

The Sirius Software system has more than 800 Inquires/Lookups used throughout the applications and functions. Most of these lookups include alternative search sequences and all lookups include the ability to start the search from a user entered starting point. Many Lookups display the “hi-lighted Line” detail either at the bottom of the lookup display or via a “Hot Key”. Most of the major lookups are listed below.

Accounts Receivable

Invoice Lookup  
Invoice Detail Lookup  
Invoice Distribution Lookup  
Lookup AR Transactions by Invoice#  
Aged Trial Balance Inquiry  
AR Transaction Lookup  
Invoice History Lookup  
Invoice History Detail Lookup  
AR Transaction Tracking Lookup (Date)  
AR Transaction Tracking Lookup (Customer#)  
AR Transaction Tracking Lookup (Invoice#)  
Customer Lookup #1 (Short)  
Customer Phone Book L/Up(#2)  
Customer Lookup #3 (Full Name)  
Customer Lookup #3 (by Name)  
Customer Lookup (by Alias)  
Customer Ship-To/Bill-To Lookup  
Customer Ship-To/Bill-To Notes Lookup  
Customer Shipper Lookup  
Customer Alias Lookup  
Customer Alias Lookup by Customer  
Customer Contact Lookup  
Customer Family Information Lookup  
Customer Notes Lookup  
Phone Book Lookup  
Customer Specifications Lookup  
Customer Quote Specs Lookup  
Customer Technical Specs Lookup  
Rental Rate Lookup (Sales Order Rentals)

Accounts Payable

Invoice Entry Lookup  
Invoice Entry Distribution Lookup  
Invoice Entry Distr. Lookup by Batch#  
Vendor Lookup  
Vendor Phone Book Lookup  
Vendor Lookup (Small)  
Vendor Analysis Lookup  
Check Inquiry  
Open AP Item Inquiry  
Open AP Item Inquiry by Invoice#  
Batch Lookup  
Batch Details Lookup  
Open Item History Inquiry  
AP Cheque Control Lookup

General Ledger

JE Header Inquiry  
GL Account Inquiry (Glac)  
GL Transaction Inquiry (Gltr) by date  
GL Transaction Inquiry (Gltr) by Source  
GL Transaction Inquiry (Gltr) by Reference  
GL Summary Inquiry (glsm)  
Company Master Lookup  
General Ledger Account Type Lookup  
General Ledger Account Lookup  
General Ledger Budget Lookup  
General Ledger Auto Distribution Lookup  
General Ledger Intercompany Account Lookup  
General Ledger Revenue Class Lookup  
GL Period Lookup  
GL 52 Period Lookup

Currency Lookup (XCUR)  
Tax Table Lookup  
Report Writer Header Lookup  
Report Writer Detail Lookup

Payroll

Employee Code Lookup by Employee#  
Employee Code Lookup by Name  
Employee Code Lookup by Department  
Employee Type Lookup  
Staff Rates Lookup  
Payroll Transactions Lookup  
Payroll Additional Pay Lookup  
Commission Lookup  
Commission Override Lookup  
Commission History Lookup  
Employee Payroll History Lookup by Employee#  
Employee Payroll History Lookup by Payroll#  
Master Benefits / Deductions Lookup  
Payroll GL Distribution Lookup  
Employee Schedule Lookup by Employee#  
Employee Schedule Lookup by Date  
Employee Schedule Time Lookup by Date  
Payroll Constants Lookup  
Holiday Date Lookup

Inventory

Item Detail Inquiry  
Item Lookup (Basic)  
Item Lookup by Lookup Group  
Item Lookup by Lookup Group / Sub Group  
Item Lookup by Vendor  
Item Lookup by Vendor Item#  
Item Lookup by Partial Description  
Item Lookup - All Companies  
Item Lookup by Location  
Full Serial# Tracking Lookup by Item#  
Full Serial# Tracking Lookup by Serial#

