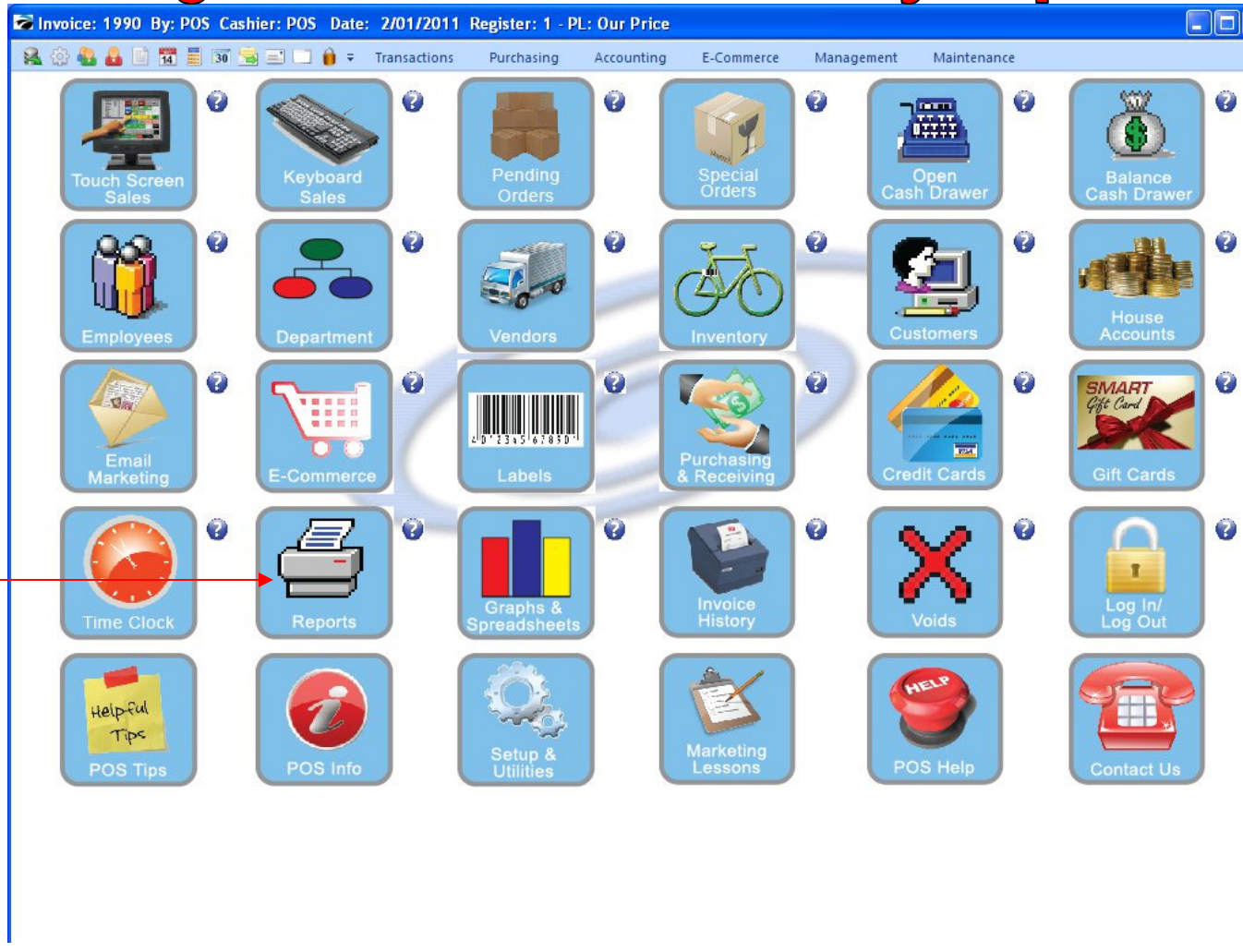


Management Reports

Register Balance Summary Report

1



IN MANAGER MODE:

To add up 2 Stations or More for a Bank Deposit Report

Go to Reports

1. Select Reports Button

Management Reports

Register Balance Summary Report

2

The screenshot shows the POSitive Retail Manager software interface. The main window is titled "Report Center" and contains a list of report types and a list of reports. The "Daily Balance Summary" report is selected. A "Run Report (F7)" button is visible. Red arrows and numbers 1, 2, and 3 indicate the steps to run the report.

