

Reports



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Linux (S032341) RREQ RC1 Mon Nov 6 12:52
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Report...:
Dates...:
Unit....: 41

Account Items      Complaints      Future Orders   Sales by CSR
Account Listing    Coupon List    Grid Reports    Server Banking
Accounts Receiv    Credit Report  HFR Report      Shift Change
Bin Mgt Pre-Top    Daily Acct Summ Hourly Detail    Tbl Utilization
Bin Status         Daily Audit Log Internet Status   Trade Area Map
CC/GC Summary      Daily Cancels  Map/Ex Report    Upsell Report
CSR Order Stats    Daily TRAC     Open Guest Chk   WTD TRAC
Cash Audit         Daypart Sales  Order Stats
Cashier Report     Delivery Time  P&A Report
Cashier Trend      Disp Override  Product by Time
Change Down        Dispatch       SNF Report
Check Offender     Driver Audit   Safe Audit
Check Summary      Driver Turn    Sales Analysis

Select report -----
1/Exit
```

This guide will explain the most used reports.



The reports are all in alphabetical order.

Reports



Accounts Receivable Report

The Accounts Receivable Report shows detail of all account and Hotel/Motel (Dwelling code H) cashed out for day requested.

Pizza Hut - Pizza Hut Inc.					
Accounts Receivable Report					
Trade Area 80-Pizza Hut Inc.			For Bus.Date MON-11/13/17		
Unit Number 316780			Prepared 16:18 11/15/17		
SUS Release: 6.5			SUS Version: 3.2		
Tkt#	Sale	Acct	Phone	Name	Address

0028	18.34	None	544-2574	RHONDA RENENR	500 FM 983
					MCDONALD ELEMENTARY
					Ferris
					TX 75125

Tkt #: Transaction ticket number.

Sale: Ticket dollar amount.

Acct: Account number or 'None' if Hotel/Motel.

Phone: Phone number of account or Hotel/Motel customer.

Name: Name of account or Hotel/Motel customer.

Address: Address of account or Hotel/Motel customer.

Reports



CC/GC Summary Report

The CC/GC Summary Report summarizes credit card and gift card activity that occurred in the restaurant for the day. (Integrated CC/GC restaurants only).

Pizza Hut - Pizza Hut Inc.									
CC/GC Summary Report									
Trade Area 80-Pizza Hut Inc.					For Bus.Date MON-11/13/17				
Unit Number 316780					Prepared 16:18 11/15/17				
SUS Release: 6.5					SUS Version: 3.2				

CC Transaction Details									
Inv#	Ticket#	Account#	Settled	TransType	\$Sale	\$Tips	\$Total	Auth#	UserID
----	-----	-----	-----	-----	-----	-----	-----	-----	-----
0001	0001	V5802	Y	CC Tip	56.16	7.00	63.16	080043	MA
0002	0002	V0998	Y	CC Auth	33.02	0.00	33.02	063009	Android
0003	0005	MC6630	Y	CC Auth	36.44	0.00	36.44	04529Z	NL
0004	0007	V9944	Y	CC Auth	12.45	0.00	12.45	092612	NL
0005	0009	V3240	Y	CC Auth	5.95	0.00	5.95	020313	NL
0006	0011	V7692	Y	CC Auth	15.30	0.00	15.30	213171	CP
0007	0010	V2325	Y	CC Auth	20.55	0.00	20.55	01433C	NL

CC Transaction Details: Fields are as follows.

Inv# - Credit card invoice number.

Ticket # - Sales ticket number.

Account # - Credit card type prefix (i.e., (V) Visa, (MC) Mastercard, (AX) American Express, (DC) Discover) followed by the last four digits of the credit card account number.

Settled – Indicates Y (Yes) or N (No) whether SUS settled the transaction. Declines and Voids are automatically considered not settled.

TransType – Type of transaction, including Auth, Tip, Declined, Refund, or Void.

\$Sale – Transaction amount in dollars and cents. Negative values indicate a Refund.

\$Tips – Tip amount in dollars and cents.

\$Total - \$Sale plus \$Tips.

UserID – Sign-on ID of team member that authorized the credit card transaction. For transactions with Tips assigned or voided transactions, User ID is the person that performed the last activity on that transaction.

Reports



CC/GC Summary Report

Credit Card Type Totals				
Card Type	Count#	\$Sale	\$Tips	\$Total
-----	-----	-----	-----	-----
American Express	0	0.00	0.00	0.00
Discover	1	14.07	0.00	14.07
Master Card	12	220.04	14.00	234.04
Visa	22	461.43	10.00	471.43
Diners Club	0	0.00	0.00	0.00
Sale Totals	35	695.54	24.00	719.54

Credit Card Type Totals: Fields are as follows.

Card Type – Type of credit card.

Count# - Number of transactions by card type, not including Voids and Declines.

\$Sale – Transaction amount in dollars and cents.

\$Tips – Tip amount in dollars and cents.

\$Total - \$Sale plus \$Tips.

CC Summary				
CC Settled Total	35	\$	719.54	
Unsettled CC Sales	0	\$	0.00	
Unsettled CC Tips	0	\$	0.00	
Unsettled CC Total	0	\$	0.00	
CC Unsettled Refunds	0	\$	0.00	
CC Total	35	\$	719.54	(matches total CC amount on the sales analysis at EOD)
CC Voids	0	\$	0.00	

CC Summary: Fields are as follows.

Settlement # - Number and dollar amount of settled transactions, for each time that you performed a settlement. Includes settled Refunds, but not Voids and Declines.

