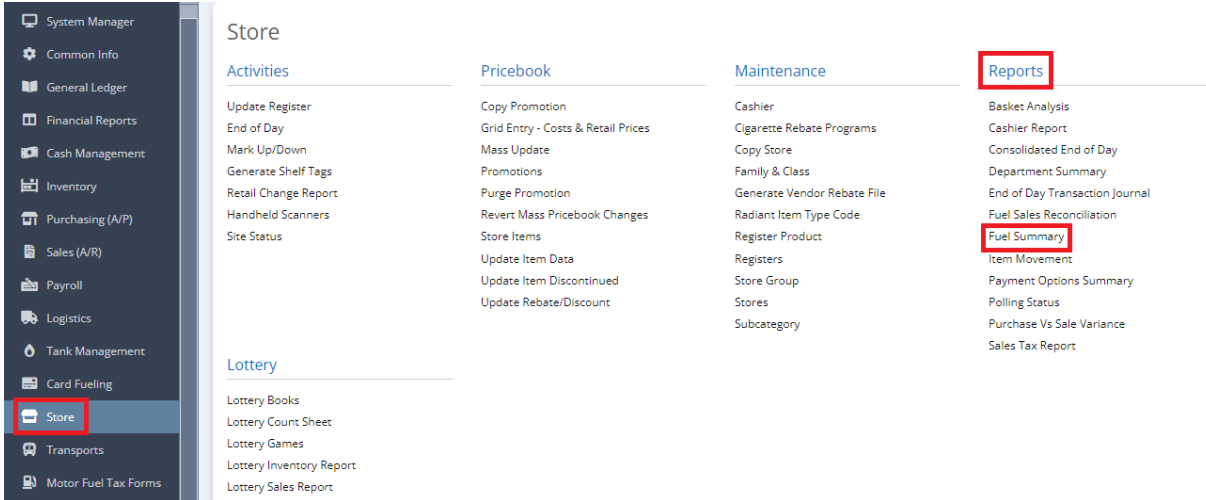


Fuel Summary

- This screen is used for generating a report for fuel item available in a store.

Steps for generating Fuel Summary Report:

1. Go to **Store Report Fuel Summary**



2. This screen will be prompted next:

A screenshot of a 'Fuel Summary Report' dialog box. It has a title bar with a minus and close button. Below the title bar are 'Generate' and 'Close' buttons. The main area is titled 'Details' and contains several input fields: 'Store Group', 'Store', 'Region', and 'District', each with a dropdown arrow. Below these are radio buttons for 'Transaction Type' with options 'All' (selected), 'Posted', and 'Unposted'. There are also date pickers for 'End of Day Date From' and 'To', a checkbox for 'Comparatives', and another set of date pickers for 'Compare Range From' and 'To'.

3. Select Either **Store Group** or **Store** and Supply information by clicking the dropdown button.
4. Select the **District** and **Region** you want to see in the report by clicking the dropdown button.
5. Select the **Transaction Type** (All, Posted & Unposted) you want to see in the report.
6. Select the **End of Day Date From and To** you want to see in the report.
7. Check box if its **Comparatives**.
8. Select the **Compare Range From and To** you want to see in the report.
7. Select **Generate** button to proceed.

Fuel Summary Report

Generate

Close

Details

Store Group

Store

200

Region

Grady

District

Lawton

Transaction Type:

All

Posted

Unposted

End of Day Date From

1/1/2023

To

6/30/2023

Comparatives

☒

Compare Range From

1/2/2023

To

6/28/2023