



Technology From another World

ALIEN **WARP**[∞] HELP FILES



COMPANY PORTAL REPORTS AND OLAP

Alien Reports and OLAP option in COMPANY PORTAL

How do I Use the Portal functions.

- 1) Type <https://reports.aliens.co.za> into your browser and log in with your access details

DEMO

.....

☒ Remember me

LOG IN

Welcome!

Here you are able to view your account information as well as get the necessary reports for your day to day business needs.

All you need to do is call us and within a few minutes you will have access.

2) Your Company Dashboard will open with a summary quick stat as well as month Sales / Stock on hand account balance of the current month

Dashboard Account Reports Custom Reports Custom Functions

Dashboard

Quick Information

Company Code	MOSH
Company Name	
Telephone Number	
E-mail	
Billing E-mail	

Account Balance

View last invoice	
Current balance	

Monthly Sales (July 2024)

	Ex. vat	Incl. Vat
Cost Price	2,380.76	2,380.76
Retail Price	2,805.09	2,805.09
Units Sold	126.00	

Current Stock On Hand

	Ex. vat	Incl. Vat
Cost Price	4,970,791.05	5,666,701.79
Retail Price	7,918,639.98	9,027,249.58
Items OH	444,277.95	

Quick Stats 15.13

Avg Mark Up	1.18
Avg Units per Sale	25.20
Avg Spend per Sale	22.26
Avg Cost per Sale	18.89

2

3) On the Detail tabs you can view your Account overview information which can be edited

Dashboard Account Reports Custom Reports Custom Functions

Dashboard

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Information Statements

3

Account Overview

Account# EDIT DETAILS

Personal Details

Name:

Surname:

Company Details

Company Name:

VAT Number:

Address

Physical Address:

Postal Address:

Contact Numbers

Telephone:

Cellphone:

Email Addresses


Email:

Account Email:

- 4) On the same drop-down select the Statements option to display the latest account statement.

Statement

From 17 June 2024 To 17 July 2024



Statement

Alien Automation Technologies Consitants CC Date: [[Date]]
Account #: [[CardNo]]

Statement

Date: [[Date]]
Account #: [[CardNo]]

Bill To:		Account Summary	
[[Name]] [[Surname]]	120 days	[[+120 Days]]	
[[BusName]xx]	90 days	[[90 Days]]	
[[Address 1]] [[Address 2]]	60 days	[[60 Days]]	
[[Address 3]] [[PostCode]]	30 days	[[30 Days]]	
Tel: [[Tel]]			
Email: [[Email]]			
		Current	[[Current]]
		Payable now	[[PayableNow]]

Date	Inv #	Description	Amount	Balance
Balance brought forward				[[BBFwd]]
[[TDate]]	[[Doc#]]	[[Label]]	[[Amount]]	[[Balance]]
Current Balance				[[Grand Total]]

Your Current balance is [[Grand Total]], please make your payment to cover the balance by the due date.

- 5) From the Reports drop-down menu you will be able to get reports on Sales / Sales summary / Grouped sales / Cash-ups / Stock / Orders / Prices / Subaccounts and OLAP which can be saved to excel / PDF or just printed.

