

Generate Reports

The common goal of all the apps comprising the two bundles is to simplify the data-encoding or at the very least, guide the user to capture data to the appropriate tables so that in the end, the system is able to generate accurate reports. These reports are very useful in the decision-making in the way you run your business.

The following is a list of reports that WRS App system can quickly generate:

WRS - Operation

1. Sales Report According to Order ID
2. Sales Report According to Customer Name
3. Production Report
4. QC In-house Report
5. Bacteriological and Biological Tests Report
6. Chemical and Physical Tests Report
7. Assets List Report
8. Current Store Inventory Report
9. Supplies-in Report
10. Supplies-out Report
11. Monthly Payroll Report

WRS - Accounting

1. Journal Book of Original Entry
2. Cash Receipts Report
3. Cash Disbursement Report
4. Ledger (Summary of Account Transactions) Report
5. Accounts Entries Verification Report (useful in finding-out transaction posting errors)
6. Income Statement Report
7. Trial Balance Report
8. Balance Sheet Report

Every section of the app is provided with a help instruction on how a particular task is done. To access it, from the section header, located at the upper-right hand side, click the '?' icon.

Logo and **letterhead** appearing on the app and its reports can be replaced with your own logo and letterhead. Go to the **App Center, System Settings, Miscellaneous Setup**, then click **Edit** from the section menu bar. If you need further help, click the '?' icon from the section header of that form.