

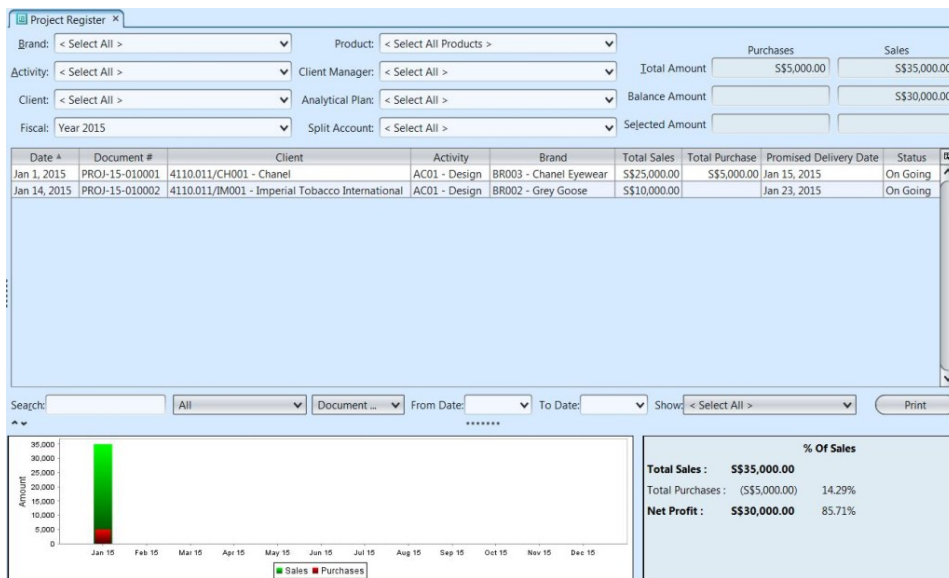
# Project Register

One of an important feature of Samooha PMM is to review the projects summary using different filters. The main filters to see the list of projects, revenues and costs are; Brand, Product, Activity, Client, Client Manager, Split Account etc.

Below are available actions for the user from **“Project Register”**:

 View and print projects’ summary

 View details of a project



Date	Document #	Client	Activity	Brand	Total Sales	Total Purchase	Promised Delivery Date	Status
Jan 1, 2015	PROJ-15-010001	4110.011/CH001 - Chanel	AC01 - Design	BR003 - Chanel Eyewear	\$25,000.00	\$5,000.00	Jan 15, 2015	On Going
Jan 14, 2015	PROJ-15-010002	4110.011/IM001 - Imperial Tobacco International	AC01 - Design	BR002 - Grey Goose	\$10,000.00		Jan 23, 2015	On Going

% Of Sales	
Total Sales :	\$35,000.00
Total Purchases :	(\$5,000.00) 14.29%
Net Profit :	\$30,000.00 85.71%

Field Name	Explanation	Mandatory Information
Brand	Select a brand	N
Product	Select a product	N
Activity	Select an activity	N
Client Manager	Select a client manager	N
Client	Select a client	N
Analytical Plan	Select a analytical channel	N
Fiscal	Select a fiscal year	Y
Split Account	Select a split account	N
Date	Date of the document	Y
Document #	Documents code / number	Y
Client	Client code and name	Y
Activity	Type of activity of the project	Y
Brand	Brand of customer’s of the project	Y
Total Sales	Project total sales value	Y
Total Purchase	Project total purchase value	N

Promised Delivery Date	Promised date to deliver the project	Y
Status	Status of the project	Y

## View and Print Projects' Summary:

1. Enter search parameters to filter listed project documents using the drop-down lists at the top of screen. For example, select a brand or type in the brand name in the **"Brand"** drop-down list at the top left of screen. User can also select all brands from the list
2. Enter search parameter to filter listed project documents, i.e. type in the document number in the search textfield box at the bottom left of the screen

The screenshot shows the 'Project Register' window. At the top, there are several filter dropdowns: Brand, Product, Activity, Client Manager, Client, Analytical Plant, Fiscal (Year 2015), and Split Account. To the right, there are summary boxes for Purchases and Sales, showing Total Amount, Balance Amount, and Selected Amount. Below the filters is a table with columns: Date, Document #, Client, Activity, Brand, Total Sales, Total Purchase, Promised Delivery Date, and Status. The table contains two rows of data. At the bottom, there is a search bar, a 'Document #' dropdown, 'From Date' and 'To Date' fields, a 'Show' dropdown, and a 'Print' button. Below the search bar is a bar chart showing Sales (green) and Purchases (red) over time. To the right of the chart is a summary box with the following data:

