Customer Sales Report

Sales Reports

This section covers various types of reports that can be generated from sales data for analysis and monitoring purposes.

Report Module Guide: Customer Sales Report

Module Location

Sales > Reports > Customer Reports > Customer Sales Report

Module Objective

The **Customer Sales Report** module is used to generate a detailed report that displays all sales transactions, grouped by customer. This report is very useful for analyzing the purchasing patterns and total sales volume of each customer within a specific time period.

1. Report Parameters (Filter)

The main page of this module is a form containing various parameters to customize the report that will be generated.



Here is an explanation for each parameter:

- **Customer Active/Not Active**:
  - Filter customers by their active status, whether **All**, **Active**, or **Not Active**.
- **Customer**:
  - Select the customer scope for the report: **All**, **Category** (by Category), or **Selected** (for a specific Customer).
- **Customer Date**:
  - Specify the **From** and **To** date range to define the period of sales transactions to be displayed (e.g., August 1, 2025, to August 31, 2025).
- **Document Active Status**:
  - Use this dropdown to filter by the active status of the sales documents.

2. Steps to Generate the Report

Step 1: Set Report Parameters

Select all the parameters you need, especially defining the **Customer Date** range and the **Customer** scope.



Step 2: Generate the Report

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

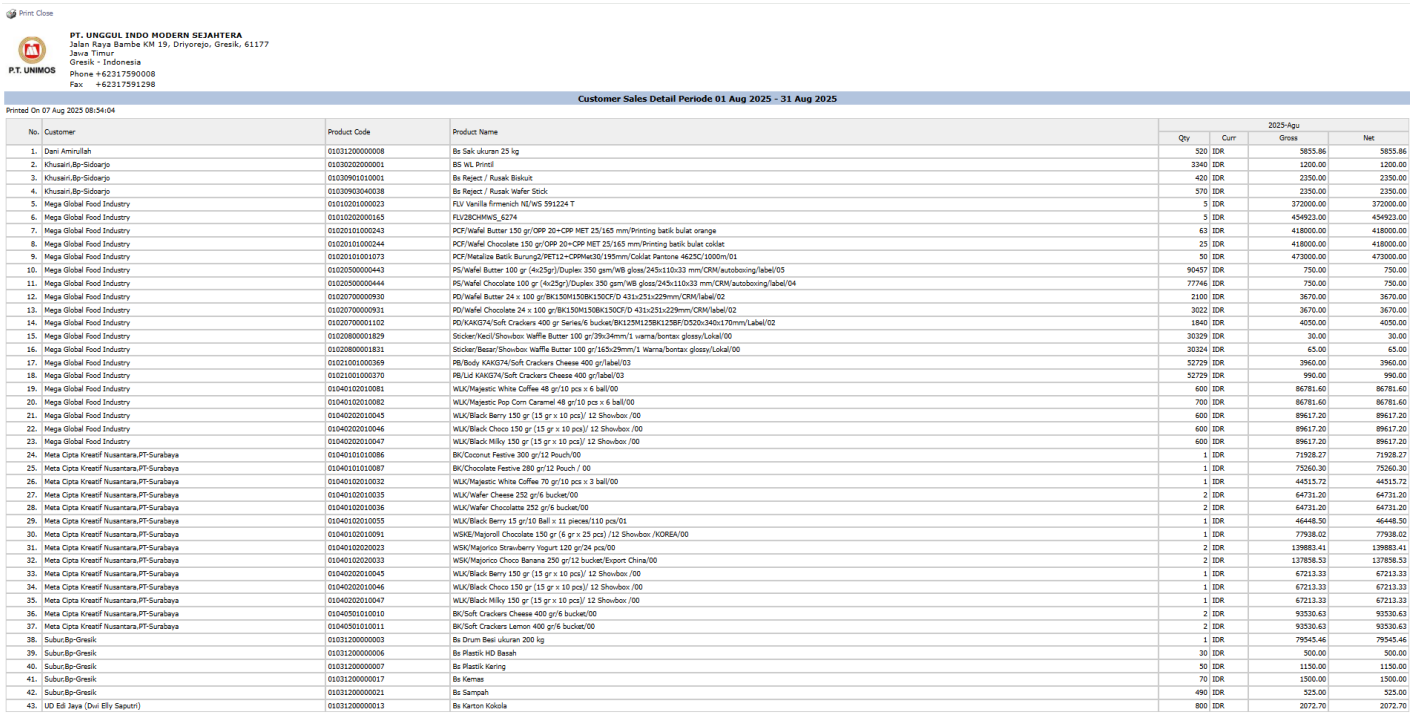
- **Display Report**: To preview the customer sales report directly on your screen. Display Report

- **Export To MS Excel**: To download the report data in an Excel file format.

