



Sample Report

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Index Page

NO. 1

Receipt

5 – 7

- 1.1 Hold Receipt
- 1.2 Cash Sales Receipt
- 1.3 Cash Count Receipt

NO. 2

Summary

9 – 14

- 2.1 Daily Summary Report
- 2.2 Daily Collection Report
- 2.3 Daily Total Report
- 2.4 Payment Sales By Hour Report
- 2.5 Order Sales By Hour Report
- 2.6 Deposit Collection Report

Index Page

NO. 3

Detail

16 – 22

- 3.1 Daily Detail Report
- 3.2 Sales By Hour Detail Report
- 3.3 Refund Report
- 3.4 Top Sales Qty Analysis Report
- 3.5 Top Sales Analysis Report
- 3.6 Daily Sales Document – Sales Person Report
- 3.7 Daily Sales Item Sales Person Report

NO. 4

Document

24

- 3.1 Time Attendance Report

1.0 Sample Receipt

1.1 Hold Receipt

1.2 Cash Sales Receipt

1.3 Cash Count

1.1 Hold Receipt

**** THIS IS NOT A RECEIPT ****

AGILE COFFEE SHOP

4A, JALAN MAJU

TAMAN MAJU

BATU PAHAT, JOHOR

Office : 07-433 7670 / Mobile : 016- 778 8628

Website :

<https://www.agilemsc.com>

<https://store.agile.my>

<https://www.agile.my>

<https://www.agile.com.my>

Table: **Check#: 02H-1000003**

Pax(S) : 0 Server : AFIQAH

Date : 15/07/2021 3:43:35 PM

Cashier : AFIQAH

Description	Qty	Price	Amount
1 CARROT CAKE	15	11.90	178.50
Total Sales Exclude Tax:			178.50
Total Tax @0.00:			0.00
Service Charge:			0.00
Total Sales Inclusive Tax:			178.50
Round Amt:			0.00
TOTAL:			178.50

1.2 Cash Sales Receipt

AGILE COFFEE SHOP

4A, JALAN MAJU

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CASH SALES

Cash Sales: 02-1000005

Table:

Server : AFIQAH

Pax(S) : 0

Date : 15/07/2021 3:39:13 PM

Cashier : AFIQAH

Description	Qty	Price	Amount
1 NASI LEMAK DAUN PISANG	50	2.00	100.00
2 ICED LEMON TEA	50	7.90	395.00

Total Sales Exclude Tax: 495.00

Total Tax @0%: 0.00

Service Charge: 0.00

Total Sales Inclusive Tax: 495.00

Round Amt: 0.00

TOTAL: 495.00

CASH : 95.00

MASTER : 400.00

12345678 11

****Thank You.****

Please Come Again.

1.3 Cash Count

AGILE COFFEE SHOP

*** CASH COUNT ***

Date : 19/07/2021
Time : 2:03:28 PM Cashier : 123
Terminal : 01 Doc No. : 01-1000006

Remarks : Terminal Closed

Denomination	Qty	Amount
100	49	4900.00
50	70	3500.00
20	0	0.00
10	97	970.00
5	99	495.00
1	98	98.00
0.50	9	4.50
0.20	9	1.80
0.10	10	1.00
0.05	10	0.50
AMEX	0	0.00
INCard Points	0	0.00
INCard Prepaid	0	0.00
MASTER	1,997	1996.90
VISA	0	0.00

Total Count : 11,967.70

Cash Out : 0.00

Less :

Cash In :	0.00
Opening :	0.00
Bank Charges - Cash :	0.00
Bank Charges - Card :	0.00
Total Sales :	7,528.48
- Previous Deposit :	0.00
Deposit :	4,439.20
Round Cent Adj :	0.02
Over/(Short) :	0.00

