



*Ensite ProTM Office
Furniture Edition
Project Management
and Reporting*

EnsiteProTM
Office Furniture Edition

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Project Management

The Project Management feature is designed to let you quickly find and report on specific information about any part of a project. This feature allows anyone within your company to report on a variety of important information. For example, you can view when an item is due for delivery, an order's acknowledgment information, an order's status, and which items have been added to an order. There are multiple levels at which you can report, including project, project detail, invoice detail, P/O summary and P/O detail.

You can view overall project, invoice and item information. You can also view purchase order summary and detail. This feature lets you view both open and closed furniture orders. Since a project may span several months, you have the option of viewing project information from sales journals. This can help when you need to view analysis information. Once you finish setting limits for the information to view, you can easily save your changes. The next time you run the same report, choose the report selection. (You can enter a Project Management Password in the Parameter Editor window.)



When you report, you can select each of the following:

- **Level on Which to Report:** Each level contains different information on the project, invoice or item. You select the report level according to which type of information to view. For example, to view the gross profit and total cost of all open projects, choose the project level. To view the items that have been shipped but not received, choose the invoice level.
- **Limits for the Report.** Limits allow you to define which information is included. For example, you could limit the information to a specific salesperson. Limits are specified as ranges. Several ranges may be specified. When several ranges of limits are used, the information must fall within every range to be included. You should keep in mind that the more sorts and limits you use, the longer it takes to gather the information. You can limit with the Primary fields, Date fields, P/O fields and Other fields.

After you finish setting your level and limits, you can save your changes. If you save your selections, the next time you run this report, you simply click the down arrow in the Limit Names box and choose the report selection.

Tracking Furniture Projects

Tracking furniture projects is easier than ever in Ensite Pro.

- 1 Double-click . The Furniture Menu opens.
- 2 Double-click . The Furniture Project Management window opens, displaying the Field Limits tab. See Figure 1.
- 3 Click the Options menu, and click Show History and Show Job Cost to view these options in Project Management.

The Show History feature lets you select from the sales journals listed in the (LGA) Sales Journals Parameters screen and the JOUR-PO files.

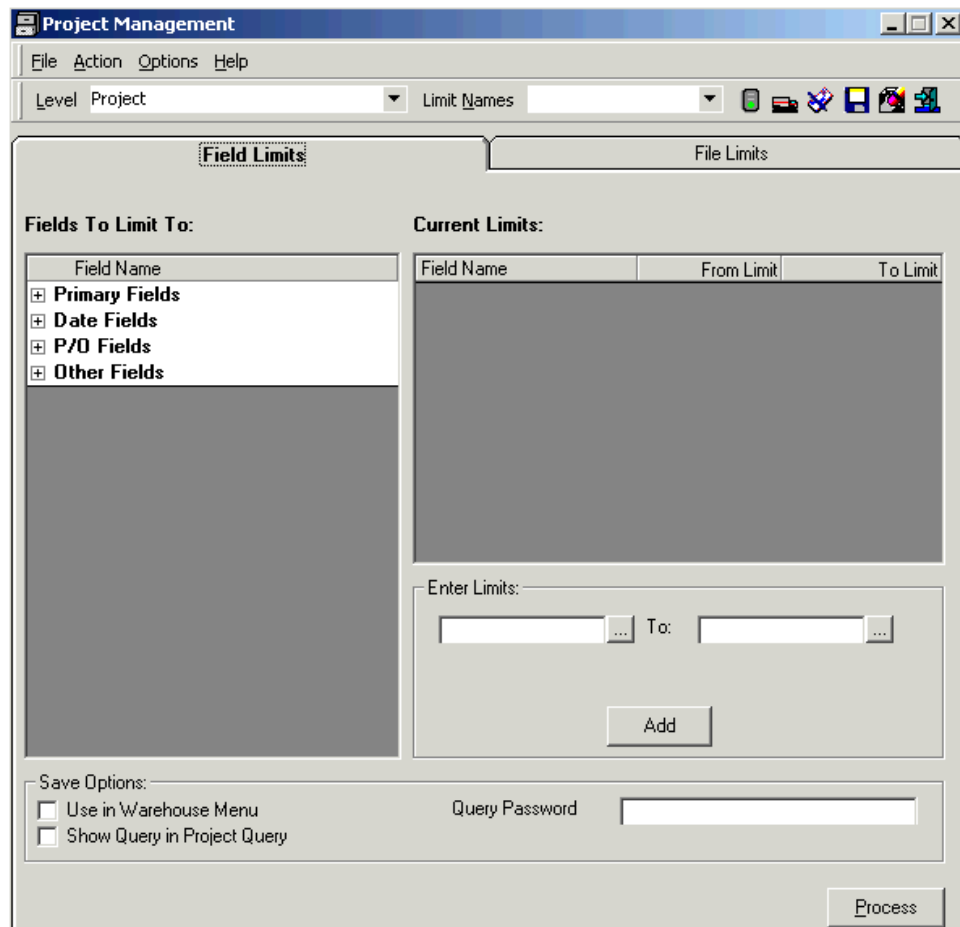


Figure 1: The Furniture Project Management Field Limits Tab

The Job Cost feature is not included in all software packages and require authorization. For more information, contact ECI² sales.

