

? What do all the values mean in the Reports?

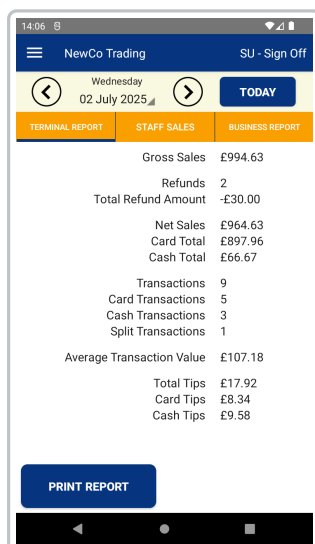
Last Modified on 04/07/2025 4:36 pm BST

Below is a comprehensive explanation of the values and fields used in the various reports across the device and Web Portal:

Device Report - Terminal Report

Daily sales totals for the device you are using:

Report Field	Description
Gross Sales	Total sales revenue before refunds
Refunds	Number of refund transactions
Total Refund Amount	Total value of refunds
Net Sales	Gross Sales minus Total Refund Amount
Card Total	Total value of card sales
Cash Total	Total value of cash sales
Transactions	Total number of transactions
Card Transactions	Number of card sales
Cash Transactions	Number of cash sales
Split Tender Transactions	Number of split payment transactions
Average Transaction Value	Net Sales divided by Transactions
Tips	Total value of all tips
Cash Tips	Value of tips received in cash
Card Tips	Value of tips received via card



NewCo Trading		SU - Sign Off
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	
PRINT REPORT		

Device Report - Staff Sales

Daily sales totals for the device you are using split by staff member:

Report Field	Description
Staff Name	Name of the staff member

Report Field	Description
Net Sales	Net sales total (with count) per staff member
Refunds	Number of refunds (with total amount) by staff member
Tips	Total tips received by staff member

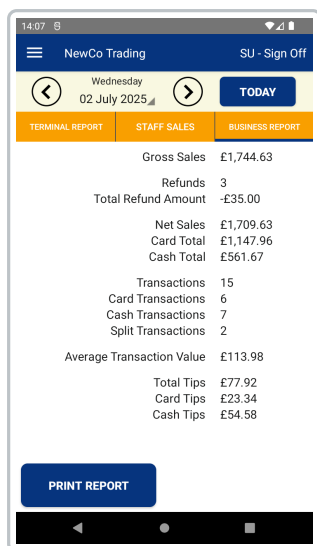
NewCo Trading		SU - Sign Off	
Wednesday 02 July 2025			
TERMINAL REPORT		STAFF SALES	
Staff Name	Net Sales	Refunds	Tips
Alice Jones	(2) £50.00	(0) £0.00	£5.00
Bob Smith	(3) £137.50	(0) £0.00	£12.92
Clerk User	(3) £27.13	(2) £30.00	£0.00
Supervisor User	(1) £750.00	(0) £0.00	£0.00

PRINT REPORT

Device Report - Business Report

Daily sales totals for the whole business (for customers with multiple devices):