CC Settled Total – Combined number and dollar amount of all settled sales. Includes settled Refunds, but not Voids and Declines.

Reports



CC/GC Summary Report

Unsettled CC Sales – Number and dollar amount of unsettled sales. Includes unsettled Refunds, but not Voids and Declines. If a transaction is authorized but not cashed out, SUS will not settle that transaction.

Unsettled CC Tips – Number and dollar amount of unsettled tips.

Unsettled CC Total – Unsettled Sales plus Unsettled Tips.

CC Unsettled Refunds – Number and dollar amount of unsettled Refunds.

CC Total – Number and dollar amount of settled and unsettled sales.

CC Voids – Number and dollar amount of Voids and Web/CMC Declines.

GC Transaction Details									
Inv#	Ticket#	Account#	Settled	Void	TransType	\$Sale	\$Tips	\$Total	UserID
----	-----	-----	-----	-----	-----	-----	-----	-----	-----

GC Transaction Details: Fields are as follows.

Inv# - Gift card invoice number.

Ticket # - Sales ticket number.

Account # - Gift card prefix (GC) followed by the last four digits of the gift card account number.

Settled – Indicates Y (Yes) or N (No) whether SUS settled the transaction. Declines and Voids are automatically considered not settled.

Void – Indicates a V (Void) for void transactions. The original transaction type is noted in the TransType column.

TransType – Type of transaction, including Redeem, Tip, Activate, Reloads, Declines or Void.

\$Sale – Transaction amount in dollars and cents. Negative values indicate a gift card has been activated or reloaded.

\$Tips – Tip amount in dollars and cents.

\$Total - \$Sale plus \$Tips.

UserID – Sign-on ID of team member that authorized the gift card transaction. For transactions with Tips assigned or voided transactions, User ID is the person that performed the last activity on that transaction.

Reports



CC/GC Summary Report

Gift Card Type Totals				
Gift Card Type	Count#	\$Sale	\$Tips	\$Total
-----	-----	-----	-----	-----
Gift Card	0	0.00	0.00	0.00

Gift Card Type Totals: Fields are as follows.

Gift Card Type – Type of gift card.

Count# - Number of transactions by card type, not including Voids and Declines.

\$Sale – Transaction amount in dollars and cents.

\$Tips – Tip amount in dollars and cents.

\$Total - \$Sale plus \$Tips.

GC Summary				
Gift Card Redemption				
GC Settled Total	0	\$	0.00	
Unsettled GC Redemption	0	\$	0.00	
Unsettled GC Tips	0	\$	0.00	
Unsettled GC Cashout	0	\$	0.00	
Unsettled GC Total	0	\$	0.00	
GC Redemption Total	0	\$	0.00	
GC Total	0	\$	0.00	(matches total GC amount on the sales analysis at EOD)
GC Voids	0	\$	0.00	

GC Summary/Gift Card Redemption: Fields are as follows.

Settlement # - Number and dollar amount of settled transactions, for each time a settlement is performed. Includes settled Refunds, but not Voids and Declines.

GC Settled Total – Combined number and dollar amount of all settled gift card sales. Includes settled Refunds, but not Voids and Declines.

Unsettled GC Redemption – Number and dollar amount of unsettled sales. Includes unsettled Refunds, but not Voids and Declines. If a transaction is authorized but not cashed out, SUS will not settle that transaction.

Unsettled GC Tips – Number and dollar amount of unsettled tips.

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CC/GC Summary Report

Unsettled GC Cashout – Number and dollar amount of unsettled gift cards at cashout.

Unsettled GC Total – Unsettled Redemption plus Unsettled Tips.

GC Redemption Total – Number and dollar amount of settled and unsettled sales.

GC Voids – Number and dollar amount of Voids and Web/CMC Declines.

Gift Card Activation/Reload Details			
Inv#	Account#	Sold By	\$Amount
----	-----	-----	-----
Total Activation		0	0.00
Total Reload		0	0.00
Total		0	0.00

Gift Card Activation/Reload Details: Fields are as follows.

Inv# - Gift card invoice number.

Account # - Gift card prefix (GC) followed by the last four digits of the gift card account number.

Sold By - Sign-on ID of team member that authorized the gift card transaction.

\$Amount – Dollar amount of gift card activated or reloaded.

Total Activation – Total number and dollar amount of gift cards activated.

Total Reload – Total number and dollar amount of gift cards reloaded.

Total – Total Activations plus Total Reloads.

Reports



Cash Audit Report

Pizza Hut - Pizza Hut Inc.									
Cash Audit Report									
Trade Area 80-Pizza Hut Inc.					For Bus.Date MON-11/13/17				
Unit Number 316780					Prepared 16:18 11/15/17				
SUS Release: 6.5					SUS Version: 3.2				

Name	ID	TTY#	Time	Tkt#	Transaction	DVR/ SRV ID	Tip	Amount	

SYSTEM	SYS		01:45		Clear Till (TTY p71)			(123.15)	
SYSTEM	SYS		01:45		CC Settlement			(719.54)	
Nichol	NL	p71	09:37		Open Drawer				
Nichol	NL	p71	09:42		Open Drawer				
Nichol	NL	p71	09:51		Set Up Till	NL		120.00	
Nichol	NL	p71	10:32	0004	Cash Receipt			0.81	
Nichol	NL	p71	11:18	0005	Credit Card Receipt			36.44	
Nichol	NL	p71	11:26	0007	Credit Card Receipt			12.45	
Nichol	NL	p71	11:30		Driver Bank	MA		(20.00)	

Name: Name of Team Member who performed the transaction.