Availability Lookup  
Lookup/Multi-Company  
Inventory Detail Inquiry  
Item Lookup (Large)  
Adjustment Lookup  
Bar Code Lookup  
Count Lookup  
Kit Lookup  
Location Lookup  
PartSmart/Vendor# Lookup  
Inventory Type Lookup  
Customer Complex Pricing Lookup  
Customer Simple Pricing Lookup  
Item Cross Ref. (Alt. Vendor) Lookup  
Price Book Inquiry and Update  
Serial# Tracking Lookup by Item#  
Inventory Detail Tracking L/UP  
Core Lookup  
Core History Lookup

Sales Analysis

Customer History Inquiry

**Purchasing**

PO Inquiry by Vendor#  
PO Inquiry by Item#  
PO Inquiry  
Lookup Suggested Reorders  
PO Detail Lookup by Project#  
PO Detail Lookup by RO#  
PO Detail Lookup by WO#  
PO Detail L/Up by Item#  
PO Lookup by status  
PO Detail Lookup by Sales#  
PO Detail Expected Delivery Lookup by Date  
PO Detail Expected Delivery Lookup by Item#  
Purchase History Inquiry

**Sales and POS (Retail)**

Customer Inquiry #2  
Customer Inquiry #3  
Price Book Inquiry  
SO Inquiry #1  
SO Inquiry #2 (Address)  
SO Inquiry #3 (Orig. SO#)  
SO Inquiry #4 (Invoice)  
PO Inquiry by Item#  
Manual Invoice Inquiry  
Price Inquiry  
Price Inquiry (c)  
SO Inquiry #7  
Order value Discount Lookup  
  
POS Inquiry  
SO Inquiry #1  
SO Inquiry #2 (Address)  
SO Inquiry #3 (Orig. SO#)  
SO Inquiry #4 (Invoice)  
PO Inquiry by Item#  
Inventory Availability Lookup  
Reservation Lookup  
B/O Inquiry by BO#  
B/O Inquiry by Item# (PO#)  
B/O Inquiry by Item# (Qty)  
SO History Lookup (#1)  
SO History Lookup (#2)  
SO History Lookup (POS)  
SO History Daily Details  
SO History Daily Details(PG)  
SO Rental History Lookup

**Service**

Customer Unit Location Lookup  
Item Availability Lookup  
Unit Lookup by VIN  
Manufacturer's Price Book Lookup  
Item Lookup by Vendor  
Customer Unit Find & Lookup  
Customer Requirements Lookup  
Consumable Tracking Lookup  
  
Repair Order Inquiry  
Repair Order Invoice Inquiry  
RO Lookup by Previous RO#  
Repair Order Lookup by Customer Name  
Contract Lookup by Customer Name  
Major Unit Inventory Lookup  
RO Lookup/Add a Problem  
Mechanic Time Lookup  
Inquiry - 1 RO#/All Problems  
Inquiry - 1 RO#/All Parts  
Inquiry - 1 RO#/All Labour  
Inquiry - 1 RO#/All Sublet  
Labour Time Record Lookup  
RO Release by All Problems  
RO Release by Promised Date

RO Release by RO#  
RO Release by Problem  
Assign Mechanics Schedule  
Display Mechanics Daily Work  
  
Procedures Inquiry  
Recall Notice Inquiry  
Pricing Structure Inquiry  
Mechanics Scheduling Inquiry  
Operations Inquiry  
Parts Availability Inquiry  
Repair Order History Inquiry  
Repair Order Problem History Inquiry  
Repair Order Details History Inquiry

**Major Unit Inventory**

Major Unit Models Lookup  
Major Unit Manuf. Options Lookup  
Major Unit Dealer Options Lookup  
Major Unit Build Master Lookup  
Major Unit Purchase Order Lookup by PO#  
Major Unit PO Detail Lookup by Customer#  
Major Unit PO Detail Lookup by Delivery Date  
Major Unit Stock Inventory Lookup by Stock#  
Major Unit Stock Inventory Lookup by Manufacturer  
Major Unit Stock Inventory Lookup by Status  
Major Unit Stock Inventory Lookup by Type  
  