2.0 Summary Report

2.1 Daily Summary Report

2.2 Daily Collection Report

2.3 Daily Total Report

2.4 Payment Sales By Hour Report

2.5 Order Sales By Hour Report

2.6 Deposit Collection Report

2.1

Daily Summary Report

AGILE COFFEE SHOP			AGILE COFFEE SHOP					AGILE COFFEE SHOP				
*** DAILY SUMMARY REPORT ***			*** SALES SUMMARY LISTING ***					*** HOLD SALES SUMMARY LISTING ***				
FROM: 15/07/2021			FROM: 15/07/2021					FROM: 15/07/2021				
TO: 15/07/2021			TO: 15/07/2021					TO: 15/07/2021				
Terminal : 02			Terminal : 02					Terminal : 02				
[SALES SUMMARY]			Cashier : AFIQAH 15/07/21					Cashier : AFIQAH 15/07/21				
GROSS SALES 1,218.60			Doc No.	Sales Amount	Tax S/Chg	Adj/ Disc	Net Amount	Doc No.	Sales Amount	GST S/Chg	Adj/ Disc	Net Amount
-DISCOUNT			1. 02-1000001	17.80			17.80	02H-1000002	356.00			356.00
SERVICE CHARGE			2. 02-1000002	91.00			91.00	02H-1000003	178.50			178.50
GST			3. 02-1000003	19.80			19.80	02H-1000004	88.50			88.50
NETT DAY SALES 1,218.60			4. 02-1000004	595.00			595.00	02H-1000005	595.00			595.00
DIFFERENT : 0.00			5. 02-1000005	495.00			495.00					
ROUNDED TOTAL 1,218.60												
DEPOSIT 0.00			Total : 1,218.60					Total : 1,218.00				
- PREVIOUS DEP. 0.00			AFIQA					AFIQA 0				
COLLECTION												
SALES & DEPOSIT 1,218.60								Grand Total 1,218.00				
COLLECTION								1,218.00				
								0				
[PAYMENT SUMMARY]												
4 CASH 727.60												
2 MASTER 491.00												
6 1,218.60												
[Item Sales Details - By Categ												
[LOCAL DELIGHTS]												
NASI LEMAK DAUN PISANG 50 100.00												
50 100.00												
[NA]												
CARROT CAKE 1 11.90												
COFFEE 5 29.50												
ICED LEMON TEA 52 410.80												
RED VELVET CAKE 56 666.40												
114 1118.60												
TOTAL: 164 1218.60												

2.2 Daily Collection Report

AGILE COFFEE SHOP					AGILE COFFEE SHOP	
*** Daily Collection Detail ***					*** Daily Collection Summary ***	
Date From : 12/07/2021					Date From : 12/07/2021	
Date To : 12/07/2021					Date To : 12/07/2021	
Terminal : 01					[Sales Collection]	
Cashier : AFIQAH					CASH	2594.90
12/07/21					[Sales Collection]	
					MASTER	537.90
					Total Sales Collection	3132.80
					[Deposit Collection]	
					Cash	50.00
					Card	0.00
					Other	0.00
					Total Deposit Collection	50.00
					Cash In	0
					Cash Out	0
					Total Collection	3182.80
Bill No.	Cash	Card	Others	Total		
Cash Sales Collection						
01-1000027	500.00	537.90		1,037.90		
01-1000028	258.90			258.90		
01-1000029	1,836.00			1,836.00		
	2,594.90	537.90		3,132.80		
Total :	2,594.90	537.90		3,132.80		
AFIQAH						
Total : 01	2,594.90	537.90		3,132.80		
Deposit Collection	(Deposit)					
Bill No	Cash	Card	Others	Total		
01H-100000E	50.00			50.00		
	50.00			50.00		
Total Deposit:	50.00			50.00		
Total Collection:	2,644.90	537.90		3,182.80		