% Of Sales	
Total Sales :	\$335,000.00
Total Purchases :	(\$55,000.00) 14.29%
Net Profit :	\$330,000.00 85.71%

3. Enter **"From Date"** and **"To Date"** at the bottom of screen to further filter the listed projects within certain period of time

4. User can also filter the project documents listed by the different status (e.g. **"Recognized"**, **"Completed Date"**, **"On Going"**, **"Completed"**, etc) from the drop-down list at the bottom of the screen

This screenshot shows the same interface as the previous one, but with the 'Document #' dropdown menu open. The menu options are: Document Date, Promised Date, Completed Date, and Recognized Date. The search bar and other filters remain the same.

5. Total amount of listed projects' purchases and

sales were shown at the top right of screen. At the bottom right of screen, user can also see these values as percentage of total sales figures

6. Click **“Print”** button at bottom right of screen to print summary of projects

The screenshot displays the 'Project Register' application interface. At the top, there are several filter dropdown menus for Brand, Product, Activity, Client Manager, Client, Analytical Plan, Fiscal, and Split Account. A summary table on the right shows financial data: Total Amount (Purchases: S\$5,000.00, Sales: S\$35,000.00), Balance Amount, and Selected Amount. Below the filters is a table with columns: Date, Document #, Client, Activity, Brand, Total Sales, Total Purchase, Promised Delivery Date, and Status. The table contains two rows of data. At the bottom left, there is a bar chart showing Sales (green) and Purchases (red) over time. At the bottom right, a summary box shows: Total Sales: S\$35,000.00, Total Purchases: (S\$5,000.00) 14.29%, and Net Profit: S\$30,000.00 85.71%. A 'Print' button is located at the bottom right of the interface.

Date	Document #	Client	Activity	Brand	Total Sales	Total Purchase	Promised Delivery Date	Status
Jan 1, 2015	PROJ-15-010001	4110.011/CH001 - Chanel	AC01 - Design	BR003 - Chanel Eyewear	S\$25,000.00	S\$5,000.00	Jan 15, 2015	On Going
Jan 14, 2015	PROJ-15-010002	4110.011/IM001 - Imperial Tobacco International	AC01 - Design	BR002 - Grey Goose	S\$10,000.00		Jan 23, 2015	On Going

	Purchases	Sales
Total Amount	S\$5,000.00	S\$35,000.00
Balance Amount		S\$30,000.00
Selected Amount		

	% Of Sales
Total Sales :	S\$35,000.00
Total Purchases :	(S\$5,000.00) 14.29%
Net Profit :	S\$30,000.00 85.71%

7. Click on the down arrow sign on the bottom left of screen to hide the graph. Click on the up arrow sign on the bottom left of screen to show the graph again.

## View Details of a Project:

1. Enter search parameter to find a project document, i.e. type in the document number in the search textfield box at the bottom left of the screen

2. Right click on a project document (row), it will pop up option window. Select **“Show Project Details”** option to open the project document details

**Project Register**

Brand: < Select All >    Product: < Select All Products >

Activity: < Select All >    Client Manager: < Select All >    Total Amount: Purchases \$55,000.00    Sales \$335,000.00

Client: < Select All >    Analytical Plan: < Select All >    Balance Amount:    \$330,000.00

Fiscal: Year 2015    Split Account: < Select All >    Selected Amount:    \$510,000.00

Date	Document #	Client	Activity	Brand	Total Sales	Total Purchase	Promised Delivery Date	Status
Jan 1, 2015	PROJ-15-010001	4110.011/CH001 - Chanel	AC01 - Design	BR003 - Chanel Eyewear	\$25,000.00	\$55,000.00	Jan 15, 2015	On Going
Jan 14, 2015	PROJ-15-010002	4110.011/M001 - Imperial Tobacco International	AC01 - Design	BR003 - Chanel Eyewear	\$10,000.00		Jan 23, 2015	On Going

[Show Project Details](#)

Search: proj-15    All    Document ...    From Date:    To Date:    Show: < Select All >    Print

Month	Sales	Purchases
Jan 15	335,000	55,000

**% Of Sales**

**Total Sales :** \$335,000.00

Total Purchases: (\$55,000.00) 14.29%

**Net Profit :** \$330,000.00 85.71%