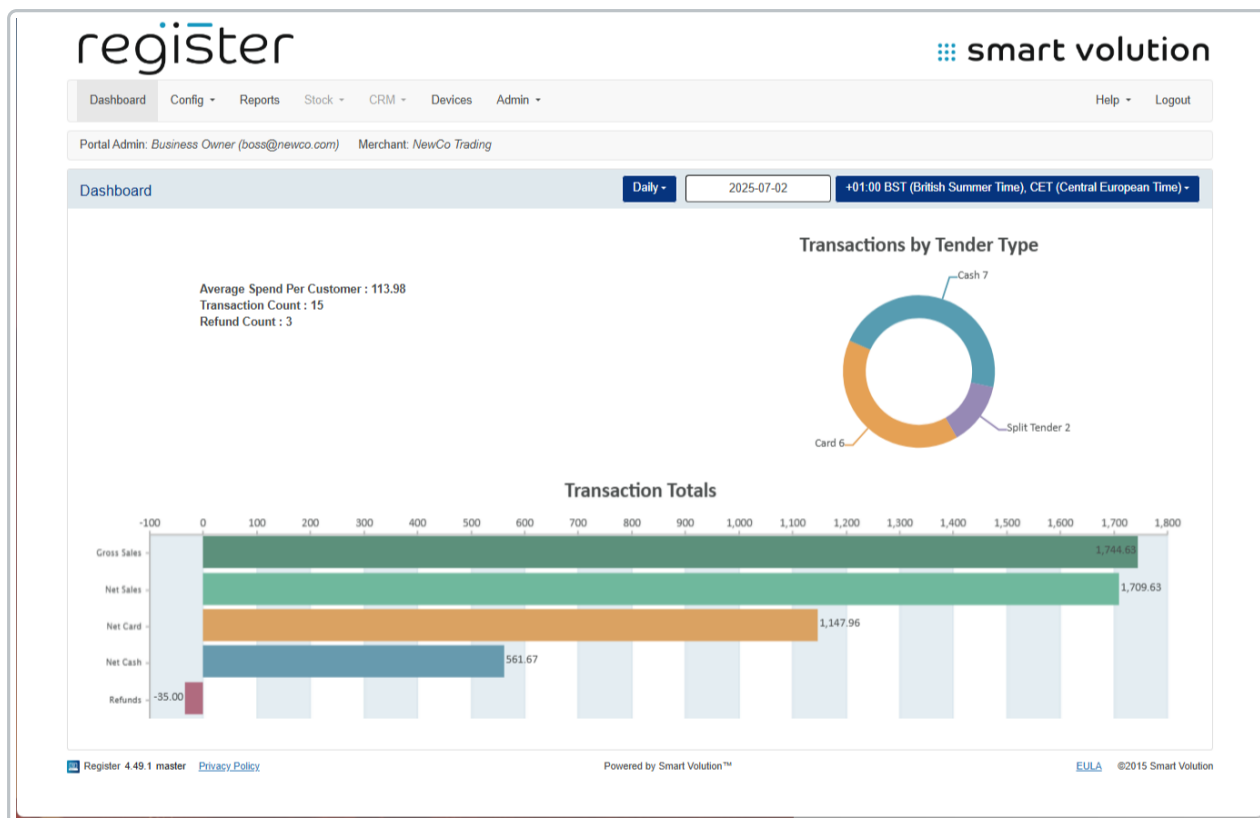
Report Field	Description
Gross Sales	Total sales revenue before refunds
Refunds	Number of refund transactions
Total Refund Amount	Total value of refunds
Net Sales	Gross Sales minus Total Refund Amount
Card Total	Total value of card sales
Cash Total	Total value of cash sales
Transactions	Total number of transactions
Card Transactions	Number of card sales
Cash Transactions	Number of cash sales
Split Tender Transactions	Number of split payment transactions
Average Transaction Value	Net Sales divided by Transactions
Tips	Total value of all tips
Cash Tips	Value of tips received in cash
Card Tips	Value of tips received via card



Web Portal - Dashboard

Details the sales totals for all your devices for the current day:

