

COGM Report

Report Module Guide: COGM (Cost of Goods Manufactured) Report

Module Location

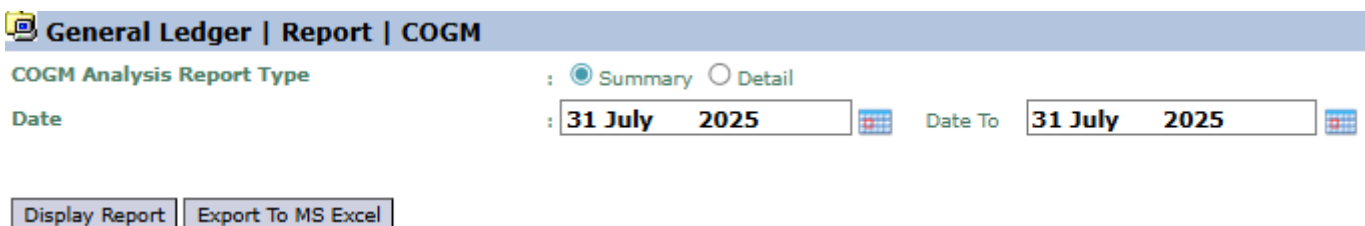
General Ledger > Report > COGM Report

Module Objective

The **COGM Report** module is used to generate the **Cost of Goods Manufactured** report. This report is crucial for manufacturing companies as it summarizes the total costs incurred to complete the production of goods within a specific period. COGM is a key component for calculating the **Cost of Goods Sold (COGS)** on the Profit & Loss Statement.

1. Report Parameters

The main page of this module is a simple form containing several parameters to define the report that will be generated.



The screenshot shows the 'General Ledger | Report | COGM' interface. It features a 'COGM Analysis Report Type' section with radio buttons for 'Summary' (selected) and 'Detail'. Below this is a 'Date' field with a calendar icon, set to '31 July 2025', and a 'Date To' field also set to '31 July 2025' with a calendar icon. At the bottom, there are two buttons: 'Display Report' and 'Export To MS Excel'.

Here is an explanation for each parameter:

- **COGM Analysis Report Type:**
 - Choose the desired depth of the report.


- **Summary:** Displays the COGM report in a summary or recap format.
 - **Detail:** Displays a detailed COGM report showing a breakdown of each production cost component.
- **Date:**
- Specify the **Date (From)** and **Date To (To)** range to define the production period for which costs will be calculated (e.g., July 31, 2025).

2. Steps to Generate the Report

Step 1: Set Report Parameters

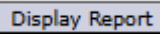
Specify the **Date** range and choose the **COGM Analysis Report Type** (Summary or Detail) according to your analysis needs.

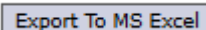
COGM Analysis Report Type : Summary Detail

Date :  Date To : 

Step 2: Generate the Report

After the parameters are set, click one of the two buttons in the bottom-left section of the page:

- **Display Report:** To preview the COGM report directly on your screen. 
- **Export To MS Excel:** To download the report data in an Excel file format.



Tips & Important Notes

- The COGM report is a fundamental report for manufacturing companies to understand and control production costs.
- To obtain an accurate report, ensure that all production cost data (raw material usage, direct labor cost, and factory overhead) in the **Production Module** have been recorded correctly.
- Use the **Detail** type to analyze each production cost component in-depth, and **Summary** for management-level reporting.
- This report is generally used by the **Cost Planning Control** and **Accounting** teams.

Revision #2

Created 31 July 2025 08:30:06 by Muhammad Ali Akbar

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