Dashboard Account Reports Custom Reports

Sales Report

Date

From 17 July 2024

To 17 July 2024

Option

☐ Group By Product

☐ Group By Stock Code

☐ Group By Item Comment

☒ Show Sales

☐ Show Open Quotes

☐ Show Closed Quotes

☐ Show Cancelled Quotes

☐ Show Customers

☐ Include Laybuys

☐ Exclude Account Sales

☐ Sub-Account

Order by

☒ Date

☐ Stock Code

☐ Description

☐ Store

Location

☐ Bersig Service Station - MOSW

☐ Mosh Belville - MOSS

☐ Test - MOSD

☐ Thienis (Laptop Admin) - MOSA

5

Sales

Sales Summary

Grouped Sales

Cash Ups

Stock

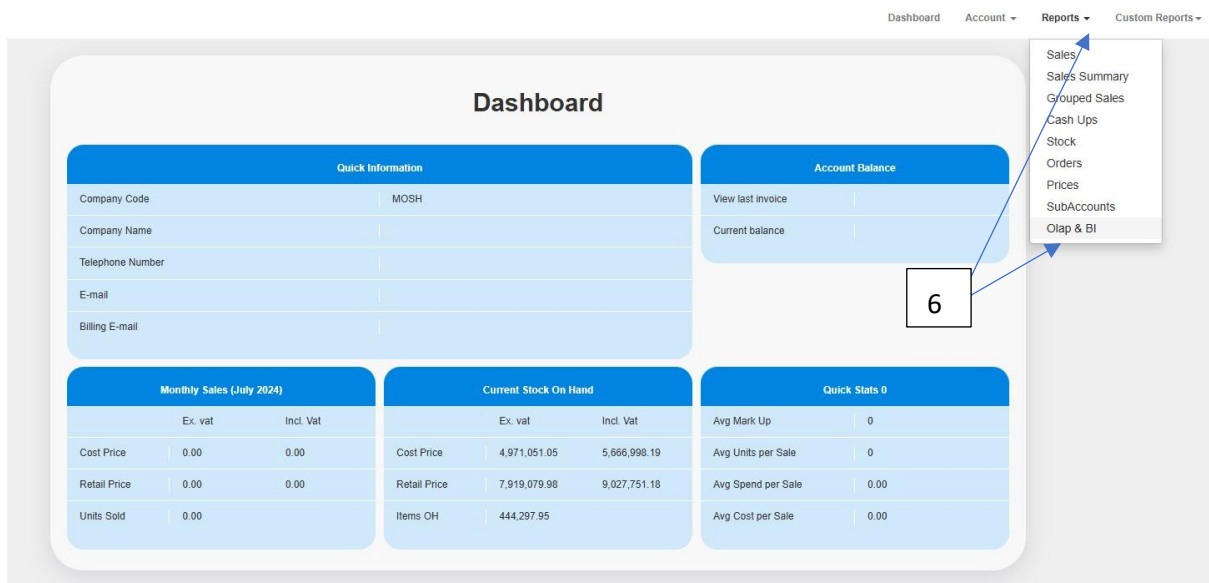
Orders

Prices

SubAccounts

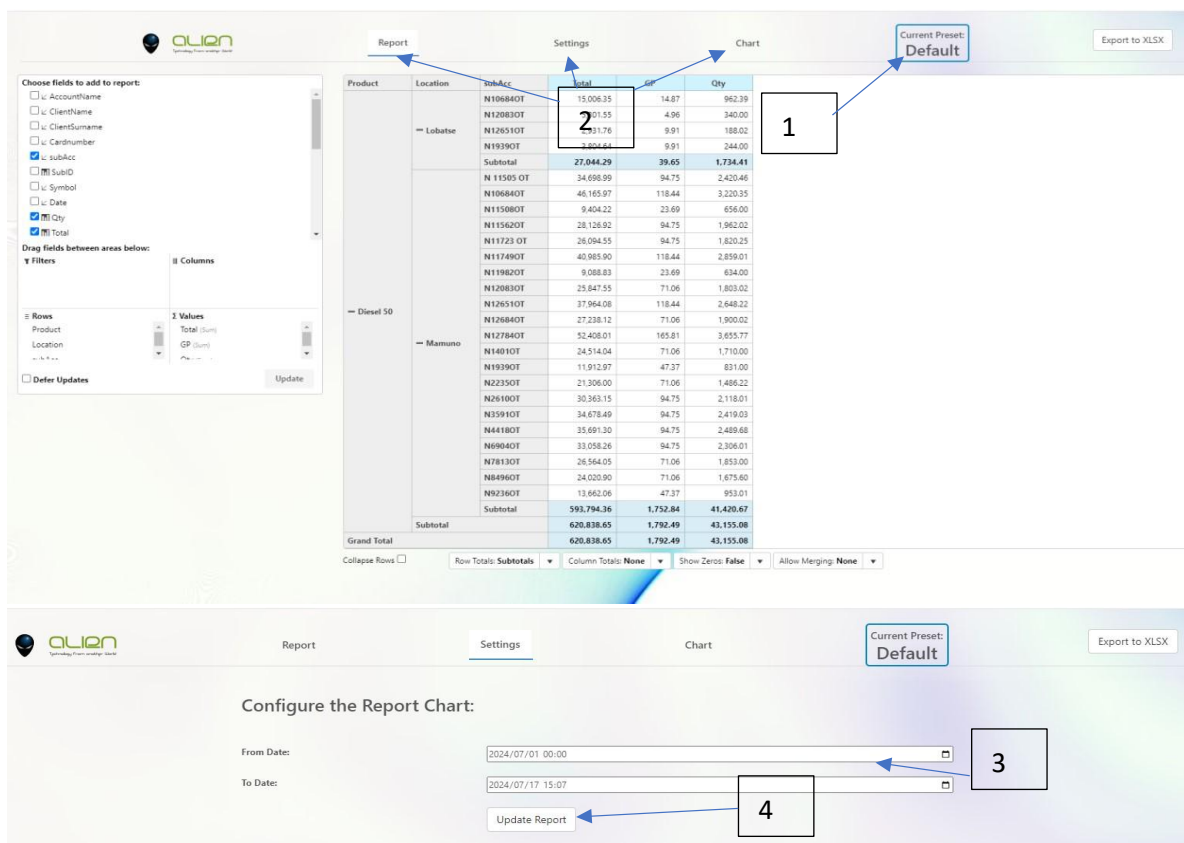
Olap & BI

- 6) To access the Online Analytical Processing functionality, click on the reports drop down and then on the OLAP option.



How do I use the OLAP Functionality in my Portal

- 1) The page will be displayed with a default set of fields selected which can be changed by selecting and de-selecting the options as in number (5)
- 2) On the top banner you can under the settings tab select the dates and also revert to the Report in table or graph /Chart format



- 3) Start to set-up your report by setting the dates under the settings tab.
- 4) Click the update button.

Choose fields to add to report:

- ☐ AccountName
- ☐ ClientName
- ☐ ClientSurname
- ☐ Cardnumber
- ☒ subAcc
- ☐ SubID
- ☐ Symbol
- ☐ Date
- ☒ Qty
- ☒ Total

Drag fields between areas below:

