



14th ANNUAL USERS CONFERENCE
January 25 – 27, 2016 | Bonita Springs, FL

Job Management 3-Reports

Presented by:
Carolyn Johnson & Lisa Gambatese

PERENNIAL 20TH
SOFTWARE ANNIVERSARY
Makers of SedonaOffice and AlarmBiller®

This Page Intentionally Left Blank

Table of Contents

Job Cost Summary*4
Job Cost Summary (JC02)*5
Estimated vs Actual by Salesperson.....6
Jobs WIP Monthly Audit*7
Commission Due*9
Commission Due - Invoiced*10
Commission Due – 50/50*11

Job Cost Summary*

This report was designed as a Job status report using an “as of” date, and provides estimated and actual amounts recorded to your Jobs.

Job Cost Summary		Plymouth Security										
All Active Branches All Active Job Types All Salespersons All Active Install Companies All Installers All Job Status All Open Jobs as of 1/8/2016												
Job	Site/Customer	Sold	Billed	Parts	Hours	Labor	Overhead	Other	Commission	Cost	Net	%
100	St. Elizabeth Ann Seton Catholic Chu	12/12/15	36,500.00	4,068.72	46.00	2,700.00	0.00	350.00	5,681.50	12,800.22	23,699.78	64.9%
1005	St. Elizabeth Ann Seton Catholic Chu		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
			WIP	0.00		0.00	0.00	0.00	5,888.00	5,888.00	(5,888.00)	0.0%
			Total	0.00		0.00	0.00	0.00	5,888.00	5,888.00	(5,888.00)	0.0%
101	St. Elizabeth Ann Seton Catholic Chu	12/12/15	41,500.00	11,158.90	60.00	2,500.00	0.00	250.00	6,296.50	20,205.40	21,294.60	51.3%
1005	St. Elizabeth Ann Seton Catholic Chu		41,500.00	9,143.84	50.75	2,090.00	0.00	820.00	6,296.50	18,350.34	23,149.66	55.8%
			WIP	0.00		0.00	0.00	2,750.00	0.00	2,750.00	38,750.00	93.4%
			Total	9,143.84		2,090.00	0.00	3,570.00	6,296.50	21,100.34	20,399.66	49.2%
102	Martin, Sam	11/30/15	1,250.00	643.11	9.00	240.00	0.00	0.00	245.45	1,128.56	121.44	9.7%
1002	Martin, Sam		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
			WIP	0.00		0.00	0.00	0.00	245.45	245.45	(245.45)	0.0%
			Total	0.00		0.00	0.00	0.00	245.45	245.45	(245.45)	0.0%
103	Baron, Christine	12/5/15	1,599.00	686.19	7.75	305.00	0.00	0.00	282.95	1,274.14	324.86	20.3%
1003	Baron, Christine		1,599.00	676.99	8.00	320.00	0.00	111.32	282.95	1,391.26	207.74	13.0%
			WIP	20.19		0.00	0.00	0.00	0.00	20.19	1,578.81	98.7%
			Total	697.18		320.00	0.00	111.32	282.95	1,411.45	187.55	11.7%
104	Williams, Richard	12/10/15	1,400.00	0.00	6.00	0.00	0.00	0.00	242.95	242.95	1,157.05	82.6%
1004	Williams, Richard		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
			WIP	0.00		0.00	0.00	0.00	242.95	242.95	(242.95)	0.0%
			Total	0.00		0.00	0.00	0.00	242.95	242.95	(242.95)	0.0%
105	Elephant Bar (The)	12/9/15	33,495.00	4,846.51	45.00	2,700.00	0.00	0.00	5,150.25	12,696.76	20,798.24	62.1%
1006	Elephant Bar (The)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
			WIP	0.00		0.00	0.00	0.00	5,150.25	5,150.25	(5,150.25)	0.0%
			Total	0.00		0.00	0.00	0.00	5,150.25	5,150.25	(5,150.25)	0.0%

Job Cost Summary (JC02)*

This report is an adaptation of the Job Cost Summary* report. This report contains an additional row of data which shows any variances from the estimated to actual amounts.