Contract L/Up by Contract#  
Contract L/Up by Customer Name  
Contract L/Up by Invoice#  
Contract L/Up by Status  
Contract Trust Account  
Floor Plan Maintenance Lookup  
Floor Plan Lookup - O/S by Vendor  
Floor Plan Lookup - Due by Vendor  
Major Unit Dist. Lookup  
Stock Unit Profile Master  
Business Profile Master  
Business Products Master  
Extended Warranty Master  
Fees Master

**Major Unit Rental**

Reservation Lookup by #  
Reservation Lookup by Arrival  
Reservation Lookup - New  
Reservation Lookup - Scheduled  
Reservation Lookup by Location  
Reservation Lookup by Departure  
Reservation Lookup - On Hold  
Reservation Lookup - Alphabetical  
Rental Units Master Lookup  
Rental Rates Lookup  
Rental History Lookup by Date  
Rental History Lookup by Name  
Rental History Lookup by Vessel Name  
Rental History Lookup by Location

Partial list of the available reports. Most reports include 1 or more “User Defined” ranges (such as “Starting” Customer# and “Ending” Customer#, Item#, etc. Most reports also include “Filters” to limit the data printed on the report. These filters are always related to the report data such as “Product Group”, Customer Type, Purchase Order Type, etc. More reports, ranges and filters are added every week/months.

Accounts Receivable

Manual Invoices  
Labels for Manual Inv.  
List of Invoices NOT Posted  
Cash Posting  
Cash Posting (Narrow)  
Invoice Summary List by Inv#  
Invoice Summary List by Cust  
AR Posting Edit List  
AR Posting Journal  
  
Price Audit Rpt. by Employee  
Price Audit Rpt. by Customer  
OverDue Report  
Open Items List  
Aged Trial Bal.Rpt.(1Crcy)  
Aged Trial Bal.(1 Cust)  
Aged Trial Bal.(1 Crcy-80c)  
Aged Trial List (1 Crcy-80c)  
Aged Trial List (1Line/Cust)  
Customer List by Cust#  
Customer List by Cust# (Fax)  
Customer Alpha List  
Customer Laser Labels  
Customer 1 x 3.5 Labels  
Cust. Statements (Due Date)  
Cust. Statements (Inv.Date)  
Cust. Statements (Inv.Date/Alpha)  
A/R Journal by Invoice Date  
O/S Invoice List  
List Invoices by Date/Status  
A/R Open Item List (by Source)  
List Duplicate Orders  
List Complex Pricing by Prod.Grp  
List Complex Pricing by Customer  
Aged Trial Bal.(1Crcy-80cZ)  
Customer List by Sales Person  
Aged Trial Balance (#8)/Name  
Customer Laser Labels (NoSc)  
  
AR Posting Journal (All Rev.)  
Customer Statement - Special  
Customer Tax Exemption List  
Audit Report by Cust.(1 Yr/Pd)  
AR TX List by Cust.(Doc.Date Seq.)

Accounts Payable

Entry Edit List  
Cash Requirements Report  
Checks (All types)  
Check Register  
Reconciliation Report  
Reconciliation Report by Date  
AP Post Journal (Format #2)  
  
Vendor List (Numeric-Detail)  
Vendor List (Numeric-1 Line)  
Vendor List (Alpha-1 Line)  
Paid Invoice Report (H/C)  
AP Check Master List  
Currency List (XCUR)  
AP Invoice List  
Laser Vendor Labels

Vendor 1 x 3.5 Labels  
  
AP Batch# List  
Aging Rpt. by Priority(80c)  
AP GL Distribution Report  
AP Proj. Distribution Report  
Aging Report (Wide)  
Aging Report (Narrow/80c)  
Aging Rpt (80c:1Line/Vendor)  
Aging by Purchase Date (80cl)  
Unpaid `As of` Report  
  
AP Entry Report  
AP Paid List by DueDate  
AP Paid List by DueDate (Hist)  
Vendor Priority List  
Vendor Analysis by Vendor  
Vendor Analysis by Function

