

The Power of Point Of Sale

H&L Training Document

The Cost of Goods Report

Sysnet Version 7.0.0 onwards*

Change Log							
Version	Edited By	Date					
1.0	[Julia Jones-Wilson]	18 Feb 2009					
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THE COST OF GOODS REPORT

[H&L Test] H&L AUSTRALIA PTY LTD		Printed On7/5/2010 @ 11:34 AM										
	Opening Value	Transferred	Purchased	Closing Value	Closing % Mix	Actual Cost of Sales	Sales	Sales % Mix	Discrepancy Found/Lost	Wastage	GP %	GP % Mix
ocation 10 - BOTTLESHOP												
ategory 1 - Beverage												
Stock Group 1 - ST AND ARD BEER Totals	\$7,965,41	-\$2,315.82	\$11,982.03	\$7,696,85	4.35%	\$9,934,77	\$13,176,33	11.35%	\$97.18	\$1.50	24.60%	9.64%
Stock Group 20 - PREMIUM BEER Totals	\$11,971.03	-\$15.876.66	\$37,153.09	\$14,233,70	8.05%	\$19.013.75	\$27.028.34	23.29%	\$60.49	\$4.03	29.65%	23.83%
Stock Group 30 - LIGHT/ MID BEER Totals	\$3,015.33	-\$1,115.42	\$2,503.59	\$2,911.90	1.65%	\$1,491.61	\$2,249.88	1.94%	\$51.72	\$0.00	33.70%	2.25%
Stock Group 40 - BULK BEER Totals	\$0.00	-\$8,344.41	\$8,441.39	\$0.00	0.00%	\$96.98	\$0.00	0.00%	-\$172.72	\$0.00	-100.00%	-0.29%
Stock Group 50 - WHITE WINE Totals	\$34,924.81	-\$26,268.25	\$34,563.37	\$32,794.21	18.54%	\$10,425.73	\$15,798.53	13.61%	-\$1,028.32	\$0.00	34.01%	15.98%
Stock Group 70 - DESSERT WINES Totals	\$778.30	-\$262.45	\$518.71	\$997.58	0.56%	\$36.98	\$38.16	0.03%	-\$14.87	\$0.00	3.11%	0.00%
Stock Group 78 - SPARKLING WINE Totals	\$20,128.72	-\$9,179.01	\$17,037.09	\$23,973.12	13.55%	\$4,013.68	\$6,463.41	5.57%	\$298.56	\$7.50	37.90%	7.29%
Stock Group 90 - RESERVE WINE Totals	\$10,875.60	\$0.00	\$412.77	\$9,777.43	5.53%	\$1,510.95	\$608.75	0.52%	-\$1,132.30	\$0.00	-148.20%	-2.68%
Stock Group 100 - RED WINE Totals	\$35,347.99	-\$17,188.12	\$20,857.60	\$28,849.72	16.31%	\$10,167.74	\$14,590.08	12.57%	-\$894.30	\$0.00	30.31%	13.15%
Stock Group 120 - FORTIFIED WINE Totals	\$1,631.26	-\$411.46	\$598.09	\$1,546.33	0.87%	\$271.56	\$410.32	0.35%	-\$10.54	\$0.00	33.82%	0.41%
Stock Group 135 - SCOTCH Totals	\$7,634.45	-\$2,939.61	\$5,324.82	\$7,569.73	4.28%	\$2,449.93	\$3,193.63	2.75%	-\$19.95	\$0.00	23.29%	2.21%