Job Cost Summary			Plymouth Security										
All Active Branches All Active Job Types All Salespersons All Active Install Companies All Installers All Job Status All Open Jobs as of 1/8/2016													
Job	Site/Customer		Install Charges	RMR	Parts	Hours	Labor	Overhead	Other	Commission	Total Cost	Profit/(Loss)	%
100	St. Elizabeth Ann Seton	Cat1 Estimate	36,500.00	206.50	4,068.72	46.00	2,700.00	0.00	350.00	5,681.50	12,800.22	23,699.78	64.9%
1005	St. Elizabeth Ann Seton	Cat1 Actual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sold	12/12/15	WIP			0.00		0.00	0.00	0.00	5,888.00	5,888.00		0.0%
		Total	0.0%		0.00		0.00	0.00	0.00	5,888.00	5,888.00	(5,888.00)	0.0%
		Variance	36,500.00	206.50	4,068.72	46.00	2,700.00	0.00	350.00	(206.50)	6,912.22	(29,587.78)	-81.1%
101	St. Elizabeth Ann Seton	Cat1 Estimate	41,500.00	306.50	11,158.90	60.00	2,500.00	0.00	250.00	6,296.50	20,205.40	21,294.60	51.3%
1005	St. Elizabeth Ann Seton	Cat1 Actual	41,500.00	306.50	9,143.84	50.75	2,090.00	0.00	820.00	6,296.50	18,350.34		55.8%
Sold	12/12/15	WIP			0.00		0.00	0.00	2,750.00	0.00	2,750.00		93.4%
		Total	100.0%		9,143.84		2,090.00	0.00	3,570.00	6,296.50	21,100.34	20,399.66	49.2%
		Variance	0.00	0.00	2,015.06	9.25	410.00	0.00	(3,320.00)	0.00	(894.94)	(894.94)	0.0%
102	Martin, Sam	Estimate	1,250.00	157.95	643.11	9.00	240.00	0.00	0.00	245.45	1,128.56	121.44	9.7%
1002	Martin, Sam	Actual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sold	11/30/15	WIP			0.00		0.00	0.00	0.00	245.45	245.45		0.0%
		Total	0.0%		0.00		0.00	0.00	0.00	245.45	245.45	(245.45)	0.0%
		Variance	1,250.00	157.95	643.11	9.00	240.00	0.00	0.00	0.00	883.11	(366.89)	-29.4%
103	Baron, Christine	Estimate	1,599.00	40.03	686.19	7.75	305.00	0.00	0.00	282.95	1,274.14	324.86	20.3%
1003	Baron, Christine	Actual	1,599.00	32.95	676.99	8.00	320.00	0.00	111.32	282.95	1,391.26		13.0%
Sold	12/5/15	WIP			20.19		0.00	0.00	0.00	0.00	20.19		96.7%
		Total	100.0%		697.18		320.00	0.00	111.32	282.95	1,411.45	187.55	11.7%
		Variance	0.00	7.08	(10.99)	(0.25)	(15.00)	0.00	(111.32)	0.00	(137.31)	(137.31)	0.0%
104	Williams, Richard	Estimate	1,400.00	157.95	0.00	6.00	0.00	0.00	0.00	242.95	242.95	1,157.05	82.6%
1004	Williams, Richard	Actual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sold	12/10/15	WIP			0.00		0.00	0.00	0.00	242.95	242.95		0.0%
		Total	0.0%		0.00		0.00	0.00	0.00	242.95	242.95	(242.95)	0.0%
		Variance	1,400.00	157.95	0.00	6.00	0.00	0.00	0.00	0.00	0.00	(1,400.00)	-100.0%

Estimated vs Actual by Salesperson

This is one of our oldest Job reports – although it may appear to be a bit “busy” with a lot of data, the right-most column is the one to focus upon – the % column shows the margin % of the Job as compared to the original estimate. In the % column, typically a negative amount is an indication the job is overall performing better than expected.