ID: User ID of the Team Member who performed the transaction.

TTY#: Terminal number on which the transaction was performed.

Time: Time the transaction occurred.

Tkt#: Transaction ticket number.

Transaction: Brief description of the transaction performed.

DVR/SRV ID: User ID of the driver or server associated with the transaction

Tip: Credit card or gift card tip amount.

Amount: Total amount of the transaction.

Settlement Done Today: When the previous day's credit card/gift card settlement is not performed prior to the automatic End of Day (EOD), the report displays the forced settlement transactions performed by management at the Start of Day (SOD).

Deposit Adjustment: Transaction column displays the deposit amount entered yesterday.

Amount column: Displays the newly adjusted deposit amount.

Reports



Change Down Report

The Change Down Audit Report displays all transactions where a change has been made to an order and the change lowers the dollar amount of the ticket. Order changes include deleting items from an order, adding coupons/discounts/allowances, removing a Delivery Service Charge, adding Surprise Promos, or canceling made/unmade orders after order has been sent.

Pizza Hut - Pizza Hut Inc.									
Change Down Audit Report									
Trade Area 80-Pizza Hut Inc.					For Bus.Date MON-11/13/17				
Unit Number 316780					Prepared 16:18 11/15/17				
SUS Release: 6.5					SUS Version: 3.2				

Name	ID	TTY	Order Time	Change Time	Tkt #	Transaction	Old \$ Amount	New \$ Amount	
=====									
Nichol	NL	p81	08:30	12:32	003	Cancel Made	34.46	0.00	
Jessic	JH	p71	16:22	16:45	023	Coupon: ZN			
					023	Coupon: ZN	33.34	29.19	
Jessic	JH	p71	17:05	17:51	030	Coupon: ZN	14.37	12.00	
Jessic	JH	p71	18:41	19:39	055	Coupon: ZN	23.48	19.49	
Jessic	JH	p71	18:49	19:08	058	Coupon: ZN	16.99	13.00	
Summary of Changes									
Change Downs					0	\$	0.00		
Cancel Made					1	\$	34.46		
Cancel Unmade					0	\$	0.00		
Change to Carryout					0	\$	0.00		
Coupons					5	\$	14.50		
Discount					0	\$	0.00		
Complaint					0	\$	0.00		
Surprise Promo					0	\$	0.00		
Undeliverable					0	\$	0.00		
Toggle Service Charge					0	\$	0.00		

Reports



Change Down Report

Name: Name of Team Member who performed the transaction.

ID: User ID of the Team Member who performed the transaction.

TTY#: Terminal number on which the transaction was performed.

Order Time: Time the original transaction occurred.

Change Time: Time the change down transaction occurred.

Tkt#: Transaction ticket number.

Transaction: Brief description of the change down transaction.

Old \$ Amount: Dollar amount of the original transaction.

New \$ Amount: Dollar amount of the revised transaction.

Cancel Made/Unmade: Cancel Made or Cancel Unmade orders that were performed or confirmed.

Promo: Any promo applied to an order after the original order was sent.

Ticket Change: Tickets that were changed to a lower dollar amount.

Driver Cashout: Transactions that caused the ticket amount to decrease when cashing out a Driver on dispatch.

Toggle Service Charge: Transactions in which the 4/SvcChg or Toggle SvcChg keys were selected. Displays the User ID of the Driver who took the order.

Change to Carryout: Delivery occasion transactions that were changed to the Carryout occasion.

Summary of Changes: Total number of tickets that were changed and their dollar amounts, summarized by transaction type.

Reports



Driver Audit Report

Provides a summary of each driver's deliveries for the day, performance averages, and driver reimbursements paid.

Pizza Hut - Pizza Hut Inc.																
Driver Dispatch/Cash Audit Report																
Trade Area 80-Pizza Hut Inc.										For Bus.Date MON-11/13/17						
Unit Number 316780										Prepared 16:18 11/15/17						
SUS Release: 6.5										SUS Version: 3.2						
Driver	Time	Ord	Del Time	Instr Time	Wait Time	Drv Trn	Disp Time	Return Time	Miles	Drive Time	Dest Time	Amt Due	SPromo	C/P	Grid	
Collin CT		034	24	13	26	00:07	17:35	17:57	12.4	22	11	20.91	0.00	P	F-03	
EID:crt6148		045	23	19	20	01:24	18:17	18:25	2.5	8	4	18.33	0.00	P	F-06	
Bank In	17:09	052	17	13	13		18:38	18:49			4	15.30	0.00	P	H-06	
Bank Out	21:21	053	19	12	0	01:07	18:38	18:49	14.4	11	7	42.14	0.00	P	G-08	
Total	04:13	054	27	17	8		18:57	19:23			10	28.89	0.00	P	F-03	
		056	29	13	0	02:04	18:57	19:23	13.4	26	16	18.33	0.00	P	F-03	
		066	25	18	28	05:00	19:51	20:04	6.1	13	7	11.84	0.00	P	E-07	
Total/Average		7			19	01:56			48.8	16		155.74	0.00	7		
Total Dispatches		5														
Orders/hour		2														
Best/Orders/hr		5														
Borrowed Prod Miles		0.0														
Return Trip Miles		0.0														
Total Mileage		48.8														
* Ticket over 30																
Total Drive Time:		01:20														
(Start - Expl - SFS = End - (Mls * Rate)) = Dvr Company 20.00 0.00 0.00 20.00 48.8 0.280 0.00 6.34 Paid.: 0.00 Recvd.: 6.34 +/- 0.00 0.00																
Vehicle Description: FULLSIZE: 2007 Model Year or Older																
Car Type: Chevrolet Silverado_1500 2007 Primary																
Mileage Adjustments																
Type	Ticket #	Address		System Miles	Override Miles	Miles Change	Edit ID									
----	-----	-----		-----	-----	-----	----									

Reports



Driver Audit Report

Driver: Name and Driver initials.