2.3 Daily Total Report

AGILE COFFEE SHOP Daily Sales Total Date From : 09/07/2021 Date To : 09/07/2021 Terminal : 01 Counter : HQ					AGILE COFFEE SHOP Daily Sales Total Date From : 09/07/2021 Date To : 09/07/2021 Terminal : 01 Counter : HQ	
Date	Sales Amount	GST	Adj	Net Amount	Debit	Credit
09/07/21	4,395.68		0.02	4,395.70		
Total	4,395.68		0.02	4,395.70		
Daily Collection Summary Date From : 09/07/2021 Date To : 09/07/2021 [Sales Collection] CASH 1,936.70 [Sales Collection] MASTER 1,459.00 Total Sales Collection 3,395.70					09/07/21 Sales_SR 4,395.68 Sales_ZR 0.00 Service Charge 0.00 GST_SR 0.00 Rounding 0.02 Deposit 0.00 Deposit Hold 4,389.20 Cash 7,325.90 Card 1,459.00 Other 0.00	
[Deposit Collection] Cash 5,389.20 Card 0.00 Other 0.00 Total Deposit Collection 5,389.20 Cash Out 0.00 Cash In 0.00 Total Collection 8,784.90					Total 8,784.90 8,784.90	

2.4 Payment Sales By Hour Report

AGILE COFFEE SHOP				
*** DAILY SALES BY PAYMENT HOUR ***				
Date From : 09/07/2021 12:00:00 AM				
Date To : 12/07/2021 12:00:00 AM				
Time	Sales Amount	Tax/ SChg	Adj Disc	Net Sales
12:00am	1,836.00			1,836.00
09:00am	473.49		0.01	473.50
10:00am	1,199.00			1,199.00
11:00am	1,866.99		0.01	1,867.00
03:00pm	856.20			856.20
11:00pm	1,296.80			1,296.80
	7,528.48		0.02	7,528.50

2.5 Order Sales By Hour Report

AGILE COFFEE SHOP				
*** DAILY SALES BY ORDER HOUR ***				
Date From : 09/07/2021 12:00:00 AM				
Date To : 12/07/2021 12:00:00 AM				
Time	Sales Amount	Tax/ SChg	Adj Disc	Net Sales
11:00am	20.00			20.00
03:00pm	1,133.80			1,133.80
04:00pm	7,897.21		-0.01	7,897.20
	9,051.01		-0.01	9,051.00

2.6 Deposit Collection Report

AGILE COFFEE SHOP

*** Deposit Collection Listing ***

Date From : 09/07/2021

Date End : 12/07/2021

Deposit

Bill No	Doc Date	Cust Name		Cashier	Total
		Card	Other		
01-1000024	09/07/2021	CASH	AFIQAH		
	1,000.00				1,000.00
01H-1000006	09/07/2021	CASH	LINDA		
	3,000.00				3,000.00
01H-1000004	09/07/2021	CASH	LINDA		
	866.90				866.90
01H-1000008	12/07/2021	CASH	AFIQAH		
	50.00				50.00
01H-1000005	09/07/2021	CASH	LINDA		
	522.30				522.30
Total :					5,439.20
Grand Total :					5,439.20

3.0

Detail

Report

3.1 Daily Detail Report

3.2 Sales By Hour Detail Report

3.3 Refund Report

3.4 Top Sales Qty Analysis Report

3.5 Top Sales Analysis Report

3.6 Daily Sales Document – Sales Person
Report

3.7 Daily Sales Item Sales Person Report

3.1

Daily

Detail

Report

AGILE COFFEE SHOP

*** Daily Sales Detail - By Terminal ***

Sort By Date

Date From : 08/07/2021

Date To : 13/07/2021

01

Date	Qty	Net Amount
08/07/2021	169	930.25
09/07/2021	160	4,395.68
12/07/2021	40	1,296.80
13/07/2021	20	1,836.00
	389	8,458.73
Total Sales :	389	8,458.73

AGILE COFFEE SHOP

*** Refund Bill ***

Sort By Date

Date From : 08/07/2021

Date To : 13/07/2021

Terminal : 01

Date	Qty Rtn	Item Disc	Net Amount
08/07/2021 - (Refund - 01- 1000010)	-28.00		-615.78
Total Date	-28.00		-615.78

Total Terminal	-28.00	-615.78
Total Tax		0.00
Total Service Charge		0.00
Total Bill Discount		0.00
Total Round Sen Adj		-0.02
Grand Total		-615.80

