

Aspect Software, Inc.

## Sample Sales Reports:

### Edit Daily Sales Report:

First, open the Navigator and click on the Sales Reporting Tab. The first option is the Daily Sales, click on this option.

The screenshot shows the 'Aspect Navigator' window. On the left is a vertical menu with options: Welcome, Setting Up Your Store, Sales Reporting (highlighted), Labor Reporting, Employee Scheduling, Inventory Setup, Inventory Maintenance, Menu Costing, Passwords, Scripts, Support & Upgrades, and Frequently Asked Questions. The main area displays the 'Daily Sales' report description, which includes a 'Sales Summary' and 'Period-To-Date Sales' section. A checkbox at the bottom allows users to click for more information on sales and labor reports. The status bar at the bottom shows 'Navigator On/Off', 'Close the Navigator', 'Exit Aspect', and the date/time 'Thu, Jul 9, 2009 11:06p'.

This is the Edit Daily Sales Report, where you can see all of the sales broken down by category, discounts, charges, etc. at a glance. Simply click on the arrows at the top to scroll day to day.

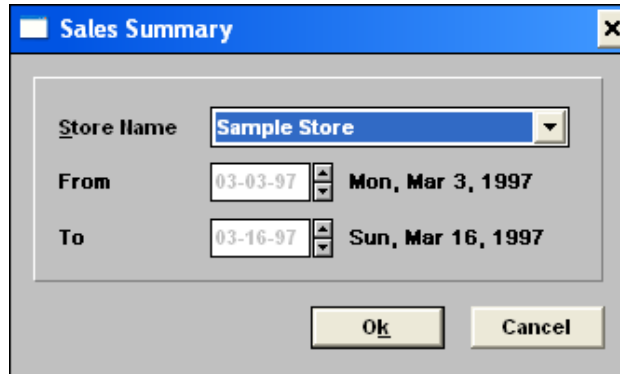
The 'Edit Sales' window displays a detailed report for 'Sample Store' on 'Mon, Mar 3, 1997'. The report is organized into several columns and rows, with data values in text boxes. On the right side, there are buttons for 'Close', 'Date', 'Print', 'Note', 'Paid Outs', 'Discounts', 'Export', and 'Import'.

Sample Store		<<	>>	Mon, Mar 3, 1997	
<b>Net Sales</b>				<b>Gross Sales</b>	8510.81
Food	5749.09 (84.23%)			Charges	4259.37
Non Alcohol	421.16 (5.26%)			Charge Tips	628.48
Liquor	238.20 (2.97%)			<b>Discounts</b>	241.34
Beer	288.00 (3.59%)			<b>Paid Outs</b>	1426.49
Wine	316.08 (3.94%)			Cash Over	
<b>Ttl Net Sales</b>	8012.53			Cash Short	
<b>Tax</b>				Gift C Sold	348.00
Food	424.73			Gift C Redeem	24.00
Liquor	33.43			<b>Deposit Due</b>	2279.13
Beer	11.62			Am Deposit	441.86
Wine	28.50			Pm Deposit	857.60
<b>Ttl Tax</b>	498.28			<b>Over/short</b>	-979.67
<b>Gross Sales</b>	8510.81			Lunch Sales	1520.29
				Dinner Sales	6979.96

## Sales Summary Report:

From the Navigator, Sales Reporting Tab, chose the Sales Summary Report.

Next, chose your store (ie: Sample Store) and the dates you would like to see in the report.