Time: Clock-in time, clock-out time, and total hours and minutes driver was clocked in as a driver.

Order: Ticket numbers delivered during the shift.

Total Time: Total time of delivery from order entry to tag in.

Prod Time: In-restaurant production time for each ticket from order entry to the time of dispatch.

Wait Time: Number of minutes a driver waited in the restaurant from tagging in from one dispatch to the dispatch of the next order.

Dispatch Time: Time driver was dispatched with the order.

Return Time: Time driver was cashed out with the order.

Drive Time: Number of minutes from the time the driver left the restaurant (dispatched) to when they delivered the order to the customer.

Amount Due: Total amount driver owes/paid for each order.

Surprise Promo: Amount of surprise promo per order.

C/P: (C) Company or (P) privately owned vehicle. Drivers are not reimbursed for deliveries made in company owned vehicles.

Grid: Trade area location.

Total time: Appears if the driver has clocked out.

Summary of Driver Statistics:

Total/average: Of orders delivered; average wait time; average drive time; total dollar amount due, total surprise promo, and number of company and privately owned vehicle deliveries made.

Order/Hours: Number of orders delivered per hour.

Best/orders/hr: Best number of orders per hour for shift for that driver.

Borrowed mileage: Mileage received for driving to pick up or deliver product.

Return Trip mileage: Mileage received for having to return to a delivery address.

Total mileage: Ending odometer reading less starting odometer reading.

Reports



Driver Audit Report

Driver's Cash Fund Summary:

Start: Amount of driver change fund issued at start of shift.

Less Exp1: Amount of an expense that is not a driver's fault, i.e., an extra trip for same order for pizza making mistake. Manager signature and explanation required.

Less SFS (School Food Service): Amount of tip on a SFS order.

End: Amount after Exp1 and SPS are subtracted.

POV: Number of deliveries in a privately owned vehicle times the driver reimbursement rate.

Company: Money owed back to the company or driver if in brackets.

Driver Mileage: Ending mileage reading less the beginning mileage reading.

Maximum Mileage Alert: Driver paid more than the maximum mileage rate.

Maximum Mileage Calculation: Paid outs minus total mileage times mileage rate equal excess mileage.

HFR Report

Provides the metrics for the Hot Fast Reliable focus.

Pizza Hut - Pizza Hut Inc.					
Hot Fast Reliable Ops Metrics Report					
Trade Area 34-P			For Bus.Date MON-11/13/17		
Unit Number 316734			Prepared 17:58 11/15/17		
SUS Release: 6.5			SUS Version: 3.2		
Daily Performance		Week-to-Date Performance		Period-to-Date Performance	
Monday	11/13/17	11/07/17 - 11/13/17		10/31/17 - 11/13/17	
Service	Actual	Actual	Actual	Actual	
% Production < 15 Min	100.0%	98.5%	98.6%		
% Del Orders < 30 Min	100.0%	92.3%	92.6%		
% Del Orders > 45 Min	0.0%	1.3%	1.2%		
% Del Order Pouch Time < 20 Min	100.0%	93.6%	93.9%		
% Del Order Rack Time < 5 Min	66.7%	70.7%	72.9%		
% Del Order Promise Accuracy +/- 10 Min	100.0%	70.5%	80.4%		
Average Carryout Promise Accuracy	00:00:42	00:01:08	00:01:07		
Days with Web Deactivation	0	0	0		
Days with Dough Outage	0	0	0		

Reports



Open Guest Check Report

Provides a list of open or unpaid guest checks.

Pizza Hut - Pizza Hut Inc.						
Open Guest Check Audit Report						
Trade Area 80-Pizza Hut Inc.				For Bus.Date WED-11/15/17		
Unit Number 316780				Prepared 16:19 11/15/17		
SUS Release: 6.5				SUS Version: 3.2		
Server						
ID	Ticket #	Customer/Server		Occasion	Time	Amount
-----	-----	-----		-----	-----	-----
Internt2	0028	(972)	921-2630	DELIVERY	14:51	\$ 18.33
Internt2	0031	(469)	650-8298	DELIVERY	15:24	\$ 20.78
Internt2	0038	(214)	545-4605	DELIVERY	15:58	\$ 11.84
Internt2	0039	(662)	231-5484	DELIVERY	16:02	\$ 28.60
Total unpaid guest checks: 4						\$ 79.55

Server ID: 2-digit ID of CSR who entered order.

Ticket #: Transaction ticket number.

Customer/Server: Customer phone number for delivery or carryout; server ID, table number, and numbering party for dine-in order.

Occasion: Occasion for each open guest check listed.

Time: Time order was placed.

Amount: Amount of guest check.

Total Unpaid Guest Checks: Number of guest checks and total dollar amount.

Reports



Order Stats Report

Provides a summary of customer types (new and repeat), products ordered, and all order occasions for the day, week, or period. The weekly and period reports include cumulative information.

Pizza Hut - Pizza Hut Inc.							