Export To MS Excel

3. Example of the Report View

After you click, the system will generate a detailed report like the following, which details every product purchased by each customer.



Print Close

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Customer Sales Detail Periode 01 Aug 2025 - 31 Aug 2025

Printed On 07 Aug 2025 08:54:04

No.	Customer	Product Code	Product Name	2025-Agu			
				Qty	Curr	Gross	Net
1.	Dani Aminullah	01031200000008	Bs Sak ukuran 25 kg	520	IDR	5855.86	5855.86
2.	Khusairi,Bp-Sidoarjo	01030202000001	BS WL Printl	3340	IDR	1200.00	1200.00
3.	Khusairi,Bp-Sidoarjo	01030901010001	Bs Reject / Rusak Biskuit	420	IDR	2350.00	2350.00
4.	Khusairi,Bp-Sidoarjo	01030903040038	Bs Reject / Rusak Wafer Stick	570	IDR	2350.00	2350.00
5.	Mega Global Food Industry	01010201000023	FLV Varilla firmenich NI/WS 591224 T	5	IDR	372000.00	372000.00
6.	Mega Global Food Industry	01010202000165	FLV28CHMWS_6274	5	IDR	454923.00	454923.00
7.	Mega Global Food Industry	01020101000243	PCF/Wafel Butter 150 gr/OPP 20+CPP MET 25/165 mm/Printing batik bulat orange	63	IDR	418000.00	418000.00
8.	Mega Global Food Industry	01020101000244	PCF/Wafel Chocolate 150 gr/OPP 20+CPP MET 25/165 mm/Printing batik bulat coklat	25	IDR	418000.00	418000.00
9.	Mega Global Food Industry	01020101001073	PCF/Metalize Batik Burung2/PET12+CPPMet30/195mm/Coklat Pantone 4625C/1000m/01	50	IDR	473000.00	473000.00
10.	Mega Global Food Industry	01020500000443	PS/Wafel Butter 100 gr (4x25gr)/Duplex 350 gsm/WB gloss/245x110x33 mm/CRM/autoboxing/label/05	90457	IDR	750.00	750.00
11.	Mega Global Food Industry	01020500000444	PS/Wafel Chocolate 100 gr (4x25gr)/Duplex 350 gsm/WB gloss/245x110x33 mm/CRM/autoboxing/label/04	77746	IDR	750.00	750.00
12.	Mega Global Food Industry	01020700000930	PD/Wafel Butter 24 x 100 gr/BK150M150BK150CF/D 431x251x229mm/CRM/label/02	2100	IDR	3670.00	3670.00
13.	Mega Global Food Industry	01020700000931	PD/Wafel Chocolate 24 x 100 gr/BK150M150BK150CF/D 431x251x229mm/CRM/label/02	3022	IDR	3670.00	3670.00
14.	Mega Global Food Industry	01020700001102	PD/KAKG74/Soft Crackers 400 gr Series/6 bucket/BK125M125BK125BF/D520x340x170mm/Label/02	1840	IDR	4050.00	4050.00
15.	Mega Global Food Industry	01020800001829	Sticker/Kecil/Showbox Waffle Butter 100 gr/39x34mm/1 warna/bontax glossy/Lokal/00	30329	IDR	30.00	30.00
16.	Mega Global Food Industry	01020800001831	Sticker/Besar/Showbox Waffle Butter 100 gr/165x29mm/1 Warna/bontax glossy/Lokal/00	30324	IDR	65.00	65.00
17.	Mega Global Food Industry	01021001000369	PB/Body KAKG74/Soft Crackers Cheese 400 gr/label/03	52729	IDR	3960.00	3960.00
18.	Mega Global Food Industry	01021001000370	PB/Lid KAKG74/Soft Crackers Cheese 400 gr/label/03	52729	IDR	990.00	990.00
19.	Mega Global Food Industry	01040102010081	WLK/Majestic White Coffee 48 gr/10 pcs x 6 ball/00	600	IDR	86781.60	86781.60
20.	Mega Global Food Industry	01040102010082	WLK/Majestic Pop Corn Caramel 48 gr/10 pcs x 6 ball/00	700	IDR	86781.60	86781.60
21.	Mega Global Food Industry	01040202010045	WLK/Black Berry 150 gr (15 gr x 10 pcs)/ 12 Showbox /00	600	IDR	89617.20	89617.20
22.	Mega Global Food Industry	01040202010046	WLK/Black Choco 150 gr (15 gr x 10 pcs)/ 12 Showbox /00	600	IDR	89617.20	89617.20
23.	Mega Global Food Industry	01040202010047	WLK/Black Milky 150 gr (15 gr x 10 pcs)/ 12 Showbox /00	600	IDR	89617.20	89617.20