Note: Job Costing information is available if you use the Ensite Pro Job Costing feature.

- 4 Click the File Limits tab, as shown in Figure 2, and display the files for which to view information. To view line item specials, be sure the Include Specials box is checked.
- 5 Click the Field Limits tab to begin settings limits.
- 6 In the Level list box, click the down arrow and select the level to view.
- 7 Next, set limits for the information to view. You do this using the Primary Fields, Date Fields, PO Fields, and Other Fields options. Click the + (plus sign) to the left of each option to view the information by which you can limit.
- 8 Click the option by which to limit, Project Number, for example. On the right side of the window, there are two limit boxes, a From and a To box. Click the From box and enter the beginning limit in the range. You can also click [...] to open the Project Query dialog box.

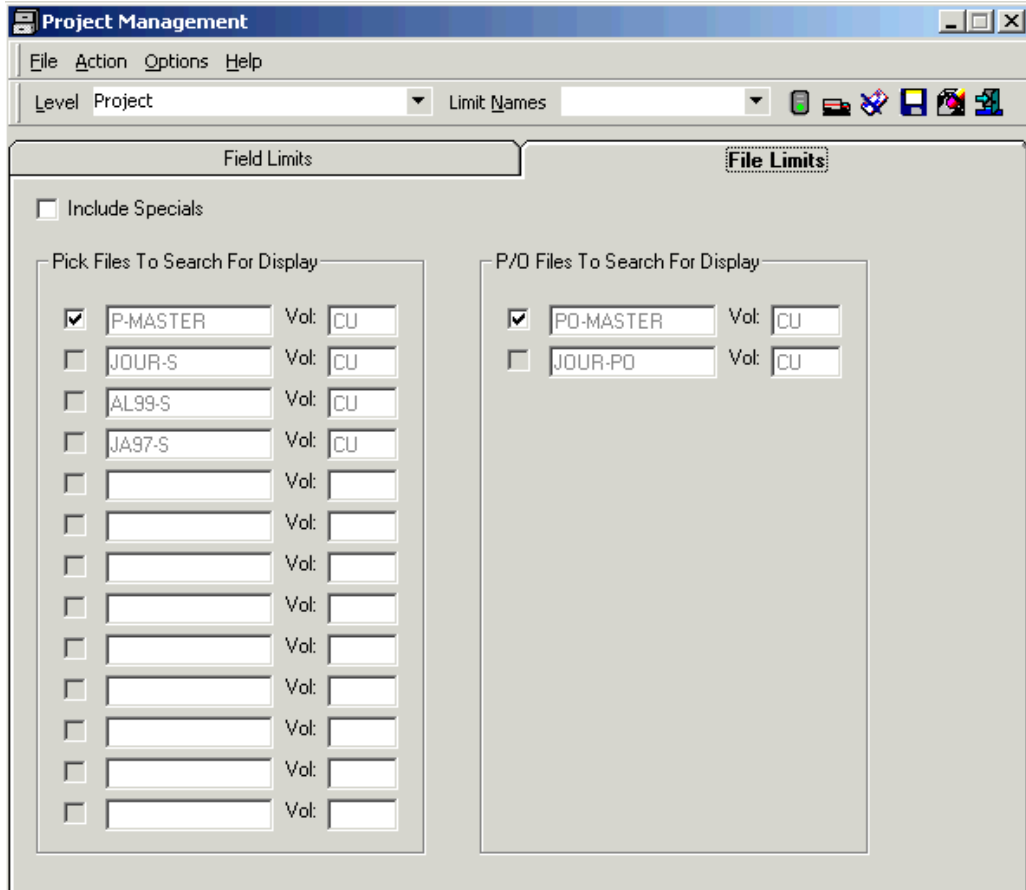




Figure 2: The Furniture Project Management File Limits Tab

- 9 Click the To box and enter the ending limit in the range. You can also click  to open the Project Query dialog box.
- 10 After you set the range for each limit, click Add. The system displays the limit you set in the Current Limits section of the dialog box. You can continue to set as many limits as necessary. If you make a mistake setting limits to begin again, click Clear Fields. All the boxes are cleared, so you can set different limits.
- 11 After you choose the level and specify the limits, you can save your selections. To do so, click  or type **Ctrl + S**.
- 12 When the Saving Limits window opens, enter the name of this selection and click OK. For example, if you were viewing open orders, you could enter OPEN ORDERS.

