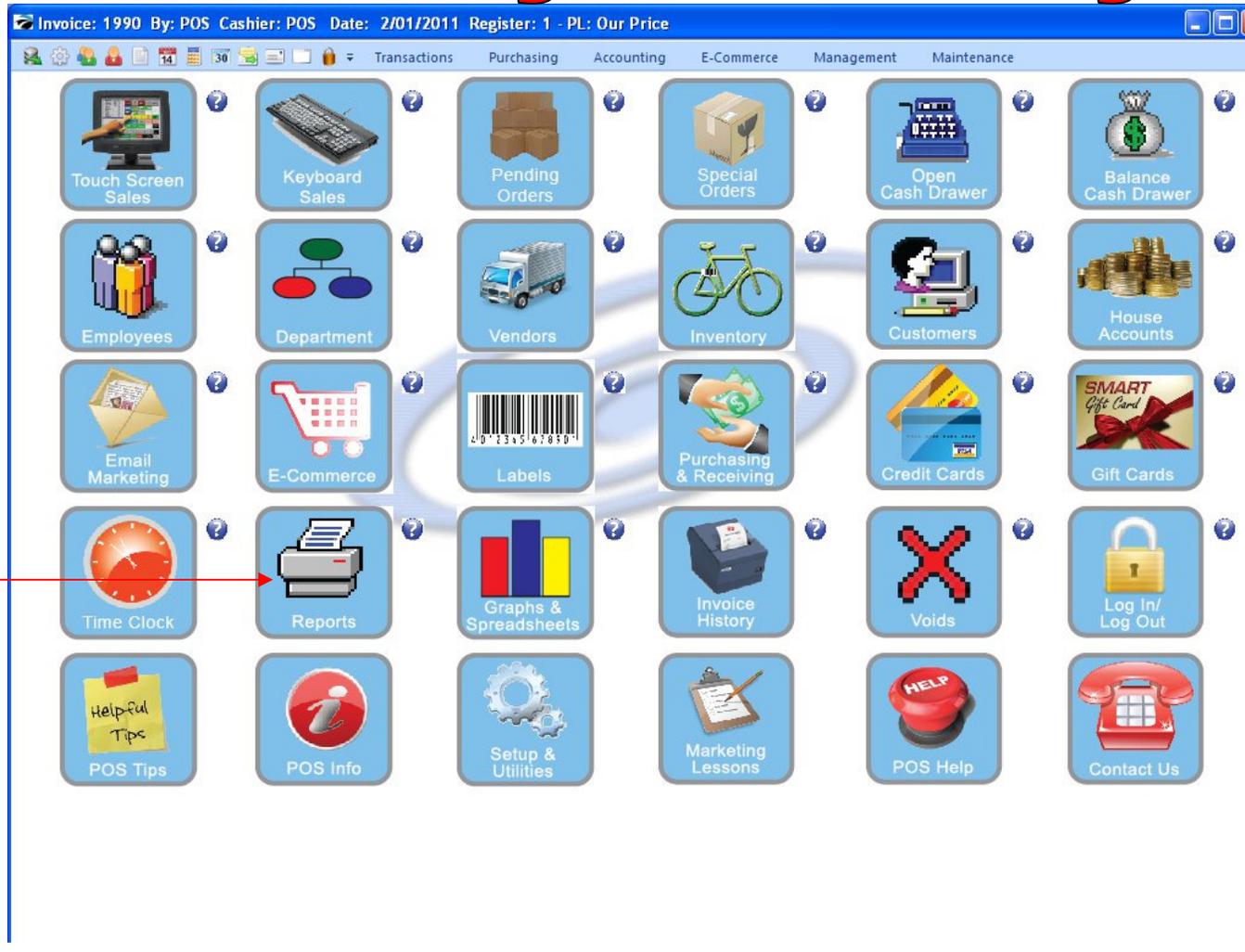# Sales by Inventory
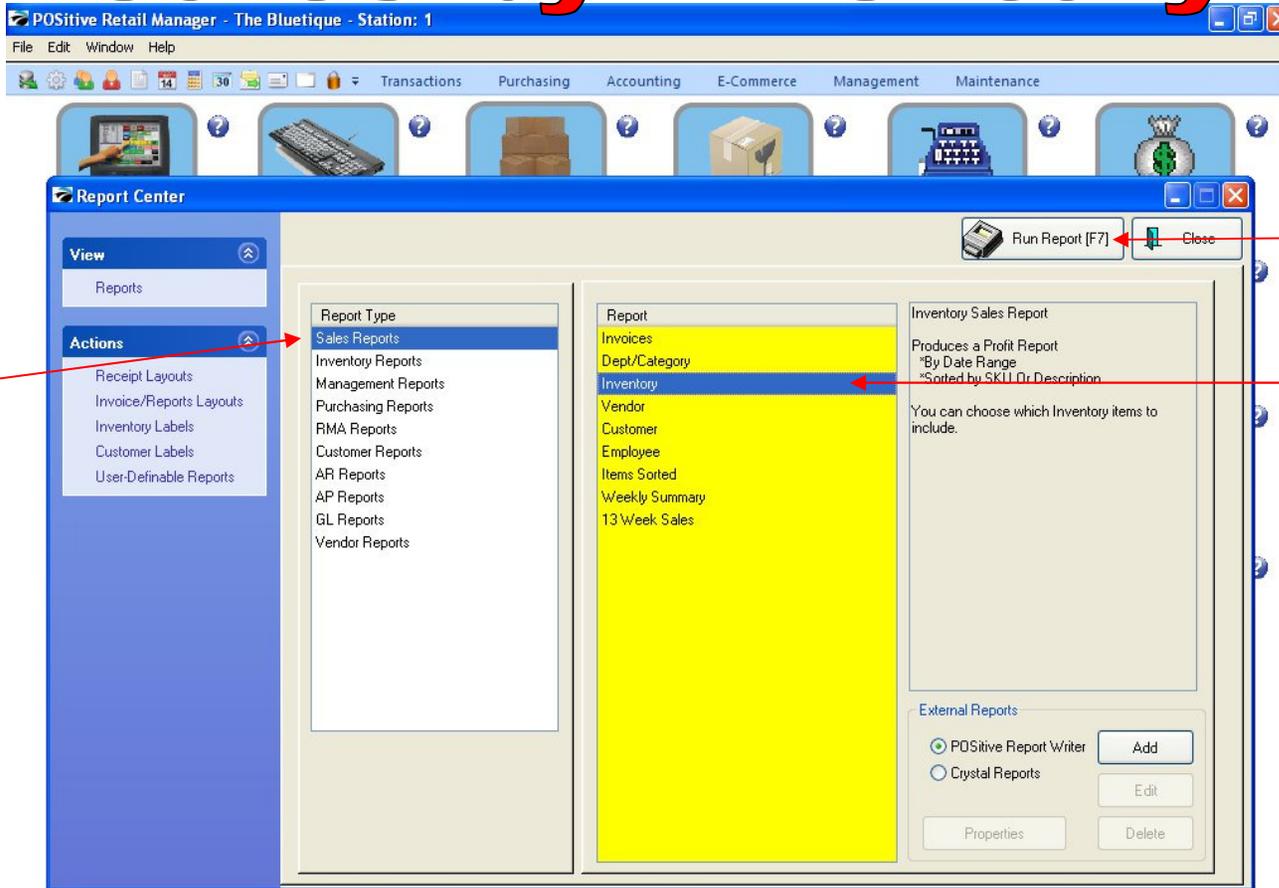
IN MANAGER MODE:
Go to Reports

1. Select Reports Button

Sales Reports
Sales by Inventory

REPORT CENTER:

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

Sales Reports
Sales by Inventory

REPORT CENTER:

1. Set Date/Time Range (F2), Report will default to today
2. Select Print All Inventory Items
3. Have Print Detail checked
3. Select Print (F7)

Sales Reports
Sales by Inventory

REPORT CENTER:

1. Total Items Sold Report will print
2. Note the Gross Profit % Margin figure

Sales Reports
Sales by Inventory

REPORT CENTER:

1. Set Date/Time Range (F2), Report will default to today
2. Select Print One Inventory Item
3. Type in SKU or Browse for it
4. Have Print Detail checked
5. Select Print (F7)

REPORT CENTER:

1. Sales Report for One Item will print
2. Note the Gross Profit % Margin Figure