24.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040101010086	BK/Coconut Festive 300 gr/12 Pouch/00	1	IDR	71928.27	71928.27
25.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040101010087	BK/Chocolate Festive 280 gr/12 Pouch / 00	1	IDR	75260.30	75260.30
26.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040102010032	WLK/Majestic White Coffee 70 gr/10 pcs x 3 ball/00	1	IDR	44515.72	44515.72
27.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040102010035	WLK/Wafer Cheese 252 gr/6 bucket/00	2	IDR	64731.20	64731.20
28.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040102010036	WLK/Wafer Chocolatte 252 gr/6 bucket/00	2	IDR	64731.20	64731.20
29.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040102010055	WLK/Black Berry 15 gr/10 Ball x 11 pieces/110 pcs/01	1	IDR	46448.50	46448.50
30.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040102010091	WSKE/Majoroll Chocolate 150 gr (6 gr x 25 pcs) /12 Showbox /KOREA/00	1	IDR	77938.02	77938.02
31.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040102020023	WSK/Majorico Strawberry Yogurt 120 gr/24 pcs/00	2	IDR	139883.41	139883.41
32.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040102020033	WSK/Majorico Choco Banana 250 gr/12 bucket/Export China/00	2	IDR	137858.53	137858.53
33.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040202010045	WLK/Black Berry 150 gr (15 gr x 10 pcs)/ 12 Showbox /00	1	IDR	67213.33	67213.33
34.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040202010046	WLK/Black Choco 150 gr (15 gr x 10 pcs)/ 12 Showbox /00	1	IDR	67213.33	67213.33
35.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040202010047	WLK/Black Milky 150 gr (15 gr x 10 pcs)/ 12 Showbox /00	1	IDR	67213.33	67213.33
36.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040501010010	BK/Soft Crackers Cheese 400 gr/6 bucket/00	2	IDR	93530.63	93530.63
37.	Meta Cipta Kreatif Nusantara,PT-Surabaya	01040501010011	BK/Soft Crackers Lemon 400 gr/6 bucket/00	2	IDR	93530.63	93530.63
38.	Subur,Bp-Gresik	01031200000003	Bs Drum Besi ukuran 200 kg	1	IDR	79545.46	79545.46
39.	Subur,Bp-Gresik	01031200000006	Bs Plastik HD Basah	30	IDR	500.00	500.00
40.	Subur,Bp-Gresik	01031200000007	Bs Plastik Kering	50	IDR	1150.00	1150.00
41.	Subur,Bp-Gresik	01031200000017	Bs Kemas	70	IDR	1500.00	1500.00
42.	Subur,Bp-Gresik	01031200000021	Bs Sampah	490	IDR	525.00	525.00
43.	UD Edi Jaya (Dwi Elly Saputri)	01031200000013	Bs Karton Kokola	800	IDR	2072.70	2072.70

Report Explanation: This report displays a detailed list of each sales transaction, sorted or grouped by **Customer**.

Key Columns:

- **Product Code** and **Product Name**: Shows which products were purchased.

- **Qty**: The number of units purchased.
- **Gross**: The gross sales value.
- **Net**: The net sales value after discounts or other adjustments.

Tips & Important Notes

- Use this report to analyze which products are most frequently purchased by a specific customer.
- This report is very useful for the **Sales team**, especially **Account Officers**, to review the activity and sales volume on the accounts they manage.
- Filtering by a **Selected** Customer is very useful for preparing data before a customer visit or business meeting.

Revision #1
Created 7 August 2025 08:48:32 by Sayu
Updated 7 August 2025 08:57:33 by Sayu