January 08, 2016		Estimated vs Actual Cost by Salesperson							Page # 1
3:10 PM		For Jobs with Sold Dates Between: 12/1/2015 and 12/31/2015							
		Sales							
Sales Person	Date	Current Status	Est/Act Parts	Est/Act Labor	Est/Act Commissions	Est/Act Other	Est/Act O/H	Est/Act Total	%
Job Code: 100		Job Name: St. Elizabeth Ann		Job Type: Com-Intrusion/					
Oliver Blais	12/12/2015	Approvals	\$4,068.72	\$2,700.00	\$5,681.50	\$350.00	\$0.00	\$12,800.22	
	12/12/2015	Approvals	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	12/12/2015	Approvals	\$4,068.72	\$2,700.00	\$5,681.50	\$350.00	\$0.00	\$12,800.22	100.00%
Job Code: 101		Job Name: St. Elizabeth Ann		Job Type: Com-Intrusion/					
Oliver Blais	12/12/2015	Job Complete	\$11,158.90	\$2,500.00	\$6,296.50	\$250.00	\$0.00	\$20,205.40	
	12/12/2015	Job Complete	<u>\$9,143.84</u>	<u>\$2,090.00</u>	<u>\$6,296.50</u>	<u>\$820.00</u>	<u>\$0.00</u>	<u>\$18,350.34</u>	
	12/12/2015	Job Complete	\$2,015.06	\$410.00	\$0.00	(\$570.00)	\$0.00	\$1,855.06	9.18%
Job Code: 103		Job Name: Baron, Christine		Job Type: Res-Intrusion					
Oliver Blais	12/5/2015	Jobcost	\$686.19	\$305.00	\$282.95	\$0.00	\$0.00	\$1,274.14	
	12/5/2015	Jobcost	<u>\$676.99</u>	<u>\$320.00</u>	<u>\$282.95</u>	<u>\$111.32</u>	<u>\$0.00</u>	<u>\$1,391.26</u>	
	12/5/2015	Jobcost	\$9.20	(\$15.00)	\$0.00	(\$111.32)	\$0.00	(\$117.12)	-9.19%
Job Code: 104		Job Name: Williams, Richard		Job Type: Res-Intrusion					
Oliver Blais	12/10/2015	Parts	\$0.00	\$0.00	\$242.95	\$0.00	\$0.00	\$242.95	
	12/10/2015	Parts	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	12/10/2015	Parts	\$0.00	\$0.00	\$242.95	\$0.00	\$0.00	\$242.95	100.00%
Job Code: 105		Job Name: Elephant Bar (The)		Job Type: Com-Intrusion/					
Oliver Blais	12/9/2015	Approvals	\$4,846.51	\$2,700.00	\$5,150.25	\$0.00	\$0.00	\$12,696.76	
	12/9/2015	Approvals	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	12/9/2015	Approvals	\$4,846.51	\$2,700.00	\$5,150.25	\$0.00	\$0.00	\$12,696.76	100.00%
Job Code: 106		Job Name: Joe's Bar & Grill		Job Type: Com-CCTV					
George Miller	12/16/2015	Approvals	\$4,907.65	\$480.00	\$1,719.45	\$0.00	\$0.00	\$7,107.10	
	12/16/2015	Approvals	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	12/16/2015	Approvals	\$4,907.65	\$480.00	\$1,719.45	\$0.00	\$0.00	\$7,107.10	100.00%

Jobs WIP Monthly Audit*

This report was designed to show amounts in WIP at the beginning and ending of a given period of time. This report should balance to the amounts in the G/L.

Job WIP Monthly Audit Report			Plymouth Security		
Beginning of Month		12/1/2015 to 1/9/2016	End of Month		
Job Code	Site Name	Job Type	Created Date	Closed Date	
	BOM Balance	WIP Increases	WIP Decreases	EOM Balance	
OC - Orange County					
100	St. Elizabeth Ann Seton Catholic Church (Sa	Com-Intrusion/Fire	12/16/2015		
Accrued Income:	0.00	0.00	0.00	0.00	
Material:	0.00	839.50	(839.50)	0.00	
Labor:	0.00	0.00	0.00	0.00	
Commission:	0.00	5,888.00	0.00	5,888.00	
Other:	0.00	0.00	0.00	0.00	
101	St. Elizabeth Ann Seton Catholic Church (Sc	Com-Intrusion/Fire	12/16/2015		
Accrued Income:	0.00	0.00	0.00	0.00	
Material:	0.00	9,143.84	(9,143.84)	0.00	
Labor:	0.00	2,090.00	(2,090.00)	0.00	
Commission:	0.00	6,296.50	(6,296.50)	0.00	
Other:	0.00	3,570.00	(820.00)	2,750.00	
102	Martin, Sam	Res-Intrusion	12/16/2015		
Accrued Income:	0.00	0.00	0.00	0.00	
Material:	0.00	0.00	0.00	0.00	
Labor:	0.00	0.00	0.00	0.00	
Commission:	245.45	0.00	0.00	245.45	
Other:	0.00	0.00	0.00	0.00	
103	Baron, Christine	Res-Intrusion	12/16/2015		
Accrued Income:	0.00	0.00	0.00	0.00	
Material:	0.00	697.18	(676.99)	20.19	
Labor:	0.00	320.00	(320.00)	0.00	
Commission:	0.00	282.95	(282.95)	0.00	
Other:	0.00	111.32	(111.32)	0.00	
104	Williams, Richard	Res-Intrusion	12/16/2015		
Accrued Income:	0.00	0.00	0.00	0.00	
Material:	0.00	0.00	0.00	0.00	
Labor:	0.00	0.00	0.00	0.00	
Commission:	0.00	242.95	0.00	242.95	
Other:	0.00	0.00	0.00	0.00	

The last page of the report will print totals by WIP buckets; Accrued Income, Material, Labor, Commissions, and Other.

