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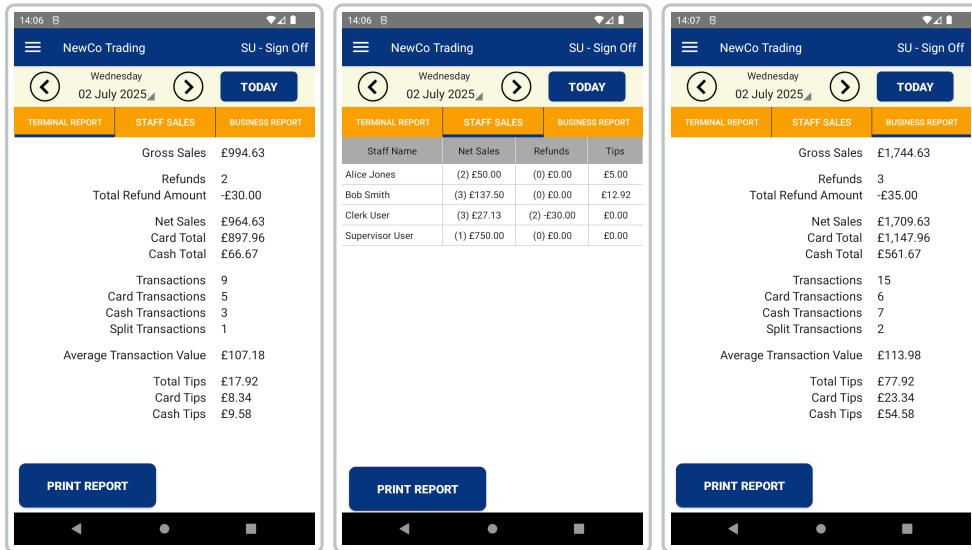
 Reports

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The Reports screen provides access to key sales reports:

- **Terminal Report** – Daily totals for this device
- **Staff Sales Report** – Totals broken down by staff
- **Business Report** – Combined totals for all devices (multi-terminal businesses)

Use the date controls at the top to view reports for different days.



The screenshots show the following data:

Terminal Report (Left):

Wednesday 02 July 2025		TODAY
TERMINAL REPORT	STAFF SALES	BUSINESS REPORT
Gross Sales £994.63		
Refunds 2		
Total Refund Amount -£30.00		
Net Sales £964.63		
Card Total £897.96		
Cash Total £66.67		
Transactions 9		
Card Transactions 5		
Cash Transactions 3		
Split Transactions 1		
Average Transaction Value £107.18		
Total Tips £17.92		
Card Tips £8.34		
Cash Tips £9.58		

Staff Sales Report (Middle):

Staff Name	Net Sales	Refunds	Tips
Alice Jones	(2) £50.00	(0) £0.00	£5.00
Bob Smith	(3) £137.50	(0) £0.00	£12.92
Clerk User	(3) £27.13	(2) £30.00	£0.00
Supervisor User	(1) £750.00	(0) £0.00	£0.00

Business Report (Right):

Wednesday 02 July 2025		TODAY
TERMINAL REPORT	STAFF SALES	BUSINESS REPORT
Gross Sales £1,744.63		
Refunds 3		
Total Refund Amount -£35.00		
Net Sales £1,709.63		
Card Total £1,147.96		
Cash Total £561.67		
Transactions 15		
Card Transactions 6		
Cash Transactions 7		
Split Transactions 2		
Average Transaction Value £113.98		
Total Tips £77.92		
Card Tips £23.34		
Cash Tips £54.58		

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 Learn more:

- [More on available reports](#)