Stock Group 140 - BOURBON Totals	\$4,095.97	-\$3,935.06	\$6,470.57	\$3,017.47	1.71%	\$3,614.01	\$3,916.41	3.37%	-\$433.19	\$0.00	7.72%	0.90%
Stock Group 145 - BRANDY/CONGNAC Totals	\$920.30	-\$259.69	\$386.59	\$960.82	0.54%	\$86.39	\$119.07	0.10%	\$0.00	\$0.00	27.45%	0.10%
Stock Group 150 - RUM Totals	\$3,266.09	-\$1,671.65	\$3,806.23	\$3,430.46	1.94%	\$1,970.21	\$1,065.27	0.92%	-\$1,194.54	\$0.00	-84.95%	-2.69%
Stock Group 155 - TEQUIL A/OUZO Totals	\$1,232.23	-\$722.03	\$2,292.18	\$2,571.41	1.45%	\$230.98	\$316.76	0.27%	\$1.94	\$0.00	27.08%	0.26%
Stock Group 160 - GIN Totals	\$3,259.09	-\$2,705.17	\$2,515.44	\$2,337.53	1.32%	\$731.82	\$1,090.68	0.94%	\$77.71	\$0.00	32.90%	1.07%
Stock Group 165 - VODKA Totals	\$5,378.01	-\$7,277.45	\$11,983.26	\$5,931.84	3.35%	\$4,151.98	\$5,290.63	4.56%	\$51.72	\$0.00	21.52%	3.39%
Stock Group 170 - LIQUEURS Totals	\$7,243.25	-\$3,531.36	\$6,411.17	\$8,521.82	4.82%	\$1,601.23	\$1,904.62	1.64%	-\$162.01	\$0.00	15.93%	0.90%
Stock Group 175 - VERMOUTH Totals	\$55.42	-\$47.70	\$99.61	\$92.46	0.05%	\$14.87	\$18.17	0.02%	-\$3.86	\$0.00	18.20%	0.01%
Stock Group 180 - SPIRITS OTHER Totals	\$688.22	-\$463.16	\$771.66	\$895.03	0.51%	\$101.69	\$192.72	0.17%	\$28.58	\$0.00	47.23%	0.27%
Stock Group 187 - CASK WINE Totals	\$1,013.68	-\$295.39	\$1,507.65	\$818.73	0.46%	\$1,407.22	\$2,034.27	1.75%	-\$14.60	\$0.00	30.82%	1.86%
Stock Group 195 - CIDER Totals	\$607.89	-\$995.79	\$2,492.65	\$1,094.32	0.62%	\$1,010.43	\$1,148.27	0.99%	-\$106.21	\$9.94	12.00%	0.41%
Stock Group 205 - RTD SPIRIT Totals	\$7,963.99	-\$1,009.79	\$9,583.32	\$8,460.14	4.78%	\$8,077.38	\$12,568.01	10.83%	-\$517.71	\$10.54	35.73%	13.35%
Stock Group 235 - RTD OTHER Totals	\$561.60	\$0.00	\$0.00	\$352.80	0.20%	\$208.80	\$216.82	0.19%	-\$57.60	\$0.00	3.70%	0.02%
Stock Group 280 - SOFT DRINK INCOST Totals	\$2,121.98	-\$4,261.82	\$7,874.23	\$6,127.19	3.46%	-\$392.80	\$2,340.86	2.02%	\$1,553.30	\$4.17	116.78%	8.13%
Stock Group 290 - POSTMIX Totals	\$0.00	-\$4,870.90	\$4,873.23	\$0.00	0.00%	\$2.33	\$0.00	0.00%	\$0.00	\$0.00	-100.00%	-0.01%
Stock Group 298 - JUICE / WATER INC GST Totals	\$418.42	-\$1,117.05	\$1,318.20	\$542.27	0.31%	\$77.30	\$32.73	0.03%	-\$67.92	\$1.58	-136.20%	-0.13%