Daily Order Statistics Report							
Trade Area 80-Pizza Hut Inc.				For Bus.Date MON-11/13/17			
Unit Number 316780				Prepared 16:19 11/15/17			
SUS Release: 6.5				SUS Version: 3.2			
		New Customers		Repeat Customers		Total all orders	
		#	Value	#	Value	#	Value Avg. Ck
LUNCH:							
DINE_IN		0	0.00	0	0.00	0	0.00
DELIVERY		4	104.64	1	11.19	5	115.83 23.16
CARRY_OUT		4	73.63	7	76.50	11	150.13 13.64
COUNTER		3	13.00	0	0.00	3	13.00 4.33
DRIVE_THRU		1	4.00	0	0.00	1	4.00 4.00
TOTAL		12	195.27	8	87.69	20	282.96 14.14
DINNER:							
DINE_IN		0	0.00	0	0.00	0	0.00
DELIVERY		1	16.37	9	148.81	10	165.18 16.51
CARRY_OUT		10	150.13	22	368.21	32	518.34 16.19
COUNTER		5	43.24	0	0.00	5	43.24 8.64
DRIVE_THRU		0	0.00	0	0.00	0	0.00
TOTAL		16	209.74	31	517.02	47	726.76 15.46
TOTAL:							
DINE_IN		0	0.00	0	0.00	0	0.00
DELIVERY		5	121.01	10	160.00	15	281.01 18.73
CARRY_OUT		14	223.76	29	444.71	43	668.47 15.54
COUNTER		8	56.24	0	0.00	8	56.24 7.03
DRIVE_THRU		1	4.00	0	0.00	1	4.00 4.00
TOTAL		28	405.01	39	604.71	67	1009.72 15.07
%ALL ORDERS		41.79	40.11	58.21	59.89		
%DELIVERY ORDERS		33.33	43.06	66.67	56.94		
*Numbers shown exclude tickets which were cancelled.							

New Customers: Number of new customers and the dollar value of orders per occasion for lunch and dinner.

Repeat Customers: Number of repeat customers and the dollar value of orders by occasion.

Total All Orders: Number of new and repeat customers, and dollar value of orders by occasion.

Average Check: Amount by occasion.

- Total dollar value divided by total number of orders per occasion.

Reports



Order Stats Report (continued)

% All Orders: Percentage of the number of orders and the dollar value of orders from new customers and from repeat customers.

% Delivery Orders: Percentage of Delivery Orders as a number and dollar value from new customers and repeat customers.

Repeat Customer Analysis						
Re-ordered within 7 days ..:	11	\$28.21				
2 Weeks..:	6	\$15.38				
3 Weeks..:	4	\$10.26				
4 Weeks..:	3	\$7.69				
5 Weeks..:	2	\$5.13				
6 Weeks..:	2	\$5.13				
Last ordered over 6 Weeks..:	11	\$28.21				
Order Quantity Analysis						
	1	2	3	4	5	>5
Orders with :	37	22	1	1	0	1
Percent of orders:	55.2	32.8	1.5	1.5	0.0	1.5
Multiple Percent Analysis						
	1	2	3	4	5	>5
Eligible Orders	32	20	1	1	0	1
Percent of orders:	58.2	36.4	1.8	1.8	0.0	1.8
Total # Multiple Priced Orders	23					
Total # Eligible Orders	55					
Multiples Percent	41.8					
Products Per Guest Check						
Total # Dinner Size	86					
Total # Guest Checks with Dinner Size	55					
Pizza Per Guest Check	1.56					

Repeat Customer Analysis: Reorder percent for over 6 weeks.

Order Quantity Analysis: Number of orders with pizzas and the percent of orders with pizzas for any size.

Multiple Percent Analysis: Number of orders and percent of orders with multiple pizzas (from 1-5 and greater than 5).

- Total number of multiple priced orders divided by total number of eligible orders.
- Orders that have special pricing are included in the total of eligible orders.

Products Per Guest Check (PPGC): Number of products per guest check.

Reports



Order Stats Report (continued)

Section 1: Product Sales						
			Items	Orders	Gross Dollars	Net Dollars
Appetize	BreadStx	Order	3	3	11.97	
	GarlicKnts	fvMenuKno	2	2	11.98	
	Xtr Dip Sc	Order	8	5	4.00	
Total Appetize			13		27.95	25.97
C/o Bev	Dt Pepsi	two litR	1	1	3.00	
	Pepsi	Bottle	5	3	7.50	
		two litR	4	4	12.00	
	drPeppeR	Bottle	5	3	7.50	
		two litR	1	1	3.00	
	RootBeer	Bottle	2	2	3.00	
	SieraMst	Bottle	4	3	6.00	
Total C/o Bev			22		42.00	38.75

Section 1: Product Sales

Quantities of each product sold by class, type and size.

Items – number of times items were ordered.

Orders – number of orders item appeared on.

Gross Dollars – gross sales dollars for each product.

Net Dollars – net sales dollars for each product class.

Reports



Order Stats Report (continued)

Section 1A: Toppings						
Description	----Single----			----Double----		
	----Three+-----			----Additn-----		
	L	M	S	L	M	S
RstSpinach	0.0	0.0	0.0	0.0	1.0	0.0
	0.0	1.0	0.0	0.0	0.0	0.0

Section 1A: Topping

Total topping per large, medium and small pizzas.

Single pie order with 3 or more toppings.

Double pie order or additional item i.e., ranch dressing.

Section 2: Strategy Sales			
	Deals	Items	Value (Gross)
Standard		141	1247.45
WingsBDB	1		23.74

Section 2: Strategy Sales

Name, number of items sold and gross value of meal deals.

Reports



Order Stats Report (continued)

Section 3: Occasion Sales

	Orders	Value (Gross)	%(Gross)
DINE_IN	0	0.00	0.00
DELIVERY	15	358.52	27.22
CARRY_OUT	44	879.78	66.80
COUNTER	8	74.83	5.68
DRIVE_THRU	1	4.00	0.30

(Counts include CM.)

