Sales Analysis Report

The Sales Analysis report, found at *Accounting / Accounting Reports / Accounts Receivable / Sales*, is commonly used to view Sales for Customers, Products, and/or Fields based on a wide variety of filtering options.

Sales Analysis
From Date 03/01/2024 To 06/06/2024 Sorted by Customer ID
Prepay Line Items Included
All Locations

Inv #	Date	Customer/Ship to	Field	Product	Quantity		Selling $/Unit		Extension
Charlie Hills (628)									
1200961	06/03/2024	628-Charlie Hills		Appl00/Liquid Spraying	100.000	Acre	3.57	Acre	357.00
1200962	06/03/2024	628-Charlie Hills		BAsg01/AG72X7 RR2X 140M Fung	10.000	Bags	63.50	Bags	635.00
1200963	06/04/2024	628-Charlie Hills		Feed00/Custom Mix - Beef 50# Bag	50.000	Lbs	21.00	Bags	21.00
1400176	06/03/2024	628-Charlie Hills		BAsg01/AG72X7 RR2X 140M Fung	15.000	Bags	63.50	Bags	952.50
1400177	06/03/2024	628-Charlie Hills		DsID01/#2 Dyed Diesel-DyedDiesel	100.000	Gal	3.72	Gal	372.00
		Charlie Hills			275.00				2,337.50
		Grand Totals			275.00				2,337.50

The report also allows for Sales from a prior year to be included, as well as *Gross Margin Calculations* and Sales from *Prepay Invoices*.

Report Criteria

- **Select Locations** – The Location selection refers to the Invoice Location and defaults to *All* Locations. To

choose specific *Locations*, use the **Select** button.

- **Group by Location** – When checked, the results will group together based on the Region assigned to the Location within the *Profile* tab of *Hub / Setup / Locations / Edit Location.*

- **Select Customers** – The Sales Analysis report defaults to *All* Customers. To choose specific Customers, use the **Select** button.

- **Cust. Class.** – Customers can be selected by Classifications. Information regarding Classifications can be found **here**.

- **Select Products** – The Sales Analysis report defaults to *All* Products. To choose specific *Product*, use the **Select** button.

- **Prod. Class.** – Products can be selected by Classifications. Information regarding Classifications can be found **here**.

- **Field. Class.** – Fields can be selected by Classifications. Information regarding Classifications can be found **here**.

- **Show only invoices with all selected products** – When selected, the results of the report will only include Invoices that contain all of the Products set in the *Select Products* option. The Sales Analysis report with *Roll Up Invoices* checked is not rolling up Products and prices for Invoices created with the *Print Method 2 – Roll-up Products and Prices* option selected. The report's Product selection is limited by the User's Product access. Because the Product selection is no longer set to *All,* prevent roll-ups from being disabled by selecting the *Include all product detail for invoices with selected products* option.
  Note: When *Roll Up Invoices* is checked, each Customer and Invoice is gone through and several database reads and writes are done for each one.

- **Include all product detail for invoices with selected products** – When selected, results of the report will include the detail of all Products on the Invoice, including Products that were not selected in the *Select Products* option of this report.

- **Select Range** – The Sales Register report can be ran based on *Date, Invoice #* or *Fiscal Month.* Select the desired range and set the *Start* and *End* parameter.

- **Range** – Selecting *Control #* will change the *Select Range* options to *Date, Control # and Fiscal Month.* A range of *Control #s* can then be used to filter the report results.

- **Print** – Choose to print the *Invoice #* or *Control #* on the report.

- **Sort By** – Set the order in which the results sort by selecting from one of the following: *Customer Only, Customer by Field, Customer by Product, Customer by Ship To, Product Only, Product Field, Product by Customer, Product by Lot # (*option is available when the *Show Lot #* option is selected), or *Farm.*

