

DOWNLOAD ESALES

WALKTHROUGH

Access the WebPOS home page and click on Headquarter System.



Go to Sales Report > Download eSales

The screenshot displays the Alliance Access software interface. At the top, there is a navigation menu with options: Home, Daily Operation, Sales Report, Inventory, Master Records, Maintenance, and Logout. The 'Sales Report' menu is open, showing a list of options including 'Download eSales', which is highlighted in blue. The main dashboard area features a 'Sales Dashboard' with a 'Branch' dropdown set to '(All)' and a 'Report' dropdown set to 'Sales Trend'. Below this, there are two bar charts. The left chart shows sales data for February 11, 2012, with a y-axis ranging from 0 to 120,000. The right chart shows a benchmark for 'Revenue' against '(Base Product)', with a y-axis ranging from 0 to 100. The interface also includes a 'Panel' dropdown set to 'Full', a 'Refresh every (mins):' input field, and a 'Re' button.

eSales allows you to view the last receipt number issued for a specific month. This report is in .txt file.

Go to Sales Report > Download eSales

Download eSales

Period: February 2012

Branch:

Set the Period (monthly). Scroll left or right to change month while up or down to change year.

Set the Branch. You can only view one branch at a time.

Click Download once done.

The report will automatically download to your computer. As displayed in the format, the data is as follows: Month, Year, Monthly Sales, End Range of Official Receipt (last Receipt No. issued)

In sample,

Month 02
Year 2012
Sales 27525.91
Receipt 24