General Ledger

Journal Entry Edit List  
Income Stmt (Depts)  
Income Stmt (Consol)  
Balance Sheet  
Trial Balance Detail  
Detail Account Report  
Detail Account (80col)  
Detail Special Report  
Print Budget List  
Print Budget Comparison Rpt  
GL Report Writer - 6 cols.  
GL Report Writer - 12 cols.  
GL Report Writer - Narrow  
Consolidated Trial Balance  
Consolidated Trial Bal(wide)  
  
List of UnUsed GL Accounts  
GLTrans. Audit Rpt by Pd  
GLTrans. Audit Rpt by Pd(132)  
Check GLSM for Missing Acct#  
GL Trans. Audit Rpt by Batch#  
GL Detail Acc't List by Trans.Date  
GL Trans.Audit List by Pd/Ref#  
GL Trans.Audit Rpt by Pd/Ref#  
GL JE Control List by JE#  
GL Report Writer List  
Income Statement (Cons-Summary)

Payroll

List Entered Time Records  
Payroll Edit List  
Payroll Checks (All)  
Posting Journal, Up GL  
Posting Journal by Emp  
Print T4's  
  
Vacation Accrual List  
Employee List by Code  
Employee Alpha List  
Empl. Work Load Ratio List  
Project WLR Report  
Employee YTD Report  
Employee Health Ded. List  
  
Commission Report  
Commission History Report  
  
Time Edit by Date #1 (Calcs)  
Time Edit by Date List #2  
Time Edit by Empl# #3 (Calc)  
Weekly Schedule  
Employee Schedule  
Weekly Schedule/Costs  
Employee Time Report  
Payroll Input List  
  
Empl. Hist. List#1 (By Year)  
Empl. Hist. List#2 (By Empl)  
Payroll History List by Payroll#

## Inventory

### By Product Group

Item Availability Rpt#1  
Item Availability Rpt#2  
Item ReOrder Inform. Rpt  
Item Pricing Inform. Rpt  
Item Evaluation Rpt  
Item Evaluation Rpt (4Dec.)  
OverStocked Rpt (QOH)  
OverStocked Rpt (Avail.)  
ReOrder Rpt  
Item List  
Margin Report by PG.

### By Vendor

ReOrder Rpt  
Inventory Max. Value Rpt  
Vendor List

### By Item#

Simple Inventory Value Rpt.  
Inventory Rpt. By Bin# (1 Lines/Item)  
Inventory Rpt. By Bin# (2 Lines/Item#)  
Inventory Max. Value Rpt.(Item)  
Price Audit Rpt by Employee  
Price Audit Rpt. by Customer  
Setup BarCodes Database  
Print User Defined BarCodes  
Print POS BarCodes  
Item List/Lookup Group w/Prc  
Item List/Lookup Group w/UPC  
Item List by Vendor  
Inventory Adjust. Rpt (by Date)  
Inventory Adjust. Rpt  
Item Availability Rpt#1  
Item Availability Rpt#2  
Item ReOrder Inform. Rpt  
Item Pricing Inform. Rpt  
Item Evaluation Rpt  
Item Evaluation Rpt (4Dec.)  
OverStocked Rpt (QOH)  
OverStocked Rpt (Available)  
ReOrder Rpt  
Manufacturing Order Inform.  
List Kit Components  
Rental Inventory List  
Item Price List  
Item Price List w/costs  
Item Price List (by AlphaSort)  
Item Price List (by Sort Desc)  
Item Price List (by AlphaSort\*)  
Item Price List (by AlphaSort2)  
Item Price List (by Lookup Group)  
Item Cost Variance Report  
Item Missing Cost/Price Report  
Item List  
Special Rental List  
Item Master Date History List  
Inventory Non-Movement Report  
Item Labels (Desc)  
Check Margin Report

Serial# Tracking Report by Sale Date/Serial#  
Serial# Tracking Report by Item#  
Serial# Tracking Report by Rec'd Date  
Serial# Tracking Report by Sales Date  
Serial# Tracking Report by Cust#/Item#

List Cores by Customer  
List Cores by Item#  
List Core History by Customer#  
List Core History by Item#

