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.



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

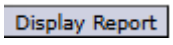
Step 1: Set Report Parameters

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

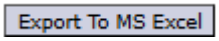


Step 2: Generate the Report

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.

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