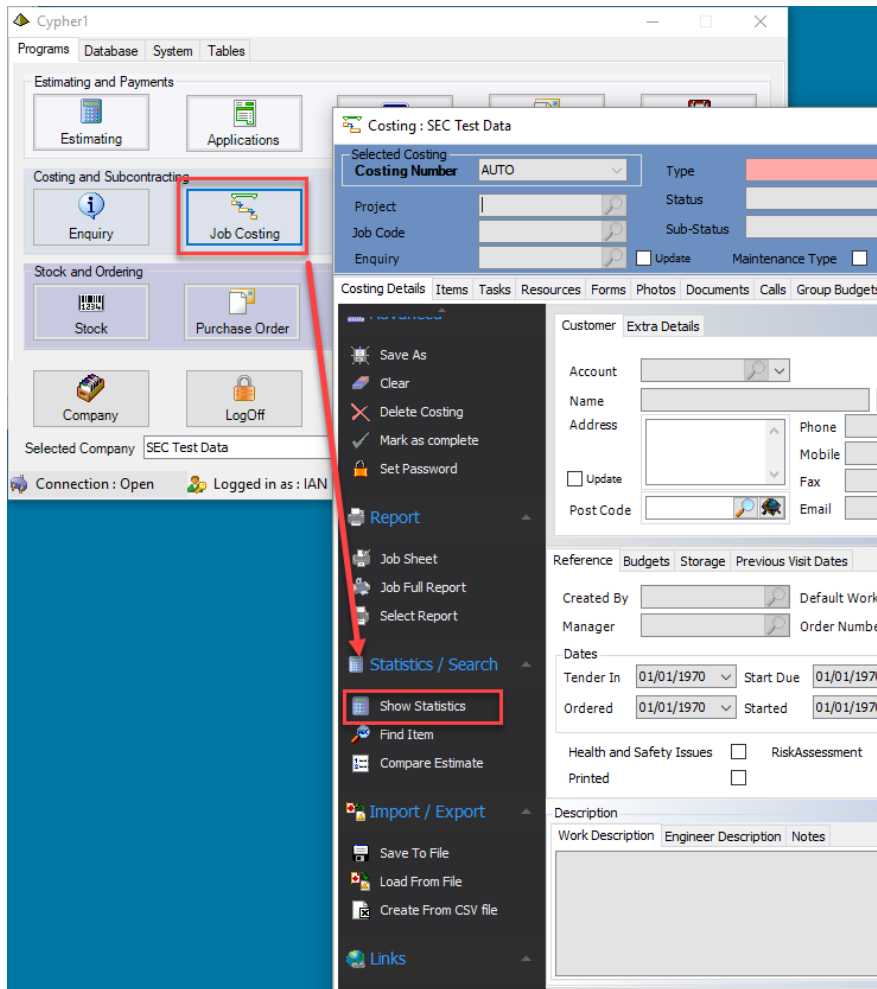


# Cypher 1 Working Notes 17 – Costing Statistics

This guide should help you through setting the search criteria and exposing the columns required.

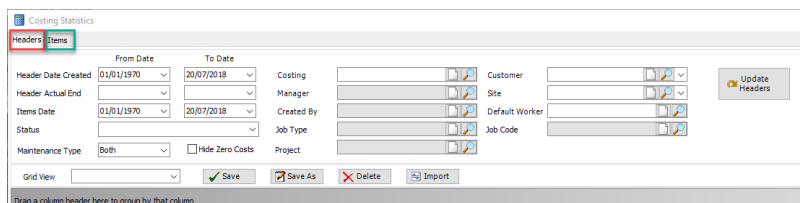
The Costing Statistics option is found on the **Costing Details** screen, under the **Statistics / Search** menu group, **Show Statistics**:



Once selected you are presented with the “Stats” screen.

By default, the **Header** tab will be open, presenting totalled figures from a range of Costings.

To view actual items, select the **Items** tab:



## Header Stats:

Firstly, in the **Header Date Created** fields, set the date range for the Costings created between two dates.

**This is an important range to understand as Costings created outside the dates entered, even if they contain items within the Items Date, will not be included!**

**DO NOT LEAVE THESE BLANK.**

Next enter the **Items Date** range, for the period you require the information.

**DO NOT LEAVE THESE BLANK.**

If you want to filter the results by;

- Costing **Status**
- **Maintenance Type** (if using Service Maintenance Add On)
- One Costing / Manager / Customer (etc.)

... use the spyglasses next to the relevant field to select your criteria.

When set, click the Update Headers button:

Costing Statistics

Headers Items

From Date To Date

Header Date Created 01/01/1970 20/07/2018

Header Actual End

Items Date 01/03/2018 31/03/2018

Status Active

Maintenance Type Both  Hide Zero Costs

Costing

Manager

Created By

Job Type

Project

Customer

Site

Default Worker

Job Code

Update Headers

Drag a column header here to group by that column

At the bottom of the screen you will see the number of Costing found that contain data matching your criteria, and a progress bar:

Selected Report

Show Preview

Run Report

Updating ...