Job Code		Site Name	Job Type		Created Date	Closed Date
		BOM Balance	WIP Increases	WIP Decreases	EOM Balance	
Grand Total:		Accrued Income:	0.00	0.00	0.00	0.00
		Material:	0.00	23,186.99	(22,267.00)	919.99
		Labor:	0.00	5,570.00	(5,515.60)	54.40
		Commission:	245.45	31,691.56	(9,260.20)	22,676.81
		Other:	0.00	3,876.32	(1,126.32)	2,750.00

Selection Criteria
All Branches

Account Register

Account Code: 122100 Branch: WIP - Job Parts

From Date: Thru Date: 1/9/2016

Reg No.	Date	Type	Reference	Name	Branch	Amount	Balance
114590	12/14/2...	MWIP	101	St. Elizabeth Ann Seton Catholic Church	OC	51.37	51.37
114606	12/21/2...	RCPT	1155	ADI	RIV	52.43	103.80
114525	12/23/2...	MWIP	115	Fisher, Herb & Carol	OC	790.92	894.72
114526	12/23/2...	RCPT	1145	Bosch Security Systems Inc	OC	839.50	1,734.22
114607	12/24/2...	RCPT	1156	Bosch Security Systems Inc	RIV	10,302.14	12,036.36
114574	12/28/2...	RCPT	1147	Bosch Security Systems Inc	OC	1,607.15	13,643.51
114575	12/28/2...	RCPT	1149	ADI	OC	7,485.32	21,128.83
114556	12/31/2...	RCPT	1153	ADI	OC	676.99	21,805.82
114527	1/5/2016	RETURN	1145	Bosch Security Systems Inc	OC	-839.50	20,966.32
114544	1/7/2016	RCPT	1151	ADI	OC	14.98	20,981.30
114545	1/7/2016	RCPT	1152	Innotech Security	OC	1,346.00	22,327.30
114549	1/7/2016	COGS	3402	Shell Service Station #1955	OC	-585.22	21,742.08
114553	1/7/2016	COGS	3404	Shell Service Station #1955	OC	-666.88	21,075.20
114567	1/7/2016	COGS	3408	Baron, Christine	OC	-676.99	20,398.21
114573	1/7/2016	MWIP	103	Baron, Christine	OC	20.19	20,418.40
114593	1/7/2016	COGS	3410	St. Elizabeth Ann Seton Catholic Church	OC	-9,143.84	11,274.56
114625	1/7/2016	COGS	3412	Art's Bar & Grill	RIV	-2,588.64	8,685.92
114631	1/7/2016	COGS	3413	Art's Bar & Grill	RIV	-7,765.93	919.99

List Count = 18

Commission Due*

This report calculates the amount of commission due to be paid to the salesperson based on the percentage of the Job that has been paid. This report takes into consideration advance deposits linked to Jobs. This report takes into consideration commissions paid via Payroll Timesheets or manual Journal Entries. Once the commission has been fully paid, the Job will no longer appear on this report.

Commission Due											Plymouth Security
Cut-off Date: 1/9/2016											
Oliver Blais - Oliver Blais											
Job	Customer	Sold	Status	Job Amount	Job Paid	% Paid	Commission	Comm RMR	Comm Paid	Comm Bal	Comm Due
100	St. Elizabeth Ann Seton Catholic	12/12/15	Approvals	36,500.00	18,250.00	50.0%	5,475.00	206.50	0.00	5,681.50	2,840.75
101	St. Elizabeth Ann Seton Catholic	12/12/15	Job Complete	41,500.00	20,750.00	50.0%	5,990.00	306.50	0.00	6,296.50	3,148.25
102	Martin, Sam	11/30/15	Parts	1,250.00	1,500.00	120.0%	212.50	32.95	0.00	245.45	245.45
103	Baron, Christine	12/5/15	Jobcost	1,599.00	800.00	50.0%	250.00	32.95	0.00	282.95	141.56
104	Williams, Richard	12/10/15	Parts	1,400.00	850.00	60.7%	210.00	32.95	0.00	242.95	147.51
105	Elephant Bar (The)	12/9/15	Approvals	33,495.00	17,000.00	50.8%	5,024.25	126.00	0.00	5,150.25	2,613.95
115	Fisher, Herb & Carol	12/10/15	Parts	1,495.00	0.00	0.0%	224.25	42.95	0.00	267.20	0.00
117	Jackson, Marshall	12/12/15	Parts	1,495.00	0.00	0.0%	224.25	42.95	0.00	267.20	0.00
118	Shell Service Station #2522	12/17/15	Approvals	1,495.00	0.00	0.0%	224.25	68.95	0.00	293.20	0.00
119	Shell Service Station #2522	12/17/15	Approvals	3,499.00	0.00	0.0%	524.85	34.95	0.00	559.80	0.00
120	Shell Service Station #1955	12/16/15	Approvals	5,125.00	0.00	0.0%	768.75	147.95	0.00	916.70	0.00
121	Shell Service Station #1955	12/16/15	Job Complete	3,529.00	0.00	0.0%	158.52	77.95	0.00	236.47	0.00
										20,440.17	9,137.47
										<u>31,730.51</u>	<u>14,790.18</u>