Count Sheets

Count Sheets(B Format)  
Count Edit List (P/S)  
Count Edit List (Item)  
Count Edit List (Bin#)  
Count Variance Rpt (Bin#)  
Count Variance Report  
Recount Sheets (P/S)  
Recount Sheets (Bin#)  
Recount Sheets (P/S w/ct)  
Recount Sheets (Bin w/ct)  
Tag/Missing Tag List  
Variance Report by Batch#

## Purchasing

Suggested PO's Edit List  
Suggested PO's Edit List2  
Purchase Orders  
PO Receiving/Finished Copy

"POS Style" Barcode Labels from POS  
PrePrint POS BC Labels from POS  
O/S Purchase Orders by Vend.  
PO Purchased Detail by Vendor  
PO Items Received Report  
PO Items Received Rpt by Buyer  
PO Receiving Report  
PO List by Vendor Type  
PO List by Vendor#  
PO Expected Del'y (by Vend.Item)  
PO Expected Del'y (by Our Item)  
PO History Rpt. (by Item/Date)

Suggested PO's Edit#3 (Bin#)  
PO Final Costing Copy  
PO Detail Labels w/SO# & Cust#  
PO Detail Labels by PO/Line#

## Purchase Analysis

PO Analysis by Vendor# (\$/Ton)  
PO Analysis by Vendor#  
PO Analysis by Item# (Small Inventory)  
PO Analysis by Item# (Large Inventory)

## Sales Orders (Just SO)

Acknowledgement  
Picking List (by P/S#)  
Packing Slips (Stat=R)  
Daily GL Distr. Rpt  
Daily Detail Rpt (I/T)

## POS (Just Retail)

Rental Agreements(Narrow)  
Rental Agreements(Wide)  
Invoices (Narrow - 4 Types)  
Invoices (Wide - 8 Types)

## SO & POS (Available in Both)

Terminal Cash Report  
Terminal 'On Account' Report  
Cash Drawer Report  
Daily GL Distr. Report  
Daily Detail Report (by Prod. Grp)  
Sales Journal By Date  
Daily Sales Summary Input  
Daily Sales Summary Display  
Daily Sales Summary Report  
Daily Detail Report (Status I/T)

Orders NOT Posted List  
Daily Reservation List  
Serial# Tracking Report  
Serial# Full Tracking Rpt  
Order Detail List by Inv.Date  
Daily Sales Sum. Input-GAS

B/O List #1 by Order# (Detailed)  
B/O List by Date  
B/O List by Customer  
B/O List #2 by Customer  
B/O List by Vendor  
B/O List by Item#  
B/O List by Invoice Date

Acknowledgement  
Picking List by P/S#  
Picking List by Order Date  
Packing Slips (stat=R)  
Invoices by P/S#  
Invoices by Order Date  
Sales Journal by Invoice#  
Sales Journal by Date  
Invoices by P/S# (w/o\$)  
Reprint Invoice by Invoice#  
Daily 'On Account' Report  
Daily GL Distr. Report  
Daily Summary Rpt.(I/T)  
Daily Detail Rpt. (by Prod. Grp)  
Sales GST Report

Cancelled Orders List (C)  
Pick/Slips Not Printed (N)  
Printed but NOT Ready (P)  
Ready to Invoice List (R)  
Invoice List by Date (I/R)  
Detail List by Date (I/T)  
Detail List#2 by Date (Paym)  
Orders Not Posted List by Date  
Invoice List by Invoice#  
Invoiced Sales (to a Proj.)  
Rental Reprint (wide)  
Rental Reprint (Narrow)  
Sales Order Profit Report  
Item's Sold YTD Report  
Item's Sold YTD Report #2  
Serial Tracking Rpt.(On Sale)  
Order List by Shipping Date  
Order List of 'Hold' Orders  
Outstanding Items List  
Price List by Lookup Group  
List Items Sold by Item/Sold Date  
SO Exception Report #1 -SODT  
SO Exception Report #2 -SODT  
Price Range Report  
Address Shipping Labels  
Shipping Labels  
Labels based on Cust.Sales  
Open Quotes List  
SO Shipping Costs Analysis Report  
Cost Variance Report  
SO Detail Costing Report  
Invoice List by Invoice#  
Inv. Profit List (Inv.Date)  
Price Audit Rpt. by Employee  
Price Audit Rpt. by Customer  
Special Invoice Reprint (G)  
End-of-Day Dip Report  
List Returned/Credit Orders  
SO Cost/Price Exception Report  
SO Cost/Price Exception Rpt (Inv.Date)

