

Perdistributor Sales Report

Report Module Guide: Sales Report by Distributor

Module Location

Sales > Reports > Sales Register Reports > Sales Report by Distributor

Module Objective

The **Sales Report by Distributor** (Perdistributor Sales Report) module is used to generate a detailed transactional report of all sales activities. This report can be filtered and grouped by various levels of the sales hierarchy such as Distributor, Salesman, or Leader, making it very useful for monitoring sales performance specifically.

1. Report Parameters (Filter)

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



The screenshot shows a 'Filter' form with the following parameters:

- Option By:** Radio buttons for All (selected), Leader, Salesman, and Distributor.
- Customer Category:** Radio buttons for All (selected) and Category.
- Customer Date:** Date range from **1 August 2025** to **8 August 2025**, with calendar icons for date selection.
- Option Import/Export Data:** Radio buttons for Row (selected) and Column.

At the bottom of the form are two buttons: **Display Report** and **Export To MS Excel**.

Here is an explanation for each parameter:

- **Option By:**

- The primary filter to select the report's scope, whether **All**, per **Leader**, **Salesman**, or a specific **Distributor**.
- **Customer Category:**
 - A further filter based on customer category.
- **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 8, 2025).
- **Option Import/Export Data:**
 - Select **Row** or **Column** to set the layout of the generated report.

2. Steps to Generate the Report

Step 1: Set Report Parameters

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

Option By : All Leader Salesman Distributor

Customer Date : From To

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 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 sales transaction chronologically.