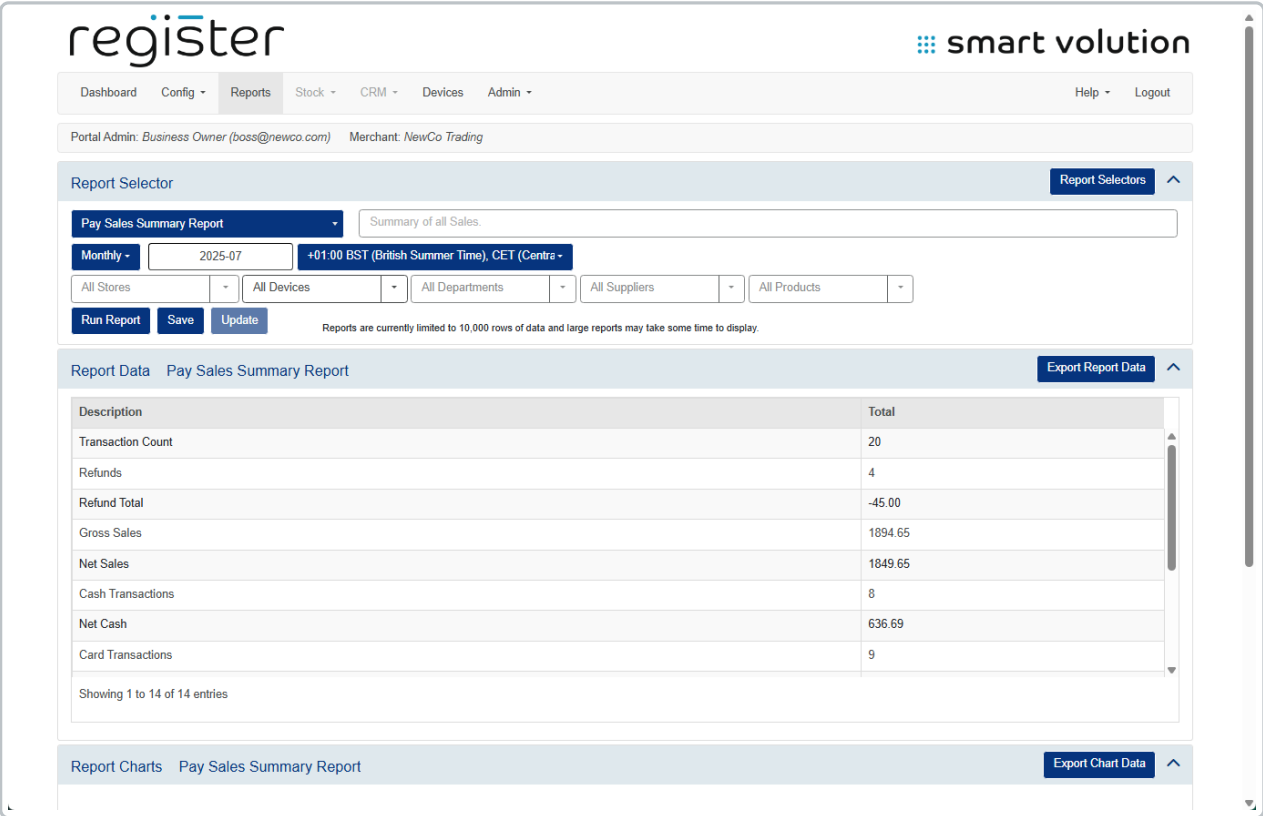
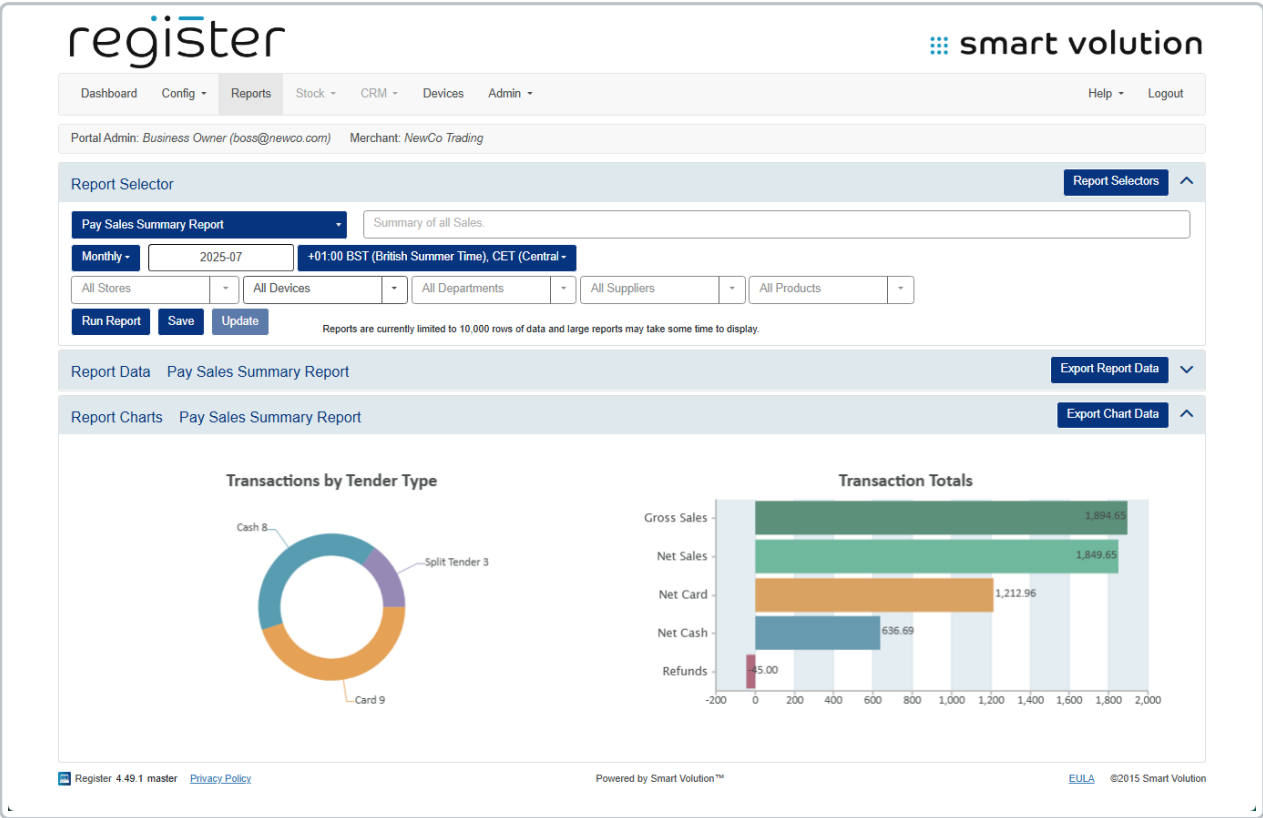
Report Field	Description
Avg Spend per Customer	Net Sales divided by Transactions
Transaction Count	Number of transactions
Refund Count	Number of refunds
Transaction by Tender	Chart showing split by payment method
Gross Sales	Total sales before deductions
Net Sales	Gross Sales minus refunds
Net Card	Total card sales
Net Cash	Total cash sales
Refund Total	Total amount of refunds