Commission Due - Invoiced*

This commission report calculates the amount to be paid to the salesperson based on the percentage of the Job that has been invoiced. If the Job has been 50% invoiced, the report will show that 50% of the total commission due should be paid out to the salesperson.

Commission Due - Invoiced												Plymouth Security	
Cut-off Date: 1/9/2016													
Oliver Blais - Oliver Blais													
Job	Customer	Sold	Status	Job Amount	Job Invoiced	% Inv	Commission	Comm RMR	Comm Paid	Comm Bal	Comm Due		
100	St. Elizabeth Ann Seton Catholic	12/12/15	Approvals	36,500.00	0.00	0.0%	5,475.00	206.50	0.00	5,681.50	0.00		
101	St. Elizabeth Ann Seton Catholic	12/12/15	Job Complete	41,500.00	42,368.42	102.1%	5,990.00	306.50	0.00	6,296.50	6,296.50		
102	Martin, Sam	11/30/15	Parts	1,250.00	0.00	0.0%	212.50	32.95	0.00	245.45	0.00		
103	Baron, Christine	12/5/15	Jobcost	1,599.00	1,692.36	105.8%	250.00	32.95	0.00	282.95	282.95		
104	Williams, Richard	12/10/15	Parts	1,400.00	0.00	0.0%	210.00	32.95	0.00	242.95	0.00		
105	Elephant Bar (The)	12/9/15	Approvals	33,495.00	0.00	0.0%	5,024.25	126.00	0.00	5,150.25	0.00		
115	Fisher, Herb & Carol	12/10/15	Parts	1,495.00	0.00	0.0%	224.25	42.95	0.00	267.20	0.00		
117	Jackson, Marshall	12/12/15	Parts	1,495.00	0.00	0.0%	224.25	42.95	0.00	267.20	0.00		
118	Shell Service Station #2522	12/17/15	Approvals	1,495.00	0.00	0.0%	224.25	68.95	0.00	293.20	0.00		
119	Shell Service Station #2522	12/17/15	Approvals	3,499.00	0.00	0.0%	524.85	34.95	0.00	559.80	0.00		
120	Shell Service Station #1955	12/16/15	Approvals	5,125.00	0.00	0.0%	768.75	147.95	0.00	916.70	0.00		
121	Shell Service Station #1955	12/16/15	Job Complete	3,529.00	2,499.50	70.8%	158.52	77.95	0.00	236.47	167.49		
										20,440.17	6,746.94		

Commission Due – 50/50*

This commission report calculates the amount to be paid to the salesperson based on the percentage of payments received against the total Job amount. If the Job has been 50% paid, the report will show that 50% of the total commission due should be paid out to the salesperson. This report takes into consideration advance deposits linked to Jobs.

Commission Due - 50/50		Plymouth Security									
Cut-off Date: 1/9/2016											
George.Miller - George Miller											
Job	Customer	Sold	Status	Job Amount	Job Paid	% Paid	Commission	CommRMR	Comm Paid	Comm Bal	Comm Due
106	Joe's Bar & Grill	12/16/15	Approvals	10,575.00	5,500.00	52.0%	1,586.25	133.20	0.00	1,719.45	859.73
107	Art's Bar & Grill	12/13/15	Jobcost	19,745.00	7,500.00	38.0%	2,357.00	106.20	0.00	2,463.20	0.00
108	Chill's Bar & Grill	12/11/15	Approvals	15,725.00	8,000.00	50.9%	2,358.75	106.20	0.00	2,464.95	1,232.48
109	Mardon Jewelers	12/14/15	Approvals	21,475.00	12,250.00	57.0%	3,187.50	106.20	0.00	3,293.70	1,646.85
110	Rhonda Fine Jewelry	12/14/15	Approvals	18,575.00	9,500.00	51.1%	1,157.34	191.70	0.00	1,349.04	674.52
										11,290.34	4,413.57

Notes