1. Under Report Type, Select Management Reports

2. Under Report, Select Daily Balance Summary

3. Select Run Report (F7)

Reports

REPORT CENTER:

1. Under Report Type, Select Management Reports
2. Under Report, Select Daily Balance Summary
3. Select Run Report (F7)

Management Reports

3

Register Balance Summary Report

The screenshot shows the POSitive Retail Manager interface. The main window is titled "POSitive Retail Manager - The Bluetique - Station: 1". Below the menu bar, there are several icons representing different modules: Transactions, Purchasing, Accounting, E-Commerce, Management, and Maintenance. The "Report Center" window is open, displaying a "Set a range of dates" dialog box. The dialog box has a "View" section with "Reports" selected, and an "Actions" section with various report options. The date selection area includes fields for "From:" (3/07/2011) and "Thru:" (3/07/2011), along with "Starting at:" (12:00 AM) and "Ending at:" (11:59 PM). There are also buttons for "Yesterday", "Today", "Tomorrow", "Last Week", "This Week", "Next Week", "Last Month", "This Month", "Next Month", "Last Quarter", "This Quarter", "Next Quarter", "Last Year", "This Year", and "Next Year". A calendar grid shows the months of March, April, May, and June 2011. The "OK [F10]" button is highlighted with a red arrow labeled "2".



REPORT CENTER:

1. Select the date/time range
2. Select OK (F10)

Management Reports

Register Balance Summary Report

4

Report Preview

File

Page: 1 of 2 Step: 20

Pages To Print: Search: Copies: 1

Page	Size
✓ 1	22,708
✓ 2	13,390

Register Balance Summary Report From: 12/22/2010 12:00 AM
Confidential To: 12/22/2010 11:59 PM

Date	Register	By	Cash	Checks	Charge/Debit	Coupons	Gift	Food Stamps
12/22/2010	1	POS	Actual Cash Received: 35.65	18.00	0.00	0.00	0.00	0.00
			Computer Reported: 35.67	18.00	0.00	0.00	0.00	0.00
			OVER: 0.00	0.00	0.00	0.00	0.00	0.00
			SHORT: -0.02	0.00	0.00	0.00	0.00	0.00
			Cash Left in Drawer: 35.00					
12/22/2010	2	POS	Actual Cash Received: 81.44	2.00	21.00	0.00	0.00	0.00
			Computer Reported: 81.48	2.00	21.00	0.00	0.00	0.00
			OVER: 0.00	0.00	0.00	0.00	0.00	0.00
			SHORT: -0.04	0.00	0.00	0.00	0.00	0.00
			Cash Left in Drawer: 35.00					
12/22/2010	3	POS	Actual Cash Received: 68.60	34.38	38.49	0.00	41.67	0.00
			Computer Reported: 68.50	34.38	38.49	0.00	41.67	0.00
			OVER: 0.10	0.00	0.00	0.00	0.00	0.00
			SHORT: 0.00	0.00	0.00	0.00	0.00	0.00
			Cash Left in Drawer: 35.00					

Zoom: 80% 2 pages, 35.3Kb

1



REPORT CENTER:

1. The report will show all stations Register Balance Summary Report

Management Reports

5

Register Balance Summary Report

Report Preview

File

Page: 2 of 2 Step: 20 Copies: 1

Page	Size
1	22,708
2	13,390

Register Balance Summary Report
Confidential

From: 12/22/2010 12:00 AM
To: 12/22/2010 11:59 PM

Date	Register	By	Cash	Checks	Charge/Debit	Coupons	Gift	Food Stamps
			Total Sales w/out Tx			336.99		
			Tax Collected			12.54		
			Tax 1 Collected			12.54		
			Tax 2 Collected			0.00		
			Total Sales			349.53		
			-Gift Certificate Applie			41.67		
			-Sales On Accour			62.01		
			-Ending Balanc			105.00		
			+Starting Balanc			105.00		
			+Accts Recv. Collecte			53.67		
			+Over/Short			0.04		
			Total			299.56		
Cash:			185.69					
Check:			54.38					
Subtotal:			240.07					
Charge:			59.49					
Your Deposit:			299.56					

Zoom: 80% 2 pages, 35.3Kb

1



REPORT CENTER:

1. The last page will the Summary of all registers or for a time period