Production Report

Report Module Guide: Production Summary Report

Module Location

PPIC > Reports > Production Report

Module Objective

The **Production Report** module is used to generate a **summary report** of all production activities within a specific period. This report provides a general overview of the status of production jobs, without detailing every item or machine.

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:

- **Shipment Date**: Specify the date range in the **From** and **To** fields to see the production summary for that period.
- **Display**: Select the report display format, for example, **Executive Summary**.

2. Steps to Generate the Report

Step 1: Set Report Parameters

Define the date range you wish to review.

Step 2: Generate the Report

After all parameters are set, click one of the two buttons at the bottom:

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

3. Reading the Report (Report Content)

The generated report is a summary of the production status for the selected period.

This report displays a status summary such as:

- **Already Shipped**: The number of Work Orders that are finished and shipped.
- **Pending**: The number of Work Orders that are still waiting or in progress.
- **Last Month's Shipment**: Information related to the previous month's activity.

Tips & Important Notes

- This report provides a quick, **high-level view** of the overall status of production activities.

- Use this report for quick monitoring by management regarding the status of pending or completed jobs.
- This report is a **status summary** of the data managed in the **Work Order module**.

Revision #2
Created 18 October 2025 16:02:10 by Sayu
Updated 18 October 2025 19:35:19 by Sayu