Solution-IV™
Executive Summary Information

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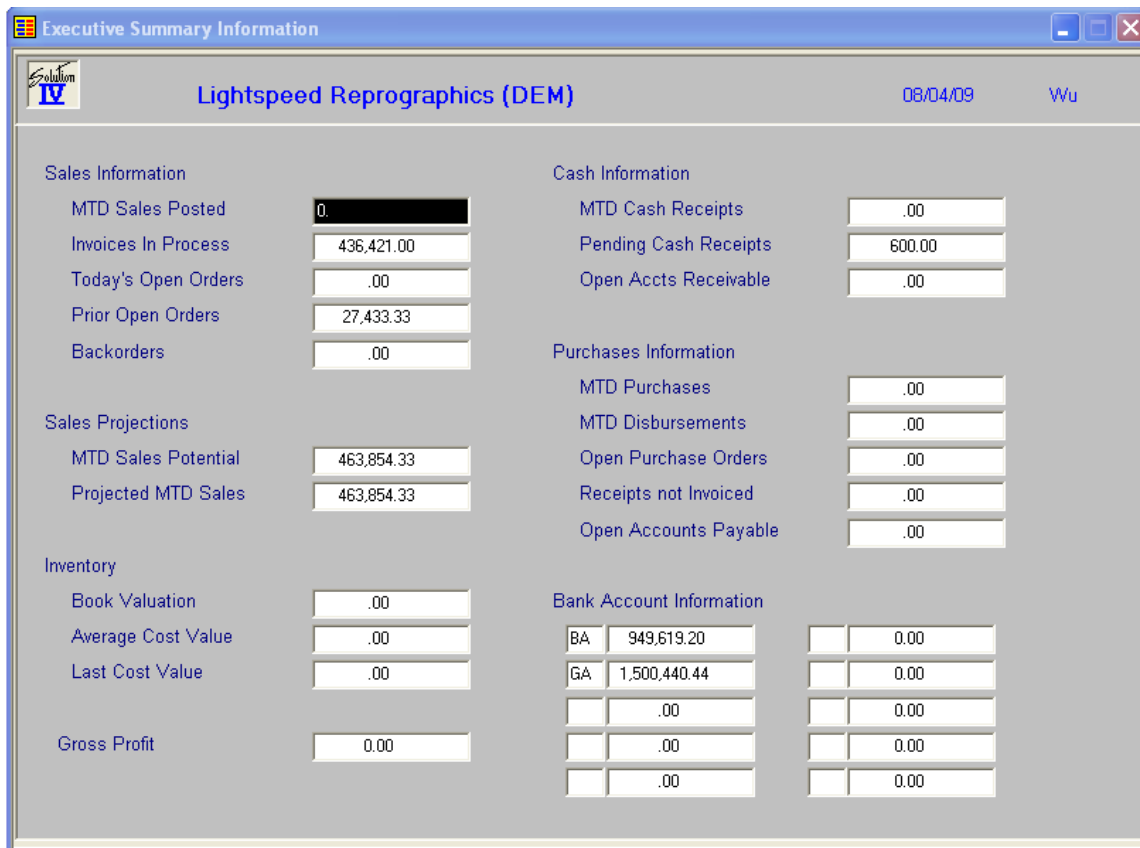
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Executive Summary Information Screen

The Executive Summary Inquiry is designated to give you an up to the minute look at your company's sales, purchase and cash information. This will help you to forecast sales projections and cash requirements for the month.

From the Solution-IV Main Menu, select **Executive Summary Info**:

MTD Sales Posted
This field contains the sales that have been posted this month (based on the terminal date) from both Accounts Receivable and Order Processing Invoice Entry.

Press **F2** to see the sales history by month.

Invoices in Process
This field contains the invoices currently in the Accounts Receivable and Order Processing Invoice Entry files. This includes sales, discounts, freight, sales tax, rush charges and surcharges.

Today's Open Orders
This field contains the orders with today's date found in the Order Processing Order Entry file. This does not include orders that are currently being invoiced. This includes sales, discounts, freight, sales tax, rush charges and surcharges.

Press **F2** to see the total open order history by month.

