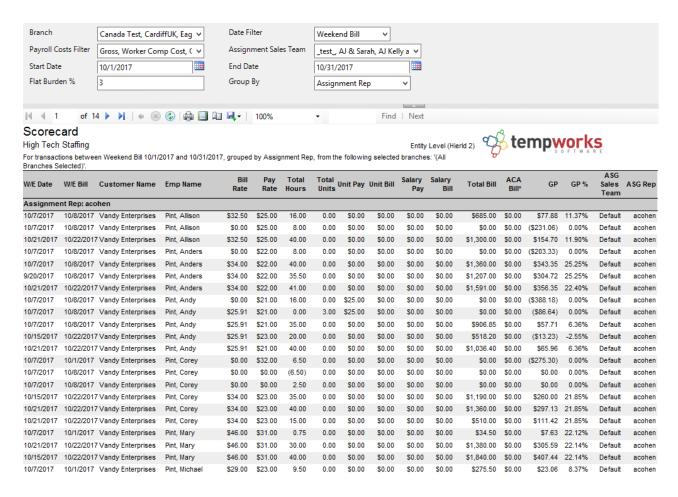
Scorecard Report

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Scorecard

Purpose:

This report is designed to allow you to view how your service reps and sales teams are doing on a transaction by transaction basis. It could be thought of as a Gross Profit detail report as well. Many people use this in conjunction with the Gross Profit report to evaluate service reps profitability.



Parameters:

- 1. Branch: A drop-down list of all branches in the user's current hierarchy. Is a multi-value parameter so they can select all branches, just one specific branch, or any combination of different branches in the list.
- 2. Date Filter: A drop-down determining what field your date range filters on.

- a. Weekend Bill
- b. Weekend Date
- c. Check Date
- d. Invoice Date
- 3. Payroll Costs Filter: This filter specifies the different costs that you want included/exclude in your payroll costs calculation. You may select one, all, or any combination of the available costs. The following options to included/excluded are as follows:
 - a. Gross off of the transaction
 - b. LBonding from the worker comp code
 - c. Contractor costs on the transaction
 - d. Worker comp costs on the transaction
 - e. One time adjustments on the transaction
 - f. Employer taxes on the transaction
 - g. Benefits on the transaction
 - h. Branch burden on the transaction
 - i. No payroll costs (used when you do not want any payroll costs in the GP calculation)
- 4.Assignment Sales Team: A drop-down list of all sales teams in the user's current hierarchy. Is a multi-value parameter so you can select all sales teams, just one specific sales team, or any combination of different sales teams in the list.
- 5. Start Date: Starting date of your desired date range.
- 6.End Date: Ending date of your desired date range.
- 7. Flat Burden %: Adds the (Specified % * Gross on the transaction) to the payroll costs.
- 8. Group By: A list of different fields to group the data into within the report. The

following options include:

- a. Weekend Bill
- b. Weekend Date
- c. Check Date
- d. Customer
- e. Branch
- f. Employee
- g. Assignment Sales Team
- h. Assignment Rep
- i. (no grouping)

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