**Sales Analysis**

Cust R#1-WT/\$,P/Y,TY/LY -Wide  
 Cust R#2-\$,P/Y,TY/LY -Narrow  
 Cust R#3-Year\$(Pd1..12,Tot)-Wide  
 Cust R#4-\$/Cost/Mar,TY/LY -Narrow  
 Cust R#5-Qty/\$,P/Y,TY/LY -Wide  
 Cust R#6-YearQ(Pd1..12,Tot)-Wide  
 Cust R#7-Qty,P/Y,TY/LY -Narrow  
 Cust R#8-Qty,\$,Cost,TY/LY -Narrow

Cust R#50-YearQ/(Pd1.12,Tot)-Wide  
 Item/Cust R#51-YrQ/(Pd1.12,T)-Wide  
 Saleperson R#52-YrQ/(Pd1.12,T)-Wide  
 Territory R#53-YrQ/(Pd1.12,T)-Wide  
 Product Grp.R#54-YrQ/(Pd1.12,T)-Wide  
 Salesperon/Cust R#61-YrQ/(Pd1.12,T)-Wide

Item R#1-WT/\$,P/Y,TY/LY -Wide  
 Item R#2-Sold Ytd by PG -Narrow  
 Item R#3-Sold Mtd/Ytd,C/\$ -Narrow  
 Item R#4-Evaluation\$,9pds -Wide  
 Item R#5-EvaluationQ,9pds -Wide  
 Item R#6-\$,P/Y,TY/LY -Narrow  
 Item R#7-Year\$(Pd1..12,Tot)Wide  
 Item R#8-YearQ(Pd1..12,Tot)-Wide  
 Item R#9-Qty/\$,P/Y,TY/LY -Wide  
 Item R#60-YearQ/(Pd1.12,Tot)-Wide

Sper R#1-\$,P/Y,TY/LY -Narrow  
 Sper R#2-Year\$(Pd1..12,Tot)-Wide

Analysis Cust's Order by Week  
 Analysis Items Sold by Week

**Major Unit Inventory**

List Manuf. Models  
 Major Unit Build List  
 Major Unit PO Print  
 Deposit Receipt  
 Marine Purchase Contract

Floor Plan Report - O/S by Vendor  
 Floor Plan Report - Due by Vendor

Major Unit Dist. Rpt by Contract#  
 Contract List#1 by Contract#  
 Contract List by Inv. Date  
 Margin Report by Invoice Date  
 Margin Report by Contract#

Major Unit Inventory Costing Rpt.  
 Major Unit (QSTK) Simple List  
 Major Unit Stock List (2 Formats)  
 MU Price List by Unit Type/Vendor  
 MU Transfer List  
 MU Price List by AR Flag/Stock#  
 MU Price List by Make/Model/Yr  
 Deposit Report by Contract#  
 Deposit Report by Deposit Date  
 Trade-in Report by Contract Status  
 MU Contract Customer Mailing Labels  
 Major Unit Sales Control Report  
 Major Unit Setup Sheet  
 Major Unit Inventory Control Sheet

**Service**

Repair Order  
 Problems Promised List by RO#  
 Customer RO Summary Rpt.  
 Warranty RO Summary Rpt.  
 Internal RO Summary Rpt.