Section 3: Occasion Sales

Orders - Total number of orders, including Cancel Made (CM) by occasion.

Value (Gross) - Gross sales value.

%(Gross) - Percent of gross sales for each occasion.

Section 4: Coupon and Discount Analysis

Code	Description	%old	%new	Number Coupons	Avg Line Value	Avg Order Value	Diff%*
0Y	\$21 2 Large	%0.0	%0.0	0	0.00	0.00	%0.0
12	45% Off Ord	%0.0	%0.0	0	0.00	0.00	%0.0
1V	HotlineComp	%0.0	%0.0	0	0.00	0.00	%0.0
1Y	599 Lg1T699	%100.0	%0.0	1	12.37	12.87	%3.9
20	15% Discoun	%0.0	%0.0	0	0.00	0.00	%0.0
39	Free Stx/Wi	%0.0	%0.0	0	0.00	0.00	%0.0
4N	\$15 lrg 2T,	%0.0	%0.0	0	0.00	0.00	%0.0
4S	\$5 Off \$15	%0.0	%0.0	0	0.00	0.00	%0.0

Section 4: Coupon Analysis

Type of coupons and the percent of specific coupons used by old and new customers.

Average cash value of lines for the coupon and the average cash amount of orders with the specific coupon.

Percent of difference between line average and order average is: average line value divided by average order value.

Reports



Order Stats Report (continued)

Section 5: P&A Analysis				
	Count	Amount	Tkt Avg	%Sales
	-----	-----	-----	-----
Coupons	55	259.22	4.71	25.7
Discounts	3	2.25	0.75	0.2
Surprise Promo	0	0.00	0.00	0.0
Cancel Made	1	45.94	45.94	4.5
Credits	0	0.00	0.00	0.0
Employee Meals	0	0.00	0.00	0.0
Total P&A	59	307.41	5.21	30.4

Section 5: P & A Analysis

Count: Total number for each promo and allowance category.

Amount: Actual total cash amount for each promo and allowance category.

Ticket Average: Amount divided by count.

% Sales: Actual percent of gross sales for each promo and allowance category.

Reports



P&A Report

Pizza Hut - Pizza Hut Inc. Promo and Allowance Report										
Trade Area 80-Pizza Hut Inc. Unit Number 316780 SUS Release: 6.5							For Bus.Date MON-11/13/17 Prepared 16:19 11/15/17 SUS Version: 3.2			
Ticket Number	Occasion	Phone Number/ Information	Order Time	Time to Cashout	CSR ID	Cashier ID	Subtotal	Amount Off	Coupon Code	Coupon Type
0001	DELIVERY	(214) 907-7161	07:47	03:59	Website	MA	48.93	15.33	MP	Coupon
0003	CARRY_OUT	(469) 383-2353	08:30	04:02	Internt2	NL	0.00	45.94	CM	Cancel Made
0004	COUNTER	AZRIEL	10:15	00:17	MA	NL	0.75	0.75	EP	Discount
0006	CARRY_OUT	(903) 467-2834	11:20	00:34	MA	NL	8.68	4.19	1Y	Coupon
0007	COUNTER	COUNTER	11:25	00:01	CP	NL	11.50	5.18	ZN	Coupon
0010	CARRY_OUT	(972) 670-9503	12:11	00:17	iPhone	NL	18.98	8.76	7Z	Coupon
0013	CARRY_OUT	(214) 881-2201	13:19	01:50	Internt2	NL	13.98	7.95	MP	Coupon
0015	COUNTER	AZRIEL	14:37	00:10	MA	NL	0.75	0.75	EP	Discount
0016	CARRY_OUT	(469) 286-7626	14:38	00:18	iPhone	NL	7.99	3.19	7Z	Coupon

Ticket Number: Transaction ticket number **Occasion:** Occasion for each ticket.

Phone Number/Information: Phone number of delivery or carryout customer, or server ID and table number for dine-in.

Order Time: Time order was placed.

Time To Cashout: Difference between order time and cashout time.

CSR ID: 2-digit ID of CSR who placed the order.

Cashier ID: 2-digit ID of Cashier who cashed out the order.

Driver ID: 2-digit ID of Driver who delivered the order.

Subtotal: Amount of guest check or ticket before coupon or discount.

Amount Off: Dollar value of coupon or discount.

Coupon Code: 2-digit code assigned to coupon.

Coupon Type: Promo or allowance.

	Count	\$
Total Coupons	55	259.22
Total SP Discounts	0	0.00
Total Other Discounts	3	2.25
Total Surprise Promo	0	0.00
Total Cancels Made	1	45.94
Total Credits	0	0.00
Total Employee	0	0.00
Total Non-Coup Promo	0	0.00
Total P&A	59	307.41

Summary: Number of guest check and dollar amount for each type of P & A.

Reports



Safe Audit Report

Pizza Hut - Pizza Hut Inc.							