Filters

Rows

- Product
- Location

Columns

- Total (sum)
- GP (sum)
- Qty

☐ Defer Updates

Product	Location	subAcc	Total	GP	Qty
Lobatto		N106840T	15,006.35	14.87	962.39
		N120830T	5,301.55	4.96	340.00
		N126510T	2,931.76	9.91	188.02
		N19390T	3,804.64	9.91	244.00
		Subtotal	27,044.29	39.65	1,734.41
Diesel 50		N11505 0T	94.75	2,420.46	
		N106840T	118.44	3,220.35	
		N115080T	23.69	656.00	
		N115620T	94.75	1,962.02	
		N11723 0T	26,094.55	94.75	1,820.25
		N117490T	40,985.90	118.44	2,859.01
		N119620T	9,088.83	23.69	634.00
		N120830T	25,847.55	71.06	1,803.02
		N126510T	37,964.08	118.44	2,648.22
		N126840T	27,238.12	71.06	1,900.02
Mamuno		N127840T	52,408.01	165.81	3,655.77
		N14010T	24,514.04	71.06	1,710.00
		N19390T	11,912.97	47.37	831.00
		N22350T	21,306.00	71.06	1,486.22
		N26100T	30,363.15	94.75	2,118.01
		N35910T	34,678.49	94.75	2,419.03
		N44180T	35,691.30	94.75	2,489.68
		N69040T	33,058.26	94.75	2,306.01
		N78130T	26,564.05	71.06	1,853.00
		N84960T	24,020.90	71.06	1,675.60
	N92380T	13,662.06	47.37	953.01	
	Subtotal	593,794.36	1,752.84	41,420.67	
	Subtotal	620,838.65	1,792.49	43,155.08	
	Grand Total	620,838.65	1,792.49	43,155.08	

Collapse Rows ☐ Row Totals: Subtotals Column Totals: None Show Zeros: False Allow Merging: None

- 5) Edit the report by selecting and de-selecting the default fields to get what you would like to be in your report.
- 6) To add subtotals etc. to you report select the options below the table.