Web Portal - Pay Sales Summary Report

Combined sales total for the whole business (for customers with multiple devices):

Report Field	Description
Transaction Count	Total transactions
Refunds	Number of refunds
Refund Total	Total refund value
Gross Sales	Sales before deductions
Net Sales	Sales after deductions
Cash Transactions	Number of cash sales
Net Cash	Value of cash sales
Card Transactions	Number of card sales
Net Card	Value of card sales
Split Tender Transactions	Number of split payment sales
Avg Spend per Customer	Average value per customer
Tips	Total tips
Cash Tips	Tips received in cash
Card Tips	Tips received via card



Web Portal - Pay Sales Report

Daily sales totals for each device reported by date.

Report Field	Description
Date	Date of the sales

Report Field	Description
Till Name	Name of the device
Transaction Count	Total transactions
Refunds	Number of refunds
Refund Total	Total refund value
Gross Sales	Sales before deductions
Net Sales	Sales after deductions
Cash Transactions	Number of cash sales
Net Cash	Value of cash sales
Card Transactions	Number of card sales
Net Card	Value of card sales
Split Tender Transactions	Number of split payment sales
Avg Spend per Customer	Average value per customer
Tips	Total tips
Cash Tips	Tips received in cash
Card Tips	Tips received via card

Dashboard Config **Reports** Stock CRM Devices Admin
Help Logout

Portal Admin: Business Owner (boss@newco.com) Merchant: NewCo Trading

Report Selector

Pay Sales Report

Summary of all Sales, grouped by date.

Monthly - 2025-07 +01:00 BST (British Summer Time), CET (Central -

All Stores All Devices All Departments All Suppliers All Products

Run Report Save Update

Reports are currently limited to 10,000 rows of data and large reports may take some time to display.

Report Data Pay Sales Report

Export Report Data

Date	Till Name	Transactions	Refunds	Refund Total	Gross Sales	Net sales	Cash Sales	Cash Total	Card Sales	Card Total	Split Tender Transactions	Avg Spend per Customer	T
All	All	25	4	-45.00	2160.05	2115.05	9	681.69	13	1433.36	3	84.60	9
2025-07-02	Device 01	15	3	-35.00	1744.63	1709.63	7	561.67	6	1147.96	2	113.98	7
2025-07-03	Device 01	2	0	0.00	10.02	10.02	1	0.02	1	10.00	0	5.01	1
2025-07-04	Device 01	8	1	-10.00	405.40	395.40	1	120.00	6	275.40	1	49.43	2

Showing 1 to 4 of 4 entries

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Web Portal - Pay Shift Report

Z Report / End Day sales totals for each device reported by date.