3.2

Sales By

Hour

Detail

Report

AGILE COFFEE SHOP

*** Hourly Sales Detail - By Terminal ***

Sort By Date

Date From : 09/07/2021

Date To : 09/07/2021

01

09/07/2021

Time	Qty	Item Disc	Sales
09:00am	8.00		473.49
10:00am	100.00		1,199.00
11:00am	23.00		1,866.99
03:00pm	29.00		856.20

Total 09/07/2021	160.00		4,395.68
------------------	--------	--	----------

Total Tax			0.00
-----------	--	--	------

Total Service Charge			0.00
----------------------	--	--	------

Total Bill Discount			0.00
---------------------	--	--	------

Total Round Sen Adj			0.02
---------------------	--	--	------

Grand Total 09/07/2021			4,395.70
------------------------	--	--	----------

Total 01	160.00		4,395.68
----------	--------	--	----------

Total Tax			0.00
-----------	--	--	------

Total Service Charge			0.00
----------------------	--	--	------

Total Bill Discount			0.00
---------------------	--	--	------

Total Round Sen Adj			0.02
---------------------	--	--	------

Grand Total 01			4,395.70
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3.3 Refund Report

AGILE COFFEE SHOP

Date From : 19/07/2021

Date To : 19/07/2021

Title : REFUND/ NEGATIVE ITEM

Chk#: 02-1000008 / 19/07/2021 1:28:08 PM		
By Staff#: 123		
BUTTER OR JAM WAFFLE	-1	-4.90
Chk#: 02-1000008 / 19/07/2021 1:28:08 PM		
By Staff#: 123		
SPICY TUNA SANDWICH	-1	-8.90
Chk#: 02-1000008 / 19/07/2021 1:28:08 PM		
By Staff#: 123		
ICED PEACH TEA	-1	-7.90
Chk#: 02-1000008 / 19/07/2021 1:28:08 PM		
By Staff#: 123		
CHICKEN MUSHROOM PIE	-1	-8.90
Chk#: 02-1000007 / 19/07/2021 1:27:50 PM		
By Staff#: 123		
ICED LEMON TEA	-50	-395.00
Chk#: 02-1000007 / 19/07/2021 1:27:50 PM		
By Staff#: 123		
NASI LEMAK DAUN PISANG	-50	-100.00
Chk#: 02-1000008 / 19/07/2021 1:28:08 PM		
By Staff#: 123		
BUTTER OR JAM WAFFLE	-1	-4.90
Chk#: 02-1000008 / 19/07/2021 1:28:08 PM		
By Staff#: 123		
BLACK PEPPER CHICKEN PIE	-2	-17.80
Total :	-107	-548.30

3.4 Top Sales Qty Analysis Report

AGILE COFFEE SHOP

Date From : 12/07/2021
Date To : 19/07/2021
Time From : 12:00 AM
Time To : 12:00 AM

Top Quantity Analysis Summary

Category : NA

StockCode	Description	Qty
BUTTER JAM	BUTTER OR JAM WAFFLE	0
BLACK PEPPER CHI	BLACK PEPPER CHICKEN PIE	0
ICED PEACH	ICED PEACH TEA	0
SPICY TUNA	SPICY TUNA SANDWICH	0
NASI	NASI LEMAK DAUN PISANG	0
COFFEE	COFFEE	5
RED VELVET	RED VELVET CAKE	56
ICED LEMON TEA	ICED LEMON TEA	2
CHICKEN MUSHROOM	CHICKEN MUSHROOM PIE	0
CARROT CAKE	CARROT CAKE	1
Sub Total Qty :		64
Total Qty :		64

3.5 Top Sales Analysis Report

AGILE COFFEE SHOP

Date From : 14/07/2021
Date To : 19/07/2021
Time From : 12:00 AM
Time To : 12:00 AM