Print Close

UMS

Periode 01-Aug-2025 s/d 08-Aug-2025

LAPORAN PENJUALAN PERDISTRIBUTOR

Tanggal	Kode Item	Nama Item	Kategori Item	Harga	Qty	Act	%	Qty	%	Dalam Rujukan	Distributor	Nama Salesman	Nama Lead
08/01/2025	0104010102019	BK/Mare Susu Maku 8 gr/20pack/8ball00	MARE 100g	62,500.00	0.00	327.00	0.00	0.00	0.00	30,247,500.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/01/2025	0104010102019	BK/Mare Susu Maku 8 gr/20pack/8ball00	MARE 100g	31,135.00	0.00	500.00	0.00	0.00	0.00	15,907,500.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/01/2025	0104010102029	BK/Super Cream Strawberry 180 gr/3 ball x 7 pcs/00		64,050.00	0.00	500.00	0.00	0.00	0.00	32,025,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/01/2025	0104010102070	BK/Super Cream Orange 180 gr/3 ball x 7 pcs/00		64,050.00	0.00	500.00	0.00	0.00	0.00	32,025,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/01/2025	0104010102071	BK/Super Cream Pineapple 180 gr/3 ball x 7 pcs/00		64,050.00	0.00	500.00	0.00	0.00	0.00	32,025,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/01/2025	0104010102078	BK/Super Cream Chocolate 180 gr/3 ball x 7 pcs/01		64,050.00	0.00	500.00	0.00	0.00	0.00	32,025,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/01/2025	0104010200015	WSB/Majisco Chocolate 150 gr/3 25 Pcs/ 12 Showbox/00		77,207.98	0.00	500.00	0.00	0.00	0.00	38,983,990.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/01/2025	0104010200025	WSB/Majisco White Chocolate 150 gr/24 pcs/00	WAFER 120g	177,384.96	0.00	200.00	0.00	0.00	0.00	3,547,299.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/01/2025	0104010200038	WSB/Majisco Chocolate 100 gr/24 Showbox/00		74,988.00	0.00	500.00	0.00	0.00	0.00	37,044,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/02/2025	0104010102029	BK/Regi Banana 21 gr/10 Pack x 8 ball/00		27,000.00	0.00	1,000.00	0.00	0.00	0.00	27,000,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/02/2025	0104010102070	BK/Super Cream Orange 180 gr/3 ball x 7 pcs/00		64,050.00	0.00	200.00	0.00	0.00	0.00	12,810,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/02/2025	0104010102072	BK/Rise Cream Lemon 230 gr/10 pcs/00		45,908.00	0.00	700.00	0.00	0.00	0.00	31,626,600.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/02/2025	0104010102073	BK/Rise Cream Cokelat 230 gr/10 pcs/00		45,908.00	0.00	700.00	0.00	0.00	0.00	31,626,600.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/02/2025	0104010102078	BK/Super Cream Chocolate 180 gr/3 ball x 7 pcs/01		64,050.00	0.00	100.00	0.00	0.00	0.00	6,405,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/02/2025	0104010201033	WLK/Majestic Chocolate 70 gr/10 pcs x 3 ball/00	WAFER 70g	45,045.00	0.00	500.00	0.00	0.00	0.00	22,522,500.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/02/2025	0104010201072	WLK/Black Milky 15 gr/10 Ball x 11 piece/10 pcs/01		55,000.00	0.00	500.00	0.00	0.00	0.00	27,500,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/02/2025	0104010201081	WLK/Majestic White Coffee 48 gr/10 pcs x 6 ball/00		0.00	0.00	600.00	0.00	0.00	0.00	0.00	0.00	Mega Global Food Industry	
08/02/2025	0104010201082	WLK/Majestic Pop Corn Caramel 48 gr/10 pcs x 4 ball/00		0.00	0.00	700.00	0.00	0.00	0.00	0.00	0.00	Mega Global Food Industry	
08/02/2025	0104010201090	WLK/Kokita White Coffee Wafel 110 gr/5 pcs x 4 ball/00		58,800.00	0.00	500.00	0.00	0.00	0.00	29,400,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/02/2025	0104020010046	WLK/Black Berry 150 gr (15 gr x 10 pcs) 12 Showbox 00		0.00	0.00	600.00	0.00	0.00	0.00	0.00	0.00	Mega Global Food Industry	
08/02/2025	0104020010047	WLK/Black Milky 150 gr (15 gr x 10 pcs) 12 Showbox 00		0.00	0.00	600.00	0.00	0.00	0.00	0.00	0.00	Mega Global Food Industry	
08/04/2025	0104010102029	BK/Super Cream Strawberry 180 gr/3 ball x 7 pcs/00		64,050.00	0.00	150.00	0.00	0.00	0.00	9,607,500.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/04/2025	0104010102072	BK/Rise Cream Lemon 230 gr/10 pcs/00		45,908.00	0.00	300.00	0.00	0.00	0.00	13,824,400.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/04/2025	0104010102073	BK/Rise Cream Cokelat 230 gr/10 pcs/00		45,908.00	0.00	200.00	0.00	0.00	0.00	9,181,600.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/04/2025	0104010102078	BK/Super Cream Chocolate 180 gr/3 ball x 7 pcs/01		64,050.00	0.00	200.00	0.00	0.00	0.00	12,810,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/04/2025	0104010201033	WLK/Majestic White Coffee 70 gr/10 pcs x 3 ball/00	WAFER 70g	45,045.00	0.00	200.00	0.00	0.00	0.00	9,009,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/04/2025	0104010202025	WSB/Majisco White Chocolate 100 gr/24 pcs/00	WAFER 120g	177,384.96	0.00	60.00	0.00	0.00	0.00	10,643,097.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/04/2025	0104010202026	WSB/Majisco Chocolate 150 gr/24 Showbox/00		74,988.00	0.00	200.00	0.00	0.00	0.00	14,817,600.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/04/2025	0104010203037	WSB/Majisco Vanilla 100 gr/24 Showbox/00		74,988.00	0.00	200.00	0.00	0.00	0.00	14,817,600.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/05/2025	0104010103038	BK/Goodies Fesive 300 gr/12 Pouch/00		0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104010103087	BK/Chocolate Fesive 280 gr/12 Pouch 00		0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104010102019	BK/Mare Susu Maku 100g/20pack/8ball00	MARE 100g	62,500.00	0.00	200.00	0.00	0.00	0.00	12,500,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/05/2025	0104010102019	BK/Mare Susu Maku 8 gr/20pack/8ball00	MARE 100g	31,135.00	0.00	500.00	0.00	0.00	0.00	15,907,500.