



## Summary

Below is a list of reports along with a small summary of what each report does. Each one is broken down by Orchestrated Personas so feel free to click the link that closest resembles your role at the Brewery/Distillery to skip forward to that section:



Peter the Inventory Guy



Bruno the Brewmaster



Sal the Sales Guy



Penny the Accountant

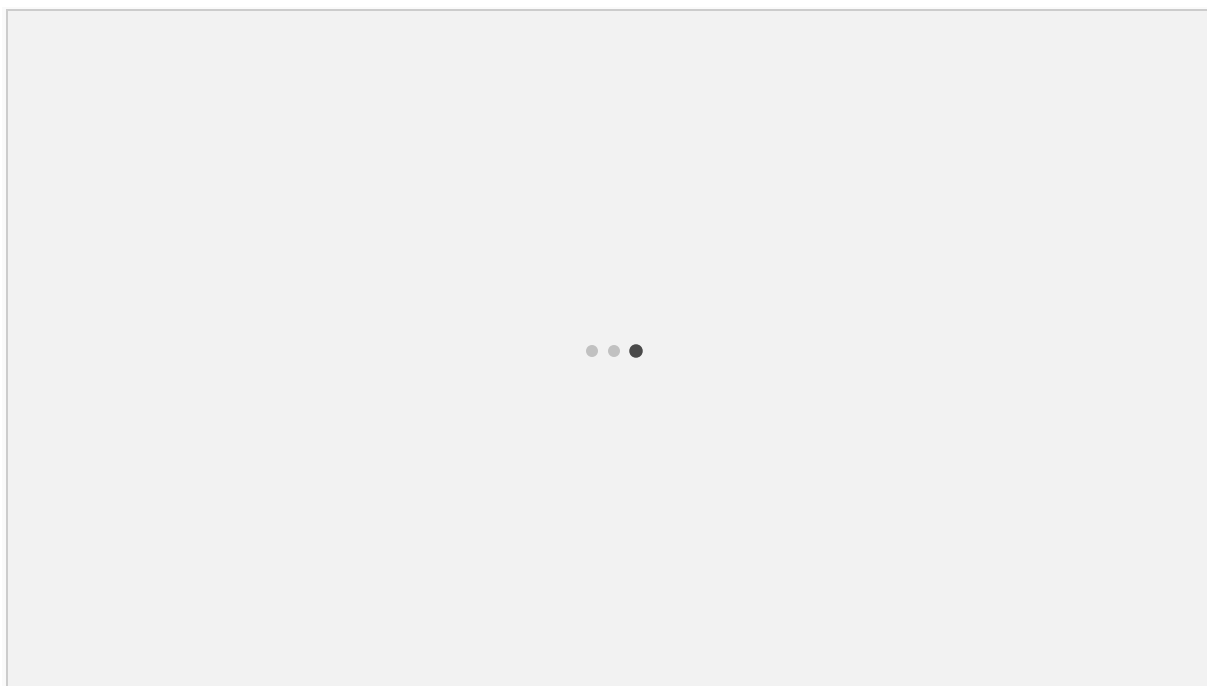


Bill the Owner

## The Reports



**Peter The Inventory Guy**



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### *Inventory > Inventory Reports*

**Inventory in Warehouse Report** - this report is most commonly used to quickly pull all current inventory levels for items. You can filter by item code, vendor, item group, location and/or warehouses.

*Note: make sure you toggle "Hide Items with No Quantity in Stock" otherwise the report will display all warehouses an item is available for even if quantities are zero.*

<http://support.orchestrated.com/hc/en-us/articles/206419018>

**Inventory Audit Report** – most commonly pulled via Item Master Data (right click option) to find out where specific items are deficient/where unexplained quantities came from. The report quickly displays all increases/decreases in inventory.

<http://support.orchestrated.com/hc/en-us/articles/207137357>

**Batch Transaction Report** – shows a list of batches for items. You can filter by item numbers, dates, batch numbers, warehouses, business partners or documents (e.g. Goods Receipt POs)

- Most useful for showing what batches you currently have in stock



<http://support.orchestrated.com/hc/en-us/articles/207127597>

*Inventory > Inventory Reports > Orchestrated Reports*

**Inventory Analysis Tool** - The Inventory Audit Report is great but this tool allows us to export all of the data to Excel and slice and dice as needed!

<https://support.orchestrated.com/hc/en-us/articles/115002309108>

**Available to Promise** - this is a great report to determine the specific reasons there are commitments or orders placed on an item. By drilling in, you're able to see the purchase orders, sales orders, and production orders which are causing the supply/demand changes.

<http://support.orchestrated.com/hc/en-us/articles/206430668>

**Future Inventory Status Analysis** – shows the supply and demand of inventory 3 weeks (21 days) in to the future to give user an idea of what they will need to order and when.

