Sage 50 Intelligence Reporting

Standard reports

Get 18 ready-to-use reports that give you immediate insight into and across your business. Delivered in the familiar environment of Microsoft® Excel®, the reports are fully customizable, and flexible with drill-down capabilities. You can access them at any time or have them delivered, real-time, from your Sage 50 Accounting—Canadian Edition software to Microsoft Excel, in the format of your choice.

Report name	Description	Business benefits
Company dashboard	A one-page textual and graphical summary of key business information featuring: • Financial analysis • Top product • Customer sales analyzed by sales person and category • Comparative profit and loss figures for the current month and year-to-date (YTD) The report also features Top N reporting for: • Customers • Items • Expenses Some features of this report include: • Easy drill down to gain further insights into the data • Automatically generated at the click of a button • Can be scheduled, published to the web, shared via email • Customizable	The Company Dashboard offers the following benefits: • A real-time overview of the overall health of your business at a glance. • Delivers critical information in one location to help business owners make better, faster, and smarter decisions for a significant competitive advantage. • Makes critical information readily available, improving collaboration and productivity. • Access to real-time business information, across multiple companies, divisions, and databases, to improve business decisions.

Report name	Description	Business benefits
Inventory analysis	Provides the following inventory information: • Item cost over a given date range or location • Item quantity information over a given date range or location • Item description details Flexibility: • Filter by item number • Filter by location • Filter by user preference • Add additional elements to the PivotTable for further analysis	The Inventory Analysis report provides the following benefits: • Real-time information about your inventory to help you better manage your inventory levels. • Ability to group and compare data to enable analysis that is appropriate for your specific company's requirements. • Business owners can forecast consumption of goods and better manage their supply chain.
Projects report	**The Projects Report is a PivotTable report with both summary and detail views of project revenues and expenses.** The summary view lists: • Project start and finish dates • Project status • Revenue totals • Expense totals • Net Income • Allocated hours • Comparisons to projected budget The detail view provides an income statement with actual versus budget comparisons for multiple years, grouped by project.	The Projects Report offers the following benefits: • The PivotTable allows you to easily drag and drop a variety of different data fields onto the report-enabling you to quickly analyze project data from multiple angles. • The ability to create a customized PivotTable using the many data fields available within the report enables you to generate reports and gather information that is pertinent to your business and your needs. • Easy side-by-side comparison of projects allows for meaningful analysis of project revenues and costs.

Sales reports

The sales reports display pertinent sales information in both detail and summary views, with the option to group data based on your unique requirements.

Report name	Description	Business benefits
Sales analysis	The Sales Analysis report displays the following information: • Item sales quantities • Costs • Gross profits by customer • Gross profits by product	The Sales Analysis report offers the following benefits: • Easy comparison of sales data such as sales by region or sales performance by sales representative. This enables an in-depth analysis of your company's sales performance and the ability to make fast business-critical decisions based on real-time, accurate data. • The PivotTable allows you to easily drag and drop a variety of different data fields onto the report, for further manipulation and analysis. • The customized reports and views can be saved for re-use, saving time and money.
Top 10	The Top 10 report graphically or textually displays the top 10 customers and products in descending order of sales amount, with the option of a date range.	The Top 10 report offers the following benefits: • Easy comparison of sales data such as sales by region or sales performance by sales representative. This enables an in-depth analysis of your company's sales performance and the ability to make fast business-critical decisions based on real-time, accurate data. • The graphical depiction of the top 10 customers and products by date range, enables you to easily see who buys and what sells during a specific time period—helping you to better manage sales pipelines and inventory levels. • The PivotTable allows you to easily drag and drop a variety of different data fields onto the report, for further manipulation and analysis. • The customized reports and views can be saved for re-use, saving time and money.

Financials reports

The financials reports are critical to businesses. They not only provide a thorough detailed or summarized look at the financial state of your business, but are necessary for governmental, compliance, banking, and investment purposes.

Report name	Description	Business benefits
Income statement— current month & YTD	Displays balances per General Ledger (GL) account number per financial period for the current financial year, previous year and current budget year.	The Income Statement reports offer the following benefits: • Since the financial information is in one centralized location, you can quickly ascertain the financial health of your company.
Income statement— comparative financial report–actual vs. budget	Displays balances per GL account number per financial period for the current financial year by quarter, displaying actual, budget, variance %.	• Layouts are automatically grouped and subtotalled by financial category, allowing for real-time analysis of expenses and revenues, without the need for time-consuming data manipulation.
Income statement— comparative financial report–actual vs. prior	Displays balances per GL account number per financial period for the current and prior financial year by month.	• Easy comparison of actual income and expenses to budgeted figures or prior year's figures, by month, quarter or YTD. • Accountants can easily prepare customized or standard financial statements for government compliance or bank loans.