Daily Schedule  
 Mechanics RO Infor. List  
 RO Mechanic Detail Notes  
 List Missing Warranty Vend#s

Cust. Requirements Questionnaire  
 Cust. Requirements List  
 Consumable Tracking Rpt.(#1)  
 Consumable Fuel Report (#2)

Operations List  
 Procedures List  
 Flat Rate Simple List  
 Mechanics List  
 Repair Order Parts List  
 Unit Master List

RO Parts List - Current RO  
 RO Labour List - Current RO  
 RO Sublet List - Current RO  
 RO Parts Used Report  
 RO Missing Cost List  
 RO Missing Prices List  
 RO Costing Report  
 Invoice Summary Report  
 Invoice AR Summary Report  
 GL Distr. Daily Report  
 GL Distr. Daily Bal. Rpt.  
 RO Warranty Review  
 New Cust. Invoice Summary  
 Promised List by Date  
 Problems Assigned List/Date  
 Promised List by RO#  
 Customer Satisfaction Questionnaire  
 Volume Analysis Report  
 Volume Analysis Report (Wide)

**Major Unit Rental**

Rental Contract Type1  
 Rental Contract Type2  
 Expected Arrivals List  
 Expected Departures List  
 In Berth List by Location  
 In Berth List By Cust.Name  
 Slips Available List  
 Daily Rental Report  
 Facilities Requ'd List (Fut)  
 Customer List by Cust#  
 Customer List by Cust# (Fax)  
 Customer Alpha List  
 Customer Laser Labels  
 Customer 1 x 3.5 Labels  
 Master Unit List#1  
 Availability List  
 Revenue by Location/ID Report  
 Rental Days by Unit Report  
 Rentals by Actual Length Report  
 Customer Master List/SalesPerson  
 Customer Laser Labels (NoSc)

## Features and Functions: Sales Analysis Module

### Overview

- \* The Sales Analysis Module collects all the “Sales” information (Revenue, Cost and Quantity) by Fiscal Year and Period for 1: All Customers and Items purchased (Sold or Returned), 2: All Items (Sold and Returned) and 3: All Salespersons. From these 3 databases, several reports allow for analysis of what items were sold and when they were sold and to whom.
- \* The Sales Analysis Module is designed to be a “Management Tool”. The user may use this information to plan future Sales, Inventory Levels, Services Provided etc. based on the year sales, trend analysis, seasonal numbers, yearly comparisons, etc. The data may be filtered many different ways (see below) to evaluate for planning. The sample “Report” selection screens (right →) indicate the wide range of possible data that maybe included on a report – by Customer, by inventory item or by salesperson.

### Features

- \* The Reports within this module have several things in common. Because of the great amount of data stored in the system, the user must determine which format is best for their purposes. The system offers reports that vertically compare Year-to-date data (Sales\$, Cost, Quantity, Profit, Weight) for “This Year”, “Last Year”, Selected Period Range, etc. and horizontally year-to-year comparisons by periods (for the same data). Certain reports allow the User to define what Year and period range is to be compared to what other Year and Period Range (The Period Range does not need to be the same).
- \* The Sales Analysis Reports have several filters to limit the data analyzed. Not all filters are available on all reports. The filters include input ranges for Customer#, Item#, Customer type, Customer Price Type, Salesperson, Item Product Group, Customer Territory, Item’s Bin# and Item’s Miscellaneous Code.
- \* Some of the Reports print “Margins” with the ability to limit the report to “Low Margins”.
- \* Many of the reports have the option to print “Totals Only”.
- \* Optional Subsystem – 52 week Sales Analysis that prints the last 16 weeks (or any 16 weeks) and calculates the Average Order Quantity, Average Time between orders, Average Usage by the Customer for the 16 weeks and for the Year-to-date. The system then shows the project next order based on the “Planning Time Frame” requested. The Report is available by Customer/ Item# and by Item#/Customer#. The “Planning” may be used for projected sales, projected purchasing or projected manufacturing. The user must define the “Weeks” starting date and it may be changed and the data recreated as often as required. Each report as several data filter ranges.

### Interface to Other Modules

- \* Updated from all “Sales Type” modules such Sales order, Point-of-Sales, Service, Accounts Receivable (Manual Invoices), Major Unit Rental, Moving, Transportation, Warehousing, Publishing and Major Unit Inventory Modules.