Monthly Sales Forecast Report

This report looks at all Sales Proposals and Sales Orders that have not yet been shipped and puts the cost, sell price and profit for each order. The report is sorted by Sales Person with sub-totals for each person and a grand total for the entire company at the end of the report.

How it works:

- 1. Launch Software for Hardware and from the Logo screen click the *File* menu selection.
- 2. Click the *Reports* menu selection.
- 3. Select Monthly Sales Forecast Report.

File	Contacts	Contract Jobs	Contract Quotes	Sales Orders	Sales Proposals	RGA	S	
	Administrative Functions							
	Archive Fund	tions	3 6 0					
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	Export to Accounting		•					
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	Switch to NEW registration sys		tem	Customer S	Sales Report			
	Exit			Monthly Sales Forecast Report				
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				Sales Order	Committed Qty R	eport		
				Unbilled Pu	irchase Order Mate	rial		
				Unbilled Sa	les Orders			

4. The Monthly Sales Forecast Report screen appears:

💀 Monthly Sales Forecast Report	-	×
Begin Date End Date		
10/01/2019 10/31/2019 -		
Ok Close		

- 5. From here you can enter a date range.
- 6. To run the report, click the *Ok* button.
- 7. Below is a sample report:

Monthly Sales Forecast Report

Report Dates: 10/01/2019 to 10/31/2019

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John Doe

Sales Orders Date Created	Customer Name	Job Name	Order/Proposal	Selling Price	Cost	Profit
10/10/2010			Num			
10/10/2019	Blue Mountains Contractors and Builders		147	1,568.00	1,120.00	448.00
10/10/2019	Blue Mountains Contractors and Builders		148	0.00	0.00	0.00
10/10/2019	Blue Mountains Contractors and Builders		149	0.00	0.00	0.00
10/10/2019	Blue Mountains Contractors and Builders		150	3,577.50	2,385.00	1,192.50
10/10/2019	Blue Mountains Contractors and Builders		151	3,906.00	2,790.00	1,116.00
10/10/2019	Blue Mountains Contractors and Builders		152	3,906.00	2,790.00	1,116.00
10/10/2019	Blue Mountains Contractors and Builders		153	1,022.00	730.00	292.00
10/10/2019	Blue Mountains Contractors and Builders		154	0.00	0.00	0.00
10/10/2019	Blue Mountains Contractors and Builders		155	0.00	0.00	0.00
10/10/2019	Blue Mountains Contractors and Builders		156	15,400.00	11,000.00	4,400.00
10/10/2019	Blue Mountains Contractors and Builders		157	15,400.00	11,000.00	4,400.00
10/10/2019	Blue Mountains Contractors and Builders		158	2,550.00	1,700.00	850.00
10/10/2019	Blue Mountains Contractors and Builders		159	2,833.28	1,899.90	933.38
Change Orders						
10/30/2019	Blue Mountains Contractors and Builders	Mt. Baker B & B	04142017-024	0.00	0.00	0.00
10/30/2019	Blue Mountains Contractors and Builders	Mt. Baker B & B	04142017-025	0.00	0.00	0.00
			Sub-Total	50,162.78	35,414.90	14,747.88
			Grand Total	50,162.78	35,414.90	14,747.88