DESCRIPTION

The Cost of Goods Report is a summary report for all facets of management. Operational management uses the report for monitoring GPs and Stock Discrepancies. The Accountant uses the report to obtain sales, stock on hand, purchase and transfer values for each location of sale. The Company Directors will use the Cost of Goods Report as a guide to the profitability of each section of their business, and as an overall guide

GETTING THIS REPORT

The Cost of Goods Report can be found in two ways:

- 1. Sysnet Toolbar > Stock Menu > Reports > Stock > Cost of Goods
- 2. Sysnet Toolbar > Reports Menu > Stock Icon > Stock > Cost of Goods

FILTERING THE REPORT:

The Cost of Goods Report can be filtered in a number of different ways:

- 1. Date Based or Period Based Using a selected date range or period based using reporting for each period of trade
- 2. Additional filtering by Location, Stock Group, Supplier, Supplier Type or Range
- 3. Individual Stock Lines Select **<YES>** and the report will print showing individual products. Select **<NO>** to print the report showing each group total only.



4. GP% instead of COG % - selecting this option will display the Gross Profit Percentage for each item or group in the report. Selecting <NO> will display the Cost of Goods Percentage for each item or group in the report:



Note:

Gross Profit % =Profit \$ / Sales \$ x 100Cost of Goods % =Actual Cost of Sales \$ / Sales \$ x 100

- 5. Group by change how the report is grouped:
 - > Stock Group prints showing each stock group by total or individual item
 - Supplier prints showing each Supplier by total or individual item
 - > Manufacturer prints showing each Manufacturer by total or individual item
- 6. **Category** categories can be created in the Stock Menu and linked to the appropriate Stock Groups. This allows for more defined reporting to suit the needs of the venue. Use this option to print or group by Categories if you have used them in your database.
- 7. Show Group Totals select this option to show the total of each group selected. Unselected, the report will produce a total at the end of the report only

HINTS ON READING THE REPORT

- > OPENING VALUE = Closing value from previous period
- > TRANSFERRED = the transfer value in or out of the location for the selected period or date range
- > PURCHASED = the value of stock purchases or stock credits for the selected period or date range
- CLOSING VALUE = total value of stock on hand after stocktake adjustments (lost or found), wastage and sales at the end of the selected period or date range
- CLOSING % MIX = the closing value percentage of the item or stock group compared to the total value of the report. If the report is filtered by category it is the percentage mix of the item or group within the category
- ACTUAL COST OF SALES = Opening Value \$ + Transferred \$ + Purchased \$ Closing Value \$
- > SALES = the total sales value ex taxes for the period or date range under review



Note: All sales <u>including</u> Internal Sales are included in this value. Please refer to the document on the Revenue Breakdown Report for more information as to how & why internal sales values are handled.

- SALES % MIX = the percentage mix of sales \$ for the item or stock group compared to the total sales in the report. If the report is filtered by category it is the percentage mix of the item or group within the category
- DISCREPANCY LOST/FOUND = the total \$ value of stock losses/adjustments recorded through Stocktake or Manual Discrepancies in the Stock Menu
- WASTAGE = the total \$ value of wastage recorded through the POS terminals or the Discrepancies menu in Stock



Note: The Discrepancy and Wastage values displayed here are already <u>included</u> in the <u>closing</u> value. They are displayed purely for reference to highlight where any large discrepancies or wastage have impacted on the closing value or GP %.



- GROSS PROFIT % = Profit \$ / Sales \$ x 100
- > GROSS PROFIT % MIX = the percentage of total Gross Profit per Stock Group



Reminder: If the report is filtered to display COG instead of GP, both the GP% and GP% Mix fields will be displayed as **COG** % and **COG** % **Mix** on the report header.

WHAT IS THE COST OF GOODS USEFUL FOR?

- > Determining the actual gross profit on individual stock lines and stock groups
- > Determining the opening & closing values for a given period
- > Determining the total purchases for given period
- > Determining the total value sold for a given period
- Determining cost of sales
- > Detailing the stock discrepancies and wastage for a given period
- > Highlighting excess stock levels based on closing stock and sales values

WHEN SHOULD COST OF GOODS REPORT BE USED?

H&L recommend printing the Cost of Goods Report as part of the End of Week <u>and</u> the End of Month Processes

By reviewing the Cost of Goods on a weekly basis, stock problems can be quickly identified and resolved instead of discovering them at the end of the month when it may be too late.

Use the Cost of Goods to highlight negative stock levels in the various stock groups.