Income statement— comparative financial report–actual vs. budget vs. prior	Displays balances per GL account number per financial period for the current financial year actual, budget and prior financial year by month.	• Provides flexibility by offering different views of the data. You can:
		    • Insert rows and columns
		    • Add custom formulas
		    • Customize account groupings
		    • Format layouts

Income statement— monthly, quarterly and YTD financial report	Displays balances per GL account number per financial period for the current financial year by month and quarter including YTD.	These customizations can be preserved in that format for future use, saving time and money. • You can easily drill-down on GL transactions to quickly access details and understand the basis of those figures. • All of these reports can be scheduled and easily shared via the web or email. This not only increases the sharing of real-time business information, but encourages collaboration.

Report name	Description	Business benefits
Balance sheet—current & prior year	Displays balances per GL account number per financial period for the current financial year, previous financial year and variance %.	The Balance Sheet reports offer the following benefits:
Balance sheet—comparative financial report–actual vs. prior	Displays balances per GL account number per financial period for the current and prior financial year by month.	
Balance sheet—monthly, quarterly and YTD financial report	Displays balances per GL account number per financial period for the current financial year by month and quarter including YTD.	

The Balance Sheet reports offer the following benefits:

- Layouts are automatically grouped and subtotalled by financial category, providing a snapshot of your company's assets, liabilities, and shareholders' equity at the end of the reporting period, without the need for time-consuming data manipulation.

- Provides flexibility by offering different views of the data. You can:
  - Insert rows and columns
  - Add custom formulas
  - Customize account groupings
  - Format layouts

These customizations can be preserved in that format for future use, saving time and money.

- Easy comparison of actual GL balances to budgeted figures or prior year's figures, by month, quarter or YTD.

- You can easily drill-down on GL transactions to quickly access details and understand the basis of those figures.

- All of these reports can be scheduled and easily shared via the web or email. This not only increases the sharing of real-time business information, but encourages collaboration.

Payroll reports

Payroll detail and summary reports[1] provide a powerful analysis of payroll information previously unseen within Sage 50. The additional payroll data fields provided with this report can be used to customize reports and gather information according to your needs.

Report name	Description	Business benefits
Detailed employee hours and wages by job category	**This report provides a summary and detail view of employee hours and wages per job category by income type.** The summary report provides a textual and graphical view of the following, up to the selected pay period: • Total hours • Total Wages • Average hourly rate The detail view provides a breakdown of the hours and wages values by income type up to the selected pay period.	This report displays the employee hours and wages categorized by job category in a selected period so that you can easily ascertain how the labour costs are distributed by job categories.
Summarized employee hours and wages by job category	**This report provides a summary and detail view of employee hours and wages per job category by income type.** The summary report provides a textual and graphical view of the following, up to the selected pay period: • Total hours • Total Wages • Average hourly rate	This report displays the employee hours and wages categorized by job category in a selected period so that you can easily ascertain how the labour costs are distributed by job categories.

1 Important note: All access to any payroll functionality requires, at minimum, a Sage Business Care Gold or Payroll subscription.

Report name	Description	Business benefits
Employee wages by departments	This report provides a summary view of employee wages allocated by departments. The summary view provides a textual and graphical view of the following totals, by departments, up to the selected pay period: • Total Payroll Costs	This report allows you to quickly observe how payroll costs are allocated amongst various departments and understand their cost structure.
Employee hours and wages by project	This report provides a summary view of employee hours and wages allocated by projects. The summary report provides a textual and graphical view of the following, allocated by projects, up to the selected pay period: • Total hours • Total payroll costs	This report demonstrates how employee hours and wages are allocated by projects in a selected period so you can easily see the labour costs associated with each project, allowing for easy comparison.
Financial report designer	This report provides predefined layouts for the easy generation of customized income statements and balance sheets. • Timesaving • Ease of use • Flexible	This report generates a Report Designer enabled workbook with raw financial data and enables use of the unique Report Designer interface launched from within Microsoft Excel; this can then be used to transform the raw financial data into powerful report layouts.

For more information, please visit: www.Sage50Accounting.ca/Intelligence or call a Account Manager at 1-888-261-9610.

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