<http://support.orchestrated.com/hc/en-us/articles/207138237>

**Quick Raw Inventory Report** – Nicknamed “MRP Lite”, this report is used to give the user an idea of deficiencies that can be found in their supply and demand. Many clients find this useful in order to troubleshoot shortages or prevent them from happening.

Note: this does not generate recommendations or use forecasts like MRP, it only relies on existing data already in the system to show deficiencies.

<https://support.orchestrated.com/hc/en-us/articles/360002684374>



**Bruno The Brewmaster**



*Production > Production Reports*

**TTB Reporting** – The report every brewery is looking to run is found here under Production Reports. For more information on how to set up and run the report, see the two links below:



TTB Setup:

<http://support.orchestrated.com/hc/en-us/articles/206432748>

Run the report:

<http://support.orchestrated.com/hc/en-us/articles/206432758>

*Production > Production Reports > Orchestrated Reports*

**QC Reports** - we have a list of QC reports available that includes Packaging Volumes, Filtration by Batch, Fermentation, Brewing Data by Batch, Air Tet, Batch QC and QC Analysis Tools:

<http://support.orchestrated.com/hc/en-us/articles/220275387>

**Production Dashboard** – 4 page snapshot displaying multiple production KPIs and statistics across the production facility.

<https://support.orchestrated.com/hc/en-us/articles/223127727>

1. Shows daily production for brewing and packaging
2. Capacity Utilization
3. Raw material status – potential shortages vs on order; stock available for sales orders
4. Current production orders – past due, partially completed, scheduled today/tomorrow/after tomorrow

**Production Yield Summary** – Date range report that will show each brand and the quantity completed through each process step.

<http://support.orchestrated.com/hc/en-us/articles/207138727>

**Backtrace Batches** – to trace where batches are consumed throughout the database. Especially useful for product recalls.

<http://support.orchestrated.com/hc/en-us/articles/206420168>



**Sal the Sales Guy**



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*Orchestrated > Sales Reports:*





## Sales Analysis

This is an SAP (System) generated report with some very basic but powerful information for the end user. The report can be ran using one of three tabs: Customers, Items, and Sales Employees:

Customers report displays - Customer code/name, # open inv, invoice total, gross profit, GP%, Total \$ in open inv

Items report displays - Item no/desc, quantity, sales amt, gross profit, GP%

Employees report displays - Employee name, AR Inv, Total \$ A/R inv, Gross Profit, GP %, Total \$ open inv

*Orchestrated > Sales Reports > Orchestrated Sales Reports:*

## Open Order Available to Promise

Great report to help you prioritize your available inventory:

<https://support.orchestrated.com/hc/en-us/articles/115005102068>

## Item Sales Analysis (similar to above but in crystal reports)

Doc #, date, item name, qty in units/barrels, sale amt, cost amt, gross profit amt/%

<http://support.orchestrated.com/hc/en-us/articles/206430528>

## Regional Sales Summary - Units and \$ sold per BP by Country and State

<http://support.orchestrated.com/hc/en-us/articles/206430558>

**Sales by Brand & Measure** - Brand sales by date range with units, volume sold (in \$) and revenue/volume

<http://support.orchestrated.com/hc/en-us/articles/207138047>

**Taxable Shipment Details by State** - this report is most commonly used to gather the taxable shipment data for the state(s) our clients must pay excise taxes in.



<http://support.orchestrated.com/hc/en-us/articles/207137817>

### **Customer Sales Analysis**

Customer sort first, then by item group and qty, units and \$amt display. Also, % of total sales displays