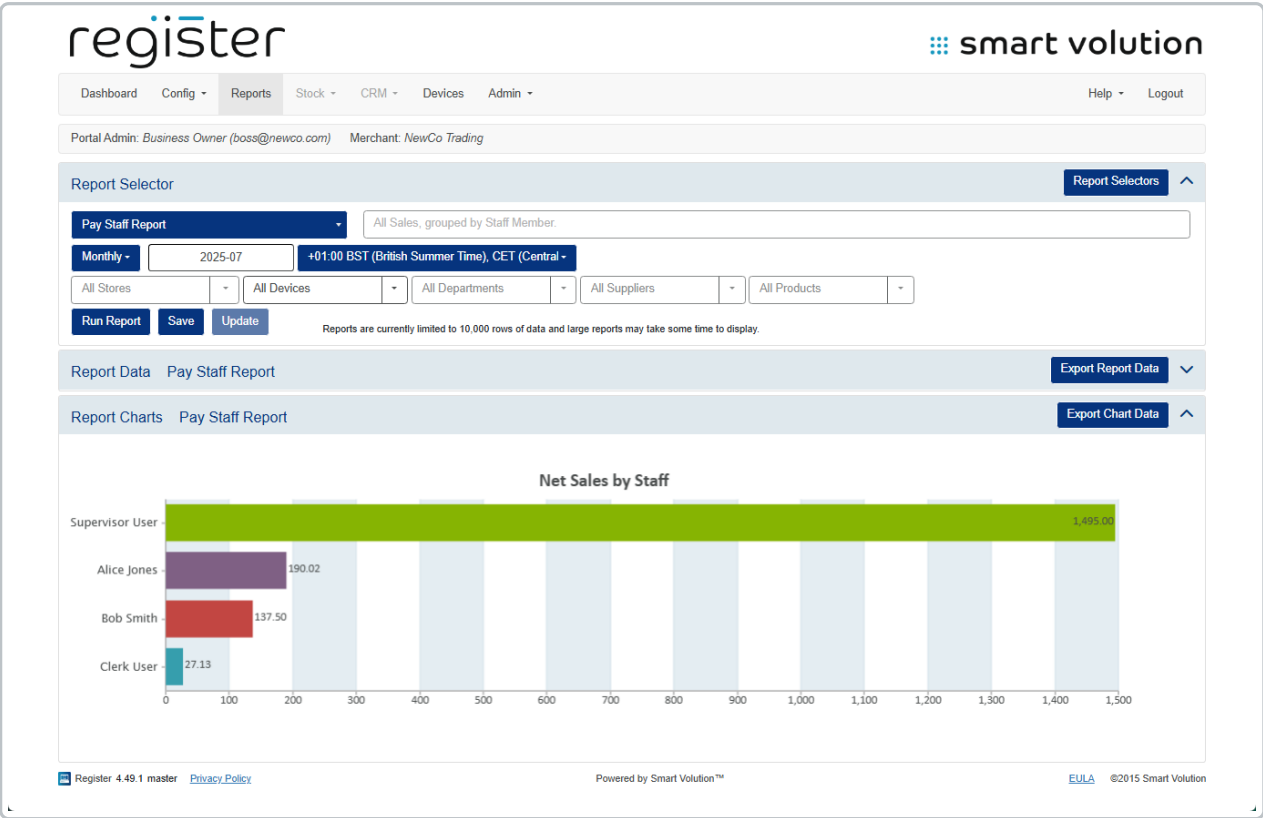
Report Field	Description
Till Name	Name of the device
Start Date	Date of first transaction
Start Time	Time of first transaction
End Date	Date of End Day
End Time	Time of End Day

Report Field	Description
Duration	Time between start and End Day
Transaction Count	Total transactions
Refunds	Number of refunds
Refund Total	Total refund value
Gross Sales	Sales before deductions
Net Sales	Sales after deductions
Cash Transactions	Number of cash sales
Net Cash	Value of cash sales
Card Transactions	Number of card sales
Net Card	Value of card sales
Split Tender Transactions	Number of split payment sales
Avg Spend per Customer	Average value per customer
Tips	Total tips
Cash Tips	Tips received in cash
Card Tips	Tips received via card

Web Portal - Pay Staff Report

Sales totals split by staff member.