- **Options** – By default, the Sales Analysis report is set to include *Prepay Invoices.* To exclude *Prepay Invoices,* uncheck the option.
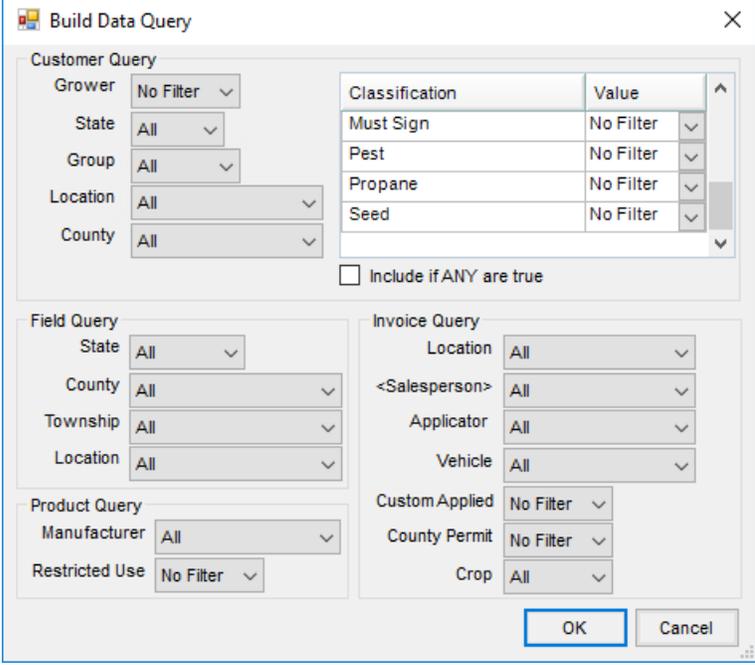 Optionally, check to include any of the following additional **Options***:*
  - **Gross Margin Calculation** – When selected, a *Profit* column is added to the report. Additional filter

options also become available (*Invoice Cost to Calculate Profit, Use Totals,* and *Margin*).

- **100% to Grower** – When selected, the full quantity of a split Invoice will report to the first Grower on the split.

- **Show Analysis** – This displays the blending analysis for the Blend Tickets that are imported into the Invoice.

- **Customer Address** – The address set in the Customer file will display on the report.

- **Ship To** – If a Ship To was assigned on the Invoice, it will be included in the results.

- **Show PO Number** – If a PO Number was assigned to the Invoice, it will be included in the results.

- **Show Comments** – This includes Comments added to the Invoice.

- **New Page/Customer** – When selected, a page will generate for each Customer in the results.

- **Show Ingredients** – Results will include the individual Products used in any Manufactured Formula sold. When this is checked, the *Raw Ingredient Price* drop-down becomes enabled to choose a Price Level for the ingredient Products. The report will show the selected cost and price of the ingredients at the time the Invoice was added. This information will only show for Invoices created with the ability to save the new manufactured Product information to the database.

- **Show Detail** – By default, the report is set to include the details of the Invoices in the results. Unchecking the option will exclude Invoice details and only report the *Customer Name, Quantity,* and *Extension* (Total Cost) of the Invoices.

- **Show Lot #** – Select to include Lot #s in the results.

- **Use Quantity Units** – Choose to use the *Inventory units* or the *Billing (Pricing) units* when displaying the Quantity of the Products in the results.

- **Consolidate locations** – This option is not available for this report.

- **Customer Sort By** – Select to sort the results by *Name* or *Cust ID*.
  Note: The three following filters, *Invoice Cost to Calculate Profit, Use Totals,* and *Margin* are only available if the **Option** *Gross Margin Calculation is* selected.

- **Invoice Cost to Calculate Profit** – If *Gross Margin Calculation* is selected, choose type of cost used to calculate the profit results.

- **Use Totals** – If *Gross Margin Calculation* is selected, choose to display either *Total Cost or Unit Cost*.

- **Margin** – If *Gross Margin Calculation* is selected, choose to display either *Margin* or *% Markup* in the results.

- **Include Additional Dataset** – If prior year datasets are available, select from the drop-down to include that year's data in the results.

- **Roll up Invoices** – If an option to Rollup Invoice was selected at the time the Invoice was created, the same Rollup option will apply to the Invoice when displayed on the reports.

- **User** – The default is *All*. Optionally select a specific *User* to filter results to Invoices entered by that user.

- **Filter** – Selecting Filter opens a *Build Data Query* window that can be used to further filter the results of the report, as needed.

Note: To run by Salesperson, select the ID of the Salesperson to report in the *Salesperson* drop-down and choose **OK**.