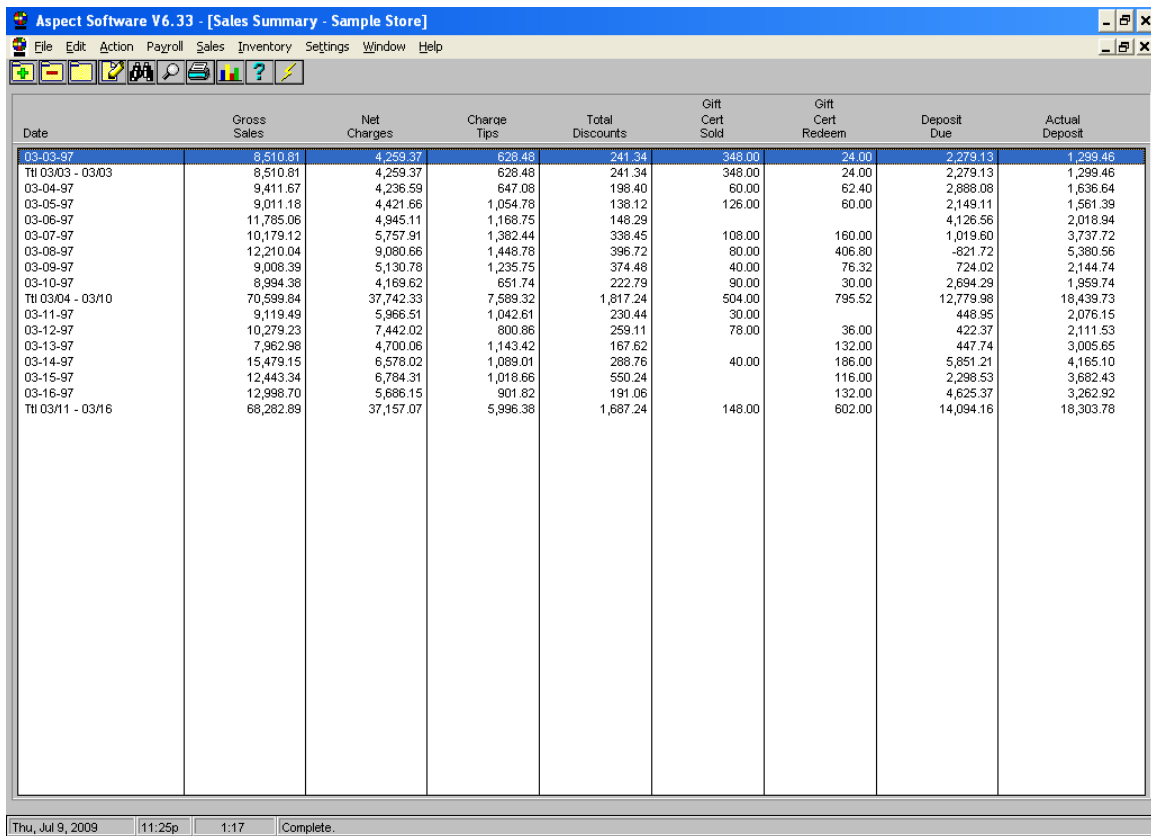


The dialog box titled "Sales Summary" contains the following fields:

- Store Name:** A dropdown menu with "Sample Store" selected.
- From:** A date field showing "03-03-97" and a corresponding text label "Mon, Mar 3, 1997".
- To:** A date field showing "03-16-97" and a corresponding text label "Sun, Mar 16, 1997".

At the bottom of the dialog are "Ok" and "Cancel" buttons.

Every daily sales report is permanently recorded so you can create summary reports for any time period. You can also compare sales for the current week or month against sales from the same time last year.

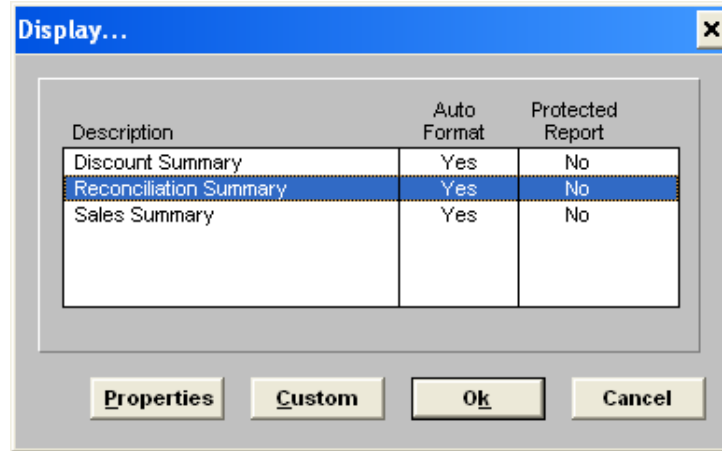


The screenshot shows the "Sales Summary - Sample Store" window with a menu bar (File, Edit, Action, Payroll, Sales, Inventory, Settings, Window, Help) and a toolbar. The main area displays a table of sales data from March 3, 1997, to March 16, 1997.