Safe Audit Report							
Trade Area 80-Pizza Hut Inc.				For Bus.Date MON-11/13/17			
Unit Number 316780				Prepared 16:21 11/15/17			
SUS Release: 6.5				SUS Version: 3.2			
Time	Name	ID	TTY	Activity	Drop #	Actual \$	Variance \$

09:48	Nichol	NL	p71	11/12/17 Dep Adj (683.29)		(664.19)	
SHIFT # 1 - Nicholas							
09:48	Nichol	NL	p71	Verify Change Fund		500.00	
09:48	Nichol	NL	p71	Beginning Safe Amount		500.00	
09:51	Nichol	NL	p71	Set Up Till		(120.00)	
16:16	Nichol	NL	p71	Close Till		147.93	0.38
16:16	Nichol	NL	p71	Set Up Till		(147.93)	
17:07	Nichol	NL	p81	Shift Change Cancelled			
17:26	Nichol	NL	p81	Count Safe		380.00	
17:26	Nichol	NL	p81	Ending Safe Amount		380.00	
17:26	Nichol	NL	p81	Shift's Safe Cash O/S			0.00
SHIFT # 2 - Nicholas							
17:26	Nichol	NL	p81	Beginning Safe Amount		380.00	
17:35	Jessic	JH	p71	Make a Drop	1	80.00	
18:22	Jessic	JH	p71	Make a Drop	2	140.00	

Time: Time activity was performed.

Name: First name of Team Member who performed activity.

ID: ID of Team Member who performed activity.

TTY: Till ID number that the activity was performed on.

Activity: Activity performed that affected the amount of money in safe.

Drop #: Drop # assigned to the Drop of the activity performed, if it was a drop activity.

Actual \$: Actual dollar amount of the activity performed.

Variance \$: Variance dollar amount from what the system said the actual amount should be.

Shift #: Shift number assigned and person assigned to the shift.

From Next Day's Open Cash: Activities performed the next morning for the prior business day.

Reports



Sales Analysis Report

Provides sales information and analysis for each occasion for a day. A weekly report is also available.

Pizza Hut - Pizza Hut Inc.			
Daily Sales Analysis Report			
Trade Area 80-Pizza Hut Inc.		For Bus.Date	MON-11/13/17
Unit Number 316780		Prepared 16:21	11/15/17
SUS Release: 6.5		SUS Version:	3.2
Account Name	11/13/17	ACCOUNT	WTD
	(01)		

Product Sales -			
Delivery Pizza	240.83	51060000	2245.75
Carryout Pizza	559.97	51080000	7343.56
Counter Pizza	40.00	52470001	945.30
Drive Thru Pizza	4.00	51180000	118.33
Total Pizza	844.80		10652.94
Delivery Appetizer	9.99		128.23
Carryout Appetizer	15.98		253.73
Counter Appetizer			43.82
Drive Thru Appetizer			4.50
Total Appetizer	25.97		430.28

Account Name: Account name and categories.

Date: Days or weeks included on the report.

Account: Account number.

WTD: Week-to-date amount.

- Daily Sales Analysis Report requested prior to close out, shows the business totals from the beginning of the week through the time of the report.

(): Number of times information was changed that day.

- A high number may indicate an attempt to make the sales analysis (cash over/short, or other items) "balance" with market expectations.

Product Sales: Categories and dollar amounts by occasion.

- An order is not counted as a sale until the order is cashed out.
- Unpaid guest checks are not reported in net or gross sales.
- Promo and allowance are not included in these figures.

Reports



Sales Analysis (continued)

Total Misc Receipts	44.25		427.75
Sales Tax	86.85	31300000	1187.70
Total Receipts	1140.82		15589.05
Less Total Paid Outs	24.34		401.51
Less Credit Cards	719.54	10102000	9769.92
Total Rcpts For Deposit	396.94		5417.62
Deposits Actually Were	396.36	10101000	5395.39
*** CASH OVER ***		70900000	
*** CASH SHORT ***	0.58-	70900000	22.23-

Total Misc Receipts: Accounts and amounts of miscellaneous income.

Sales Tax: Tax on net sales amount.

Total Receipts: Total amount of funds received in the restaurant, including sales tax and miscellaneous receipts.

Total Rcpts For Deposit: Sum of total receipts (#9) less the total of paid outs, credit/gift cards, and delayed payments.

Deposits Actually Were: Sum of all deposits recorded for the day.

Cash Over/Short: Difference (+/-) between total receipts for deposit and actual deposit amount.

Misc. Receipts -			
Delivery Charge	44.25	70750009	427.75
Total Misc Receipts	44.25		427.75
Rollup Sales Accounts -			
Pasta and Appetizer	62.44	52400000	818.72
Soft Beverage	40.25	52100000	353.20
Total Wingstreet	62.23	40428000	1834.35
Special Sales Account -			
Sales before 4 p.m.	282.96	99993333	5130.08
Paid Outs -			
Driver Reimbursement	24.34	70750000	401.51
Total Paid Outs	24.34		401.51

Misc Receipts: Accounts and amounts of miscellaneous income.

Rollup Sales Accounts: Total accounts and amounts of #6. Specific Product Sales not assigned an account number.

Paid Outs: Accounts and amounts of all money being paid out of restaurant to vendors or customers.

Reports



Sales Analysis (continued)

Promo & Allowances -			
Pizza Promo	247.37		5269.94
Surprise Promo			
Total Pizza Promo	247.37	51980000	5269.94
Beverage Promo	3.25		15.80
Total Beverage Promo	3.25		15.80
Pasta Promo	4.19		33.52
Total Pasta Promo	4.19		33.52
Appetiz Promo	1.98		30.40
Total Appetizer Promo	1.98		30.40
Dessert Promo			15.06
Total Dessert Promo			15.06
NoTaxSbv Promo			1.50
Total NoTaxSbv Promo			1.50
WingStreet Promo	4.68		56.97
Total WStreet Promo	4.68		56.97
Total Non-Pizza Promo	14.10	52980000	153.25
Total Promo	261.47		5423.19
Pizza Undeliverables	22.96		261.35
Total Pizza Allowances	22.96	51970000	261.35
Other Undeliverables	22.98		67.95
Total Other Allowances	22.98	52970000	67.95
Total Pizza & Other Allow	45.94		329.30
Total Promo & Allowances	307.41		5752.49

Promo & Allowances: Promos and allowances by category and amount.