Report Field	Description
Staff Code	Staff member's code
Staff Name	Staff member's name
Transactions	Number of transactions by staff
Refunds	Number of refunds
Refund Total	Refund value
Gross Sales	Total sales before refunds
Net Sales	Sales after refunds
Cash Transactions	Number of cash sales
Net Cash	Value of cash sales
Card Transactions	Number of card sales
Net Card	Value of card sales
Split Tender Transactions	Number of split payment sales
Cancel Transactions	Number of cancelled sales
Largest Transaction	Highest sale value by this staff
Avg Spend per Customer	Net Sales divided by Transaction Count
Tips	Total tips by this staff
Cash Tips	Cash tips by this staff
Card Tips	Card tips by this staff



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DashboardConfigReportsStockCRMDevicesAdminHelpLogout

Portal Admin: Business Owner (boss@newco.com)Merchant: NewCo Trading

Report Selector

Report Selectors

Pay Staff Report

All Sales, grouped by Staff Member.

Monthly - 2025-07 +01:00 BST (British Summer Time), CET (Central -

All StoresAll DevicesAll DepartmentsAll SuppliersAll Products

Run ReportSaveUpdate

Reports are currently limited to 10,000 rows of data and large reports may take some time to display.

Report DataPay Staff Report

Export Report Data

Staff Code	Staff Name	Transactions	Refunds	Refund Total	Gross Sales	Net Sales	Cash Transactions	Net Cash	Card Transactions	Net Card	Split Tender Transactions	Cancel S
All Staff	All Staff	20	4	-45.00	1894.65	1849.65	8	636.69	9	1212.96	3	8
0000	Alice Jones	7	1	-10.00	200.02	190.02	2	100.02	4	90.00	1	5
0001	Supervisor User	7	1	-5.00	1500.00	1495.00	4	495.00	2	1000.00	1	2
0002	Clerk User	3	2	-30.00	57.13	27.13	1	-5.00	2	32.13	0	0
4564	Bob Smith	3	0	0.00	137.50	137.50	1	46.67	1	90.83	1	1

Showing 1 to 5 of 5 entries

Report ChartsPay Staff Report

Export Chart Data

Web Portal - Pay Refund Report

Report detailing all refunds carried out.

Report Field	Description
Date	Date of the refund
Till Name	Device used

Report Field	Description
Staff Code	Code of refunding staff member
Staff Name	Name of refunding staff member
Refund Amount	Refund value
Tender Type	Refund payment method
Transaction ID	ID of the refund transaction

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Dashboard Config Reports Stock CRM Devices Admin

Help Logout

Portal Admin: Business Owner (boss@newco.com) Merchant: NewCo Trading

Report Selector

Pay Refund Report

Lists all Refunded Products and their details.

Monthly -

2025-07

+01:00 BST (British Summer Time), CET (Central -

All Stores

All Devices

All Departments

All Suppliers

All Products

Run Report

Save

Update

Reports are currently limited to 10,000 rows of data and large reports may take some time to display.

Report Data Pay Refund Report

Export Report Data

Date	Time	Till Name	Staff Code	Staff Name	Refund Amount	Tender Type	Transaction ID
2025-07-02	15:37(+01:00)	Device 01	0001	SupervisorUser	-5.00	CASH	2507021537322460018888
2025-07-02	16:07(+01:00)	Device 01	0002	ClerkUser	-25.00	CARD	2507021607121120018888
2025-07-02	16:07(+01:00)	Device 01	0002	ClerkUser	-5.00	CASH	2507021607318690018888
2025-07-04	14:26(+01:00)	Device 01	0000	AliceJones	-10.00	CARD	2507041426365050018888

Showing 1 to 4 of 4 entries

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Web Portal - Pay Transaction Report

A detailed report showing everything that happened within a transaction, typically used for support purposes.