Product	Date	subAcc	Total	Qty	GP
— Diesel 50	— 7/1/2024	N12083OT	8,558.56	597.01	23.69
		Subtotal	19,428.31	1,355.24	71.06
		N10684OT	7,644.23	533.23	23.69
		N12784OT	3,225.53	225.00	23.69
	— 7/2/2024	N10684OT	5,074.83	325.46	4.96
		N4418OT	9,289.10	647.97	23.69
		Subtotal	29,144.18	2,004.44	76.02
		N3591OT	7,182.33	501.01	23.69
		N11749OT	7,597.92	530.00	23.69
	— 7/3/2024	N 11505 OT	6,472.86	451.52	23.69
		N6904OT	8,257.36	576.00	23.69
		N12684OT	7,812.96	545.00	23.69
		N11508OT	9,404.22	656.00	23.69
		Subtotal	57,662.33	4,022.29	165.81
		N1401OT	7,597.92	530.00	23.69
	— 7/4/2024	N12784OT	9,357.91	652.77	23.69
		N12651OT	8,712.96	611.00	23.69
		N2235OT	5,312.96	371.22	23.69
		N11723 OT	4,212.96	293.30	23.69
		N7813OT	9,748.28	680.00	23.69
	— 7/5/2024	Subtotal	24,674.88	1,690.85	76.02
		N10684OT	5,400.25	346.33	4.96
		N2610OT	7,884.64	550.00	23.69
		N10684OT	10,724.54	748.10	23.69
	— 7/6/2024	Subtotal	18,609.17	1,298.10	47.37
		N11562OT	6,929.45	483.37	23.69
		N11749OT	10,665.76	744.00	23.69
		N12784OT	8,744.78	610.00	23.69
		N12651OT	6,723.44	469.00	23.69
		N1939OT	2,766.79	193.00	23.69
		Subtotal	49,449.27	3,449.38	165.81

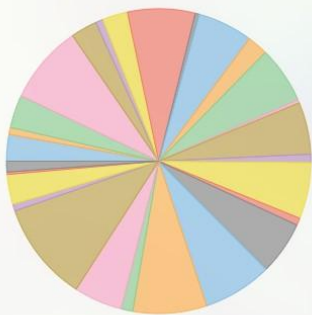
- 7) Depending on the fields and criteria you selected, the report will be displayed with more detail. Date / Sub account / subtotal.



- 8) Select the Chart view to see the report in a different chart format. As you change or update the fields, the chart will update.
- 9) The report can be saved in Excell.

Pie Chart view

Total; Qty; GP by Product; Date; Location



- Diesel 50; 7/1/2024; Mamuno
- Diesel 50; 7/2/2024; Lobatse
- Diesel 50; 7/2/2024; Mamuno
- Diesel 50; 7/3/2024; Mamuno
- Diesel 50; 7/4/2024; Mamuno
- Diesel 50; 7/4/2024; Lobatse
- Diesel 50; 7/5/2024; Mamuno
- Diesel 50; 7/6/2024; Mamuno
- Diesel 50; 7/7/2024; Lobatse
- Diesel 50; 7/7/2024; Mamuno
- Diesel 50; 7/8/2024; Mamuno
- Diesel 50; 7/9/2024; Mamuno
- Diesel 50; 7/9/2024; Lobatse
- Diesel 50; 7/10/2024; Mamuno
- Diesel 50; 7/10/2024; Lobatse
- Diesel 50; 7/11/2024; Mamuno
- Diesel 50; 7/11/2024; Lobatse
- Diesel 50; 7/12/2024; Mamuno
- Diesel 50; 7/13/2024; Mamuno
- Diesel 50; 7/14/2024; Mamuno
- Diesel 50; 7/15/2024; Mamuno
- Diesel 50; 7/16/2024; Mamuno
- Diesel 50; 7/17/2024; Mamuno
- Diesel 50; 7/18/2024; Lobatse
- Diesel 50; 7/18/2024; Mamuno
- Diesel 50; 7/19/2024; Lobatse