Reports



Sales Analysis (continued)

Deposits -		
Deposit 1	396.36	5395.39
Total Deposits	396.36	5395.39
Receipts From Sales -		
May not include CC/GC tips		
Cash	435.28	5727.88
Check		311.42
Credit Card	705.54	9492.28
Unpaid Guest Checks		57.47
Total Rcpts from Sales	1140.82	15589.05

Deposits: Lists the number of deposits (1-6) and total of each.

Receipts From Sales: Tendered types and dollar amounts.

- Credit card and gift card tips are not counted as sales receipts.
- Unpaid Guest Check amounts if any, are automatically cashed out when SUS runs an automatic EOD and are included in this total.

Alt. Currency Summary -		
Summary -		
Gross Sales	1317.13	19726.09
Less Total Promo	307.41	5752.49
Net Sales	1009.72	13973.60
Voids (Cancels Not Made)		137.98
Unpaid Guest Checks -		

Summary:

Gross Sales: Net sales and total of promo and allowance.

Net Sales: Gross sales less promo and allowance.

Voids: Dollar amount of any transaction cancelled prior to being made.

Unpaid Guest Checks: Number and dollar value of all unpaid guest checks.

Special Sales Accounts: Tracks sales prior to 4 p.m., tax exempt sales, and hotel/motel sales.

- Tax exempt sales include all tax exempt sales in which the system requires a Tax ID number.
- Sales prior to 4 p.m. excludes gift cards, and premiums A and B.

Reports



Sales By CSR Report

The sales by CSR Report displays individual transaction details for a specified CSR, including Internet sales and sales from the Overflow Call Center.

Pizza Hut - Pizza Hut Inc.							
Sales By CSR Report							
Trade Area 80-Pizza Hut Inc.				For Bus.Date MON-11/13/17			
Unit Number 316780				Prepared 16:21 11/15/17			
SUS Release: 6.5				SUS Version: 3.2			
Android - DELIVERY							
Order Time	Talk Time	Tkt #	Gross \$	Promo \$	Net Sales	GC Avg	OpenCk Amt

08:30	00:01	2	27.55	0.00	27.55		
18:44	00:01	56	25.50	11.52	13.98		

	00:01	2	53.05	11.52	41.53	20.77	0.00
Android - CARRYOUT							

15:43	00:01	20	25.93	8.76	17.17		
17:25	00:01	35	20.05	4.06	15.99		

	00:01	2	45.98	12.82	33.16	16.58	0.00

TOTAL ALL OCCASIONS		4	99.03	24.34	74.69	18.67	0.00

Reports



Sales By CSR Report (continued)

Name and User ID: Name and User ID of CSR that performed the transaction.

Occasion: Sales occasion for the transaction section that follows.

Table #: Table number input by the CSR during Order Entry.

Order Time: Time the order was sent to the kitchen.

Cash Time: Time the order was cashed out at Cashout/Dispatch.

Total Mins: Total minutes between when the order was sent and when the order was cashed out. The column total line shows the average total minutes, or the total minutes divided by the total number of cashed out tickets for this occasion.

Gst: Number of guests input by the CSR during Order Entry. Total line shows total number of guests.

Tkt #: Ticket number assigned to this order. The column total line shows the total number of tickets, not including Cancelled Made (CM) and Cancelled Unmade (CU).

Gross \$: Gross sales for each specified ticket. The column total line shows Total Gross Sales for this CSR and occasion, including Cancelled Made (CM).

Promo \$: Promo dollars for the specified ticket. The column total line shows the total promo amount for this CSR and occasion, including Cancelled Made (CM).

Net Sales: Net Sales for the specified ticket. The column total line shows the Total Net Sales for this CSR and occasion.

GC Avg: The column total line shows the average of all Guest Checks for this CSR and occasion, or Total Net Sales divided by the number of tickets.

Guest Avg \$: Average dollars spent per guest, or Total Net Sales divided by the number of guests. The column total line shows the total average of Net Sales for each guest for this CSR and occasion.

OpenCk Amt: Total amount for the specified ticket that has not been cashed out, including taxes, Premiums, Gift Cards, and Delivery Charges.

Total: Column total line, as discussed in the explanations above.

Talk Time: Amount of time taken to input the order in SUS, from the time the occasion was selected to the time the order was sent to the kitchen. The column total line shows the average talk time for this CSR and occasion.

Reports



Sales By CSR Report (continued)

TOTAL ALL OCCASIONS	6	133.01	41.09	91.92	15.32	0.00		
SUMMARY ALL OCCASIONS								
	Talk	#	Ttl	Gross	Promo	Net	GC	Percent
	Time	Gst	Tkt	\$	\$	Sales	Avg	Net
Delivery	00:55		15	358.52	77.51	281.01	18.73	27.83
Carryout	00:36		43	879.78	211.31	668.47	15.55	66.20
Counter	00:27		8	74.83	18.59	56.24	7.03	5.56
DriveThru	00:14		1	4.00	0.00	4.00	4.00	0.39

Total	00:39		67	1317.13	307.41	1009.72	15.07	
Cancelled made (CM), including undeliverables, are excluded in ticket counts, but are included in sales.								
Cancel Unmades (CU) are excluded from ticket count and sales.								

Total All Occasions: Total of each occasion for this CSR.

Summary All Occasions: Summary of sales by occasion for specified CSR.

CM: Cancelled Made tickets.

CU: Cancelled Unmade tickets.