Date	Gross Sales	Net Charges	Charge Tips	Total Discounts	Gift Cert Sold	Gift Cert Redeem	Deposit Due	Actual Deposit
03-03-97	8,510.81	4,259.37	626.48	241.34	348.00	24.00	2,279.13	1,299.46
Ttl 03/03 - 03/03	8,510.81	4,259.37	626.48	241.34	348.00	24.00	2,279.13	1,299.46
03-04-97	9,411.67	4,236.59	647.08	198.40	60.00	62.40	2,888.08	1,636.64
03-05-97	9,011.16	4,421.86	1,054.78	138.12	126.00	60.00	2,149.11	1,561.39
03-06-97	11,785.06	4,945.11	1,168.75	148.29			4,126.56	2,018.94
03-07-97	10,179.12	5,757.91	1,382.44	338.45	108.00	160.00	1,019.60	3,737.72
03-08-97	12,210.04	9,080.66	1,448.78	396.72	80.00	406.80	-821.72	5,380.56
03-09-97	9,008.39	5,130.78	1,235.75	374.48	40.00	76.32	724.02	2,144.74
03-10-97	8,994.38	4,169.62	651.74	222.79	90.00	30.00	2,694.29	1,959.74
Ttl 03/04 - 03/10	70,599.84	37,742.33	7,589.32	1,817.24	504.00	795.52	12,779.98	18,439.73
03-11-97	9,119.49	5,966.51	1,042.61	230.44	30.00		448.95	2,076.15
03-12-97	10,279.23	7,442.02	800.86	259.11	78.00	36.00	422.37	2,111.53
03-13-97	7,962.98	4,700.06	1,143.42	167.62		132.00	447.74	3,005.65
03-14-97	15,473.15	6,578.02	1,089.01	288.76	40.00	186.00	5,851.21	4,165.10
03-15-97	12,443.34	6,784.31	1,018.66	550.24		116.00	2,298.53	3,682.43
03-16-97	12,998.70	5,686.15	901.82	191.06		132.00	4,625.37	3,262.92
Ttl 03/11 - 03/16	68,282.89	37,157.07	5,996.38	1,687.24	148.00	602.00	14,084.16	18,303.78

The status bar at the bottom indicates: Thu, Jul 9, 2009 | 11:25p | 1:17 | Complete.

If you would like to view another format under the Sales Summary Report, simply click on the binoculars to chose another report.



**Period-to-Date Sales Report:**

From the Navigator, Sales Reporting Tab, chose the Period-to-Date Sales Report.

The Period-to-Date Sales Report is one of 16 customizable income and expense reports that you can create. Each report can include sales, labor, and inventory information in addition to user-defined calculations. This is just one option for the Period-to-Date Sales Report, an Aspect Representative will assist you in creating a report that best suits your needs.

Line	Description	Mon 03/03/97	Total
1	NET SALES		
2	Food	6,749.09	6,749.09
3	Non Alcohol	421.16	421.16
4	Liquor	238.20	238.20
5	Beer	288.00	288.00
6	Wine	316.08	316.08
8	=TTL NET SALES	8,012.53	8,012.53
10	TAX		
11	Food	424.73	424.73
12	Liquor	33.43	33.43
13	Beer	11.62	11.62
14	Wine	28.50	28.50
16	+TTL TAX	498.28	498.28
18	=GROSS SALES	8,510.81	8,510.81
20	GROSS SALES	8,510.81	8,510.81
21	- Charges	4,259.37	4,259.37
22	- Charge Tips	628.48	628.48
23	- Discounts	241.34	241.34
24	- Paid Outs	1,426.49	1,426.49
25	+ Cash Over		
26	- Cash Short		
27	+ Gift C Sold	348.00	348.00
28	- Gift C Redeem	24.00	24.00
30	= DEPOSIT DUE	2,279.13	2,279.13
31	AM DEPOSIT	441.86	441.86
32	PM DEPOSIT	857.60	857.60
34	OVER/SHORT	-979.67	-979.67
36	Lunch Sales	1,520.29	1,520.29
37	Dinner Sales	6,979.96	6,979.96
39	LABOR:		
41	Bar	50.69	50.69

Footer: Fri, Jul 10, 2009 | 12:06a | 1:53 | Complete.

## Sales Mix Summary Report:

From the Navigator Sales Reporting Tab, chose the Sales Mix Summary Report.

Aspect records the sales and number of each menu item sold every day, so you can compare current sales for each menu item against any past period.

Group	Menu Item	Tue 04-08-08 Sold	Wed 04-09-08 Sold	Thu 04-10-08 Sold	Fri 04-11-08 Sold	Sat 04-12-08 Sold	Sun 04-13-08 Sold	Mon 04-14-08 Sold	Total No. Sold
Vegetarian	?keyboard	1		2		2			5
Vegetarian	Cheese Relleno S	1			1	1			3
Vegetarian	Cheese Relleno	1	1		2	1			5
Vegetarian	Lg Veg Ench							2	2
Vegetarian	Lg-Veg Tamales S					1			1
Vegetarian	Med Veg Ench					2		1	3
Vegetarian	Med-Veg Ench Sb					2			2
Vegetarian	Med-Veg Tamales					2			2
Vegetarian	Veg Burrito	2		1		2			5
Vegetarian	Veg Burrito Sb					1			1
Vegetarian	Veg Fajitas					3			3
Vegetarian	Veg Fajitas Sb			2					2
Vegetarian	Veg Ques Sb	1		2				1	4
Vegetarian	Veg Quesadilla			2	2		1		6
Ttl Vegetarian	Ttl Vegetarian	6	1	9	5	18		5	44