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/05/2025	0104010102029	BK/Regi Banana 21 gr/10 Pack x 8 ball/00		27,000.00	0.00	300.00	0.00	0.00	0.00	8,100,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/05/2025	0104010102027	BK/Unigod Napsa 21 gr/6ball/10pack/8ball00		28,800.00	0.00	200.00	0.00	0.00	0.00	5,760,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/05/2025	0104010102069	BK/Super Cream Strawberry 180 gr/3 ball x 7 pcs/00		64,050.00	0.00	300.00	0.00	0.00	0.00	19,215,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/05/2025	0104010102071	BK/Super Cream Pineapple 180 gr/3 ball x 7 pcs/00		64,050.00	0.00	200.00	0.00	0.00	0.00	12,810,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/05/2025	0104010102078	BK/Super Cream Chocolate 180 gr/3 ball x 7 pcs/01		64,050.00	0.00	700.00	0.00	0.00	0.00	44,835,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/05/2025	0104010201032	WLK/Majestic White Coffee 70 gr/10 pcs x 3 ball/00	WAFER 70g	45,045.00	0.00	1.00	0.00	0.00	0.00	45,045.00	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104010201035	WLK/Wafel Cheese 252 gr/8 busket/00	Fesive	83,778.80	0.00	2.00	0.00	0.00	0.00	167,557.60	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104010201038	WLK/Wafel Chocolate 252 gr/8 busket/00	Fesive	83,778.80	0.00	2.00	0.00	0.00	0.00	167,557.60	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104010201091	WLK/Black Berry 15 gr/10 Ball x 11 piece/10 pcs/01		0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104010201091	WSB/Majisco Chocolate 150 gr (3 gr x 25 pcs) 12 Showbox NDREA/00		0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104010202023	WSB/Majisco Strawberry 180 gr/24 pcs/00	WAFER 120g	176,807.98	0.00	2.00	0.00	0.00	0.00	353,615.96	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104010203033	WSB/Majisco Choco Banana 250 gr/12 busket/Espon Chnra/00		150,847.10	0.00	2.00	0.00	0.00	0.00	301,694.20	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104010203045	WLK/Black Berry 150 gr (15 gr x 10 pcs) 12 Showbox 00		0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104020010046	WLK/Black Choco 150 gr (15 gr x 10 pcs) 12 Showbox 00		0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104020010047	WLK/Black Milky 150 gr (15 gr x 10 pcs) 12 Showbox 00		0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104020010048	WLK/Black Choco 150 gr (15 gr x 10 pcs) 12 Showbox 00		0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104020010047	WLK/Black Milky 150 gr (15 gr x 10 pcs) 12 Showbox 00		0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104020010048	WLK/Black Choco 150 gr (15 gr x 10 pcs) 12 Showbox 00		0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104010101011	BK/Soft Crackers Lemon 400 gr/8 busket/00	Fesive	111,901.88	0.00	2.00	0.00	0.00	0.00	223,803.76	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/05/2025	0104010102029	BK/Regi Banana 21 gr/10 Pack x 8 ball/00		27,000.00	0.00	1,600.00	0.00	0.00	0.00	43,200,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/05/2025	0104010102071	BK/Unigod Napsa 21 gr/6ball/10pack/8ball00		28,800.00	0.00	500.00	0.00	0.00	0.00	14,400,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/05/2025	0104010102071	BK/Super Cream Pineapple 180 gr/3 ball x 7 pcs/00		64,050.00	0.00	500.00	0.00	0.00	0.00	32,025,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/07/2025	0104010101087	BK/Chocolate Fesive 280 gr/12 Pouch 00		0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	Meta Cipta Kreatif Nusantara, Pt-Surabaya	
08/07/2025	0104010102029	BK/Mare Susu Maku 8 gr/20pack/8ball00		31,135.00	0.00	200.00	0.00	0.00	0.00	6,227,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/07/2025	0104010102029	BK/Super Cream Strawberry 180 gr/3 ball x 7 pcs/00		64,050.00	0.00	200.00	0.00	0.00	0.00	12,810,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/07/2025	0104010102071	BK/Super Cream Pineapple 180 gr/3 ball x 7 pcs/00		64,050.00	0.00	100.00	0.00	0.00	0.00	11,673,360.00	0.00	Mega Global Food Industry	
08/07/2025	0104010102072	BK/Rise Cream Lemon 230 gr/10 pcs/00		45,908.00	0.00	800.00	0.00	0.00	0.00	36,486,400.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/07/2025	0104010102078	BK/Super Cream Chocolate 180 gr/3 ball x 7 pcs/01		77,822.57	0.00	150.00	0.00	0.00	0.00	11,673,388.50	0.00	Mega Global Food Industry	
08/07/2025	0104010201033	WLK/Majestic White Coffee 70 gr/10 pcs x 3 ball/00	WAFER 70g	45,045.00	0.00	200.00	0.00	0.00	0.00	9,009,000.00	0.00	Mega Naga Nusantara, Pt-Surabaya	
08/07/2025	0104010201033	WLK/Majestic Chocolate 70 gr/10 pcs x 3 ball/00	WAFER 70g	45,045.00	0.00	200.00	0.00	0.00	0.00	9,009,000.00	0.00	Mega Naga Nusantara, Pt	

- **Quantity and Rupiah Value:** The quantity and value of each transaction.
- **Distributor, Salesman Name, Lead Name:** Displays the parties involved in each sales transaction.

Tips & Important Notes

- Use this report to monitor the **daily or weekly sales performance** of each distributor or salesman.
- The **Option By** filter is very flexible for performance analysis. For example, select **Salesman** to see all transactions successfully recorded by one salesperson.
- This is a detailed register report, highly suitable for further processing using the **Export to MS Excel** feature.

Revision #1

Created 8 August 2025 11:05:52 by Muhammad Ali Akbar

Updated 8 August 2025 11:08:21 by Muhammad Ali Akbar