<http://support.orchestrated.com/hc/en-us/articles/206430518>

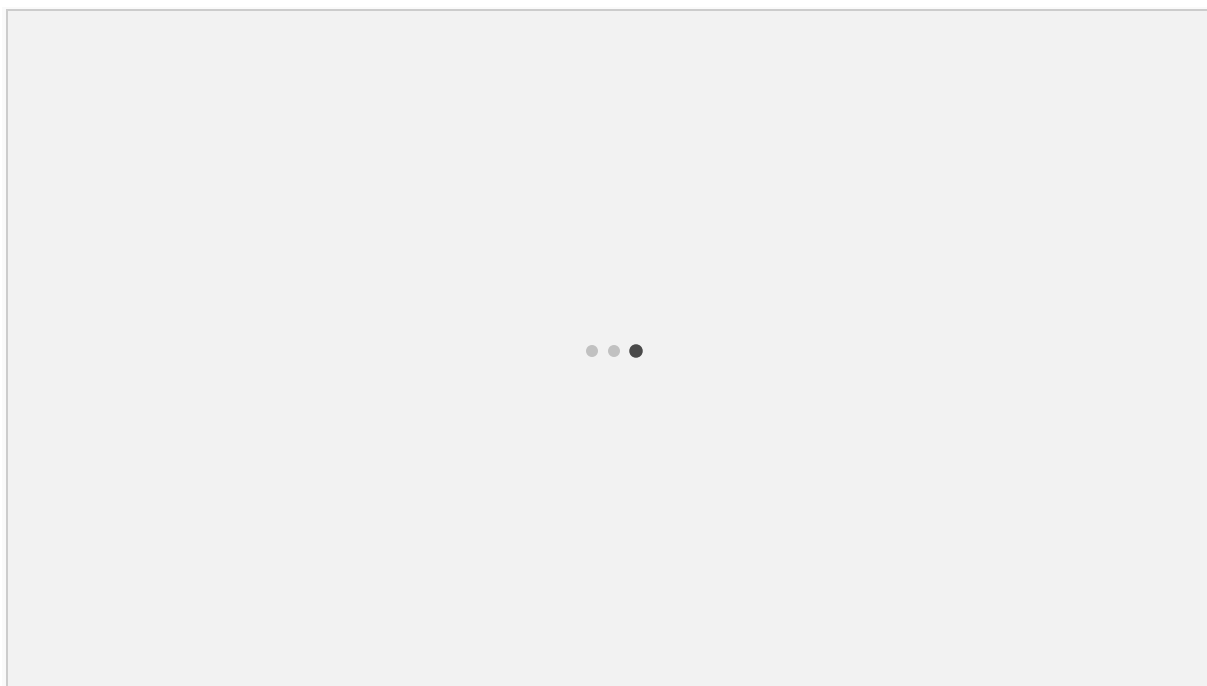
### **Sales Analysis Dashboard** - 6 page snapshot of sales

<http://support.orchestrated.com/hc/en-us/articles/207138037>

**Sales by Item Detail** - Displays volume, price and gross margin data by brand and customer per invoice.



**Penny the Accountant**



### Overview of Financial Reports:

<http://support.orchestrated.com/hc/en-us/sections/201128897>

The link above would be a great place to start to see links for more information about all of the most commonly used financial reports in Orchestrated. To give some more information about specific ones, read more below.

*Financials > Financial Reports > Accounting > Aging*

**Customer Receivables Aging** - Simple aging report showing you the outstanding A/R Invoices for customers. User can drill in to any invoice by clicking the gold arrow next to each invoice number. Easy to export to Excel by clicking the excel icon in the upper left corner.

**Vendor Liabilities Aging** - Simple aging report showing you the outstanding A/P Invoices for vendors. User can drill in to any invoice by clicking the gold arrow next to each invoice number. Easy to export to Excel by clicking the excel icon in the upper left corner.

*Financials > Financial Reports > Financial*



## **Balance Sheet**

## **Trial Balance**

## **Profit & Loss**

These are the financial reports produced by SAP and are easily exportable to Excel.

*Financials > Financial Reports > Orchestrated Reports*

## **Balance Sheet**

<https://support.orchestrated.com/hc/en-us/articles/206414708-Balance-Sheet>

## **Trial Balance**

<https://support.orchestrated.com/hc/en-us/articles/207123597-Trial-Balance>

## **Profit & Loss**

<https://support.orchestrated.com/hc/en-us/articles/207123557-Profit-Loss>

The Orchestrated versions of the Profit and Loss and Balance Sheet reports also include the ability to compare to budgets and prior year data.

**Statement of Cash Flows** - This report shows the net change in balance sheet accounts over a given date range divided into 3 standard sections; operations, investing and financing.

<http://support.orchestrated.com/hc/en-us/articles/206414868>

**WIP Variance GL Analysis Report** – Displays variances for all production orders in units and dollar amounts for selected items

<http://support.orchestrated.com/hc/en-us/articles/222763807>

*Financials > Financial Reports > Orchestrated Reports > Quick Reports*

**Quick Reports** – Quick Reports were created to mimic Quickbook Reports for customers most familiar with the layout/display offered by these reports. There are two types each of Balance Sheet,



Profit & Loss reports (standard and reports comparing to their budgets). There's also a Trial Balance and Working Trial Balance Quick Report as well as Statement of Cash Flows.



**Bill the Owner**

#### **Finance:**

All Financial Reports listed above would most likely be of interest, especially the "bread and butter" of financial statements: Balance Sheet, P & L, and Trial Balance.

Dashboards are also very common among owners in order to get a quick overview of their business operations:

**Production Dashboard** – 4 page snapshot displaying multiple production KPIs and statistics across the production facility.

<https://support.orchestrated.com/hc/en-us/articles/223127727->

**Sales Analysis Dashboard** - 6 page snapshot of sales

<http://support.orchestrated.com/hc/en-us/articles/207138037>



### **Financial Overview Dashboard -**

<http://support.orchestrated.com/hc/en-us/articles/207123507>

**WIP Variance GL Analysis Report** – Displays variances for all production orders in units and dollar amounts for selected items

<http://support.orchestrated.com/hc/en-us/articles/222763807>