Report Field	Description
App Version	Application version
Transaction ID	Server-side ID
Reference	Optional transaction name
Device Transaction ID	Receipt-visible transaction ID
Date	Transaction date
Time	Time of transaction (with time zone)
Device Name	Device used
Staff Name	Name of staff member
Transaction Type	Type (SALE, REFUND, etc.)
Price	Transaction amount
Amount Tendered	Amount tendered
Change Given	Change returned (for CASH)
Auth Code	Authorisation code for CARD
Card PAN	Last 4 digits of the card
Tip Amount	Tips included
Item Name	Name of item

Report Field	Description
Item Price	Item value
Item Type	Type of item
Item Added	Timestamp item added
Custom Data	Any extra info from payment app

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Dashboard
Config
Reports
Stock
CRM
Devices
Admin
Help
Logout

Portal Admin: Business Owner (boss@newco.com)
Merchant: NewCo Trading

Report Selector

Pay Transaction Report

All transactions carried out on the Portal and Client.

Monthly

2025-07

+01:00 BST (British Summer Time), CET (Central

All Stores

All Devices

All Departments

All Suppliers

All Products

Run Report

Save

Update

Reports are currently limited to 10,000 rows of data and large reports may take some time to display.

Report Data Pay Transaction Report

Export Report Data

APP Version	Transaction Id	Reference	Device Transaction Id	Date	Time	Device Name	Staff Name	Tra
V4.49.0	23150815	John Smith	2507021559212380018888	2025-07-02	15:59(+01:00)	Device 01	Alice Jones	(
V4.49.0	23150815	John Smith	2507021559212380018888	2025-07-02	15:59(+01:00)	Device 01	Alice Jones	(
V4.49.0	23150815	John Smith	2507021559212380018888	2025-07-02	15:59(+01:00)	Device 01	Alice Jones	(
V4.49.0	23150816		2507021601201160018888	2025-07-02	16:01(+01:00)	Device 01	Bob Smith	(
V4.49.0	23150817	T12	2507021602290050028888	2025-07-02	16:03(+01:00)	Device 01	Bob Smith	€
V4.49.0	23150817	T12	2507021602290050028888	2025-07-02	16:03(+01:00)	Device 01	Bob Smith	€
V4.49.0	23150817	T12	2507021602290050028888	2025-07-02	16:03(+01:00)	Device 01	Bob Smith	€

Showing 1 to 82 of 82 entries

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Web Portal - Pay Transaction Summary Report

Report showing all transactions similar to the Transaction History screen.

Report Field	Description
App Version	Application version
Transaction ID	Server-side ID
Reference	Optional transaction name
Device Transaction ID	Receipt-visible transaction ID
Date	Transaction date
Time	Time of transaction (with time zone)
Device Name	Device used
Staff Name	Name of staff member
Transaction Type	Type (SALE, REFUND, etc.)
Price	Transaction amount
Amount Tendered	Amount tendered
Change Given	Change returned (for CASH)
Tip Amount	Tips included
Auth Code	Authorisation code for CARD
Card PAN	Last 4 digits of the card

Report Selector

Report Selectors

Pay Transaction Summary Report

All summary transactions carried out on the Portal and Client.

Monthly -

2025-07

+01:00 BST (British Summer Time), CET (Central -

All Stores

All Devices

All Departments

All Suppliers

All Products

Run Report

Save

Update

Reports are currently limited to 10,000 rows of data and large reports may take some time to display.

Report Data

Pay Transaction Summary Report

Export Report Data

APP Version	Transaction Id	Reference	Device Transaction Id	Date	Time	Device Name	Staff Name	Trans
V4.49.0	23150817	T12	2507021602290050028888	2025-07-02	16:03(+01:00)	Device 01	Bob Smith	SP
V4.49.0	23150818		2507021603478620018888	2025-07-02	16:03(+01:00)	Device 01	Bob Smith	CA
V4.49.0	23150819		2507021603568950018888	2025-07-02	16:04(+01:00)	Device 01	Bob Smith	CA
V4.49.0	23150820	12 New Road boiler repair	2507021605159470018888	2025-07-02	16:05(+01:00)	Device 01	Supervisor User	CA
V4.49.0	23150821		2507021605584290018888	2025-07-02	16:06(+01:00)	Device 01	Clerk User	CA
V4.49.0	23150822	John Smith	2507021607121120018888	2025-07-02	16:07(+01:00)	Device 01	Clerk User	CA
V4.49.0	23150823		2507021607318690018888	2025-07-02	16:07(+01:00)	Device 01	Clerk User	CA
V4.49.0	23150864		2507031449011920028888	2025-07-03	14:49(+01:00)	Device 01	Alice Jones	CA

Showing 1 to 34 of 34 entries