Prior Open Orders
This field contains the orders in the Order Processing Order Entry file that have not yet been invoiced and are dated prior to today. This does not include orders that are currently being invoiced. This includes sales, discounts, freight, sales tax, rush charges and surcharges. This does not include orders that have been invoiced and backordered.

Backorders
This field contains the orders in the Order Processing Order Entry file that have been marked as being on backorder. This does not include discounts, freight, sales tax, rush charges or surcharges.

Press **F2** to see the total open backorder history by month.

MTD Sales Potential
This field contains the sum of MTD Sales Posted + Invoices in Process +Today's Open Orders + Prior Open Orders + Backorders.

Projected MTD Sales
This field contains (MTD Sales Posted divided by the Number of week days so far) times the Number of week days remaining in the month resulting in the MTD Sales Potential.

Book Valuation
This field contains the value of your inventory based on the valuation costing method in the Item Masterfile. This number should foot to the Inventory Valuation Report

Press **F2** to see the Inventory Valuation history by month.

Average Cost Value
This field contains the value of your inventory based on if the inventory was valued using the average cost.

Press **F2** to see the Inventory Valuation (using Average Cost) history by month.

Last Cost Value
This field contains the value of your inventory based on if the inventory was valued using the last cost.

Press **F2** to see the Inventory Valuation (using Last Cost) history by month.

MTD Cash Receipts
This field contains the cash posted through Accounts Receivable Cash Receipts so far this month.

Press **F2** to see the cash receipts history by month.

Pending Cash Receipts
This field contains the cash receipts currently in the Accounts Receivable Cash Receipts entry file.

Open Accounts Receivable
This field contains the total open Accounts Receivable. It should foot to your Accounts Receivable Aged Trial Balance.

Press **F2** to see the total open accounts receivable history by month.

MTD Purchases

This field contains the invoices posted to the system through both Accounts Payable and Purchase Order Invoice Entry.

Press **F2** to see purchases history by month.

MTD Disbursements

This field contains the amounts of payments made using either Manual Check Entry or Check Printing.

Press **F2** to see disbursement history by month.

Open Purchase Orders

This field contains the total amount of purchase orders that are currently open -- meaning they have not yet been received or invoiced.

Press **F2** to see the total open purchase order history by month.

Receipts not Invoiced

This field contains the total amount of purchase orders that have been received into inventory, but for whom the invoice has not yet been entered. This amount should foot to the Receipts not Invoiced report.

Press **F2** to see the total receipts not yet invoiced history by month.

Open Accounts Payable

This field contains the total open Accounts Payable. It should foot to your Accounts Payable Aged Trial Balance.

Press **F2** to see the total open accounts payable history by month.

Bank Account Descriptions

These fields contain the first ten (alphabetically) bank codes and their descriptions.

Bank Account Balances

These fields contain the balances currently in the associated bank codes. These amounts should foot to the General Ledger Trial Balance for the General Ledger account to which the bank code is associated.

Gross Profit

This field contains the gross profit for the current General Ledger accounting period.

Executive Summary – Monthly Figures

This screen is accessed by pressing the **F2** key from specific fields as noted above:

	Executive Summary - Monthly Figures				

Lightspeed Reprographics (DEM)   08/04/09   Wu

Sales posted by month for 2009

		Actual	Plan	Variance
	January	0.	.00	.00
	February	.00	.00	.00
	March	.00	.00	.00
	April	.00	.00	.00
	May	.00	.00	.00
	June	.00	.00	.00
	July	.00	.00	.00
-->	August	.00	.00	.00
	September	.00	.00	.00
	October	.00	.00	.00
	November	.00	.00	.00
	December	.00	.00	.00
	Totals	.00	.00	.00

Actual
These fields contain the actual amounts for each month. The amounts shown correspond to the field from which you pressed **F2** to get here.

Plan
These fields contain the budgeted amount for each month.

Variance
These fields contain the difference between the actual and budgeted amounts.

Executive Summary – Daily Figures

This screen is accessed by pressing the **F2** key from any of the fields in the Executive Summary – Monthly Figures screen:

These fields contain the daily amounts for the month for whatever it is that you are looking at (see the top line of the screen for a description of the data).

The reason there are 42 occurrences is to correspond with the potentially 42 boxes displayed on the calendar screen. The actual data will be stored only in occurrences 1-31, based on the day of the month.