Top Sales Analysis Summary

Category : NA

StockCode	Description	Amount
CHICKEN MUSHROOM	CHICKEN MUSHROOM PIE	0.00
NASI	NASI LEMAK DAUN PISANG	0.00
BLACK PEPPER CHI	BLACK PEPPER CHICKEN PIE	0.00
SPICY TUNA	SPICY TUNA SANDWICH	0.00
BUTTER JAM	BUTTER OR JAM WAFFLE	0.00
RED VELVET	RED VELVET CAKE	666.40
CARROT CAKE	CARROT CAKE	1,023.40
COFFEE	COFFEE	236.00
ICED PEACH	ICED PEACH TEA	0.00
ICED LEMON TEA	ICED LEMON TEA	15.80
Sub Total Amount :		1,941.60
Total Amount :		1,941.60

3.6 Daily Sales Document – Sales Person Report

AGILE COFFEE SHOP

Daily Sales Summary By SalesPerson

Sales Person : AFIQAH

Doc. No.	Date	Sales Amount
01-1000024	09/07/2021	1,836.00
01-1000023	09/07/2021	30.99
01H-1000002	09/07/2021	20.00
01H-1000008	12/07/2021	93.30
01-1000022	09/07/2021	1,199.00
01H-1000009	12/07/2021	1,040.50
01-1000020	09/07/2021	14.49
01-1000021	09/07/2021	459.00
Comm Rate :	0.00	
Comm Amt :	0.00	4,693.28

Sales Person : LINDA

Doc. No.	Date	Sales Amount
01H-1000005	09/07/2021	1,022.31
01-1000015	08/07/2021	91.80
01H-1000006	09/07/2021	4,590.00
01-1000025	09/07/2021	30.00
01-1000019	08/07/2021	91.80
01H-1000004	09/07/2021	1,366.90
01-1000026	09/07/2021	826.20
Comm Rate :	0.00	
Comm Amt :	0.00	8,019.01

3.7 Daily Sales Item Sales Person Report

AGILE COFFEE SHOP

*** Daily Sales Detail by SalesPerson ***

Sales Person : NA

Stock ID	Uom	Qty	Price	Total
Doc No : 02-1000001				
COFFEE	PCS	1	5.90	5.90
CARROT CAKE	PCS	1	11.90	11.90
Doc No : 02-1000002				
ICED LEMON TEA	PCS	1	7.90	7.90
COFFEE	PCS	4	5.90	23.60
RED VELVET	PCS	5	11.90	59.50
Doc No : 02-1000003				
ICED LEMON TEA	PCS	1	7.90	7.90
RED VELVET	PCS	1	11.90	11.90
Doc No : 02-1000004				
RED VELVET	PCS	50	11.90	595.00
Doc No : 02-1000005				
ICED LEMON TEA	PCS	50	7.90	395.00
NASI	PCS	50	2.00	100.00
Doc No : 02H-1000002				
COFFEE	PCS	20	5.90	118.00
CARROT CAKE	PCS	20	11.90	238.00
Doc No : 02H-1000003				
CARROT CAKE	PCS	15	11.90	178.50
Doc No : 02H-1000004				
COFFEE	PCS	15	5.90	88.50
Doc No : 02H-1000005				
CARROT CAKE	PCS	50	11.90	595.00
Comm Rate : 0.00			Total :	2,438.60
Comm Amt : 0.0000				

Grand Total : 2,438.60

4.0

Document Report

4.1 Time Attendance Report

4.1 Time Attendance Report

AGILE COFFEE SHOP

*** Time Attendance Report ***

User Code : 123

Name : 123

Date	Day	Time In	Time Out
11/07/2021	Sunday	1:13:30 AM	1:16:16 AM
		9:00:20 AM	11:49:35 AM
12/07/2021	Monday	11:49:50 AM	11:50:16 AM

User Code : 456

Name : AFIQAH

Date	Day	Time In	Time Out
11/07/2021	Sunday	1:12:58 AM	1:14:01 AM
		1:14:17 AM	11:50:28 AM
12/07/2021	Monday	11:51:00 AM	11:52:07 AM

User Code : 789

Name : LINDA

Date	Day	Time In	Time Out
11/07/2021	Sunday	1:12:30 AM	11:52:14 AM
12/07/2021	Monday	11:52:59 AM	11:53:52 AM



Contact Us



Phone Number

O : 07-433 7670

M : 016-778 8628 / 019-774 7670



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