Costings : 141

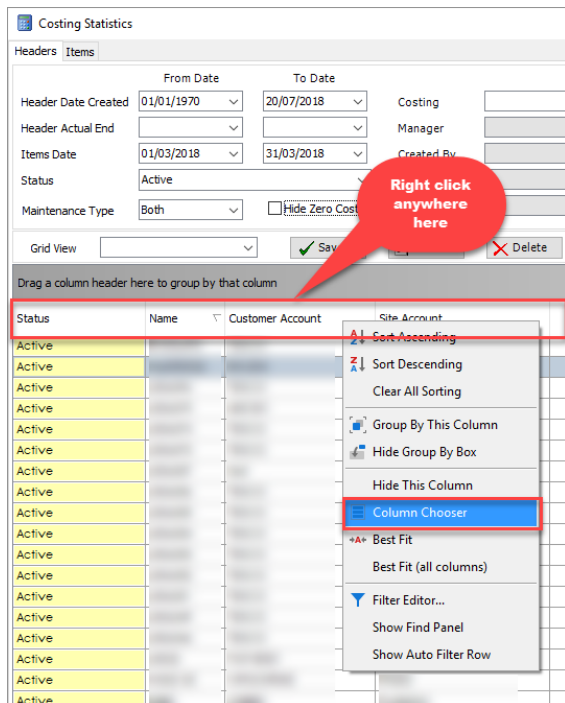
Once complete the Stats Grid will be populated with data!

## Column Choosing:

The most complex part of the Stats Grid is which columns to expose to produce the on-screen view required:

- For Active Costings a W.I.P?
- For Invoiced Costings a P & L?
- Uninvoiced completed Costings?

By right mouse clicking anywhere on the column header you will see the option of a **column chooser**:

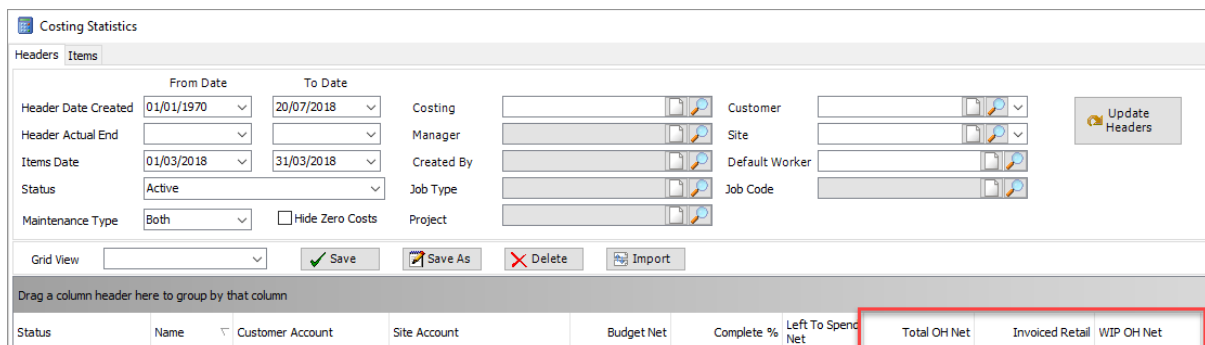


From here you have multiple options

**(NB. The standard system reports will NOT reflect the grids displayed or hidden).**

Once the columns are set to your liking, you can right click anywhere in it to **Print Grid**, or **Export to Excel**.

The level of detail involved here is too immense to cover in a Working Notes guide but an example of basic **W.I.P** is shown here:



And a **P & L** example:

Costing Statistics

Headers Items

From Date: 01/01/1970 To Date: 20/07/2018

Header Date Created: 01/01/1970 Header Actual End: Costing: Manager: Created By: Job Type: Project: Customer: Site: Default Worker: Job Code: Update Headers

Items Date: 01/03/2018 31/03/2018

Status: Active

Maintenance Type: Both Hide Zero Costs

Grid View Save Save As Delete Import

Drag a column header here to group by that column

Status	Name	Customer Account	Site Account	Budget Net	Complete %	Left To Spend Net	Total OH Net	Invoiced Retail	Invoiced Profit % From Costing	Invoiced Margin % From Costing
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From the Select Report option, there are many pre-set reports, and we are happy to quote on personalised reports on request.

Look for the reports that mention Statistics as they are specific to the data ranges you have set:

- Costing Detail By Data Type.rst
- Costing Detail By Group.rst
- Costing Detail Summary.rst
- Costing Forecast.rst
- Costing Full Report.rst
- Costing Header Statistics Basic.rst
- Costing Header Statistics.rst
- Costing Item Statistics.rst
- Costing Job Sheet.rst
- Costing KPI From Statistics.rst
- Costing List.rst
- Costing Outstanding Invoices.rst
- Costing P&L report.rst
- Costing Performance Statistics.rst
- Costing Photo.rst
- Costing Signature.rst
- Costing Statistics Worker Hours By Worker.rst
- Costing Summary.rst
- Costing Task Time Compare.rst
- Costing WIP report.rst