Note: If you save your selections, the next time you view the same information, click the down arrow in the Limit Names list box and choose the name of the selection.

- 13 When you finish setting limits, click Process. The first dialog box opens depending on the level you specified.

If you selected to view projects, the Project Summary dialog box opens first. This dialog box displays current project detail.

If you specified to view project detail, the Project Detail dialog box opens first. This dialog box displays the invoices on a specific project.



If you specified to view the invoice detail, the Invoice Detail dialog box opens first. This dialog box displays information for a specific invoice on the project. This dialog box also lets you right-click to perform various functions.

If you selected to view purchase order summary, the P/O Summary dialog box opens first. This dialog box displays purchase order summary.

If you selected to view purchase order detail, the P/O detail dialog box opens first. This dialog box displays the purchase order detail.

Note: You can easily move a column of information from one area to another in both the Project Detail and Item List dialog boxes.

- 14 To view additional detail, click Show Detail. The system displays the next level of information for you to view.
- 15 If you specified to view job costing, you can right-click and select the Show Cost Detail option. The Job Cost Detail dialog box opens. When you finish viewing job costing detail, click Close.

- 16 If you specified to view order history, when the Invoice Detail dialog box opens, you can also right-click and select Order History to open the O/E History window.
- 17 To view order detail, when the Invoice Detail dialog box opens, right-click and select View Detail/Statistics. The Order Detail dialog box opens. You can use this dialog box to enter a shipping address as well as start of order (AAAA) or end of order (ZZZZ) specials. When you finish, click Update.
- 18 The last dialog box lets you view specific item information. This dialog box is called the Item Detail dialog box. You can use this dialog box to change the estimated delivery and actual delivery dates, the estimated installation and actual installation dates, as well as the tag number and tag description.
- 19 You can use the Select Fields button to change the columns of information that appear in each dialog box. For example, to remove the gross profit percentage column from the Current Projects dialog box, you can click Select Fields and uncheck the GP% box.
- 20 To print the information in any of the dialog boxes, click Print Preview. The system opens the Print Preview window so you can view the report on the screen.
- 21 You can print the information or export it to a file.
 - 21.1 To print the report, click . When the Printer dialog box opens, specify the print information. (The Print dialog box displays network printers. Be sure the printer you select is available in your network settings.)
 - 21.2 To export the information, click  Export To File. In the Select Save File dialog box, specify a file name to export the report to a spreadsheet.
- 22 When you finish viewing project detail, click Exit to close the Furniture Project Management window.


Viewing Active Orders for a Range of Salespersons



This example illustrates how to view all open orders for a range of salespersons.

- 1 Go to the Furniture Project Management window.
- 2 Since this example is limited to a range of salespersons, click + (plus sign) to the left of the Primary Fields option.
- 3 Click Salesperson to highlight it and then click the From box and enter the beginning of the range, 461, for example.

- 4 In the corresponding To box, enter the end of the range, 500, for example.




Note: If you don't know the salesperson numbers by which to limit, you can click  to open the Salesperson Query dialog box and retrieve the salesperson.

- 5 When you finish setting the limits, click Add. The system displays the limits you set in the Current Limits section of the dialog box.
- 6 Since this example limits to all active files for these salespersons, click the Other Fields option.
- 7 Click + (plus sign) to the left of the Other Fields option to display all the available limits.
- 8 Click the Backordered Items on a P/O, But Not Received option to highlight it. This limits to all the items that are on a purchase order, but have not been received.
- 9 Click Add to add this limit to the Current Limits section of the dialog box.
- 10 At this point, you can save your limits. To do so, click . When the Saving Limits window opens. Enter the name of this selection and click OK. For example, you could name this selection SLSM or OPEN ORDERS FOR SALESMAN 461 TO 500.
- 11 When you finish setting limits, click Process. The Project Summary dialog box opens. This dialog box displays current project detail.
- 12 To view additional detail, click the line for which to view information, and click Show Detail. The system displays the next level of information for you to view.
- 13 The last dialog box lets you view specific item information. This dialog box is called the Item Detail dialog box. You can use this dialog box to change the estimated delivery and actual delivery dates, the estimated installation and actual installation dates, as well as the tag number and tag description.
- 14 You can use the Select Fields button to change the columns of information that appear in each dialog box. For example, to remove the gross profit percentage column from the Current Projects dialog box, you can click Select Fields and uncheck the GP% box.

- 15 You can print the information or export it to a file.
 - 15.1 To print the report, click . When the Printer dialog box opens, specify the print information. (The Print dialog box displays network printers. Be sure the printer you select is available in your network settings.)
 - 15.2 To export the information, click  **Export To File**. In the Select Save File dialog box, specify a file name to export the report to a spreadsheet.
- 16 When you finish viewing the detail, click Exit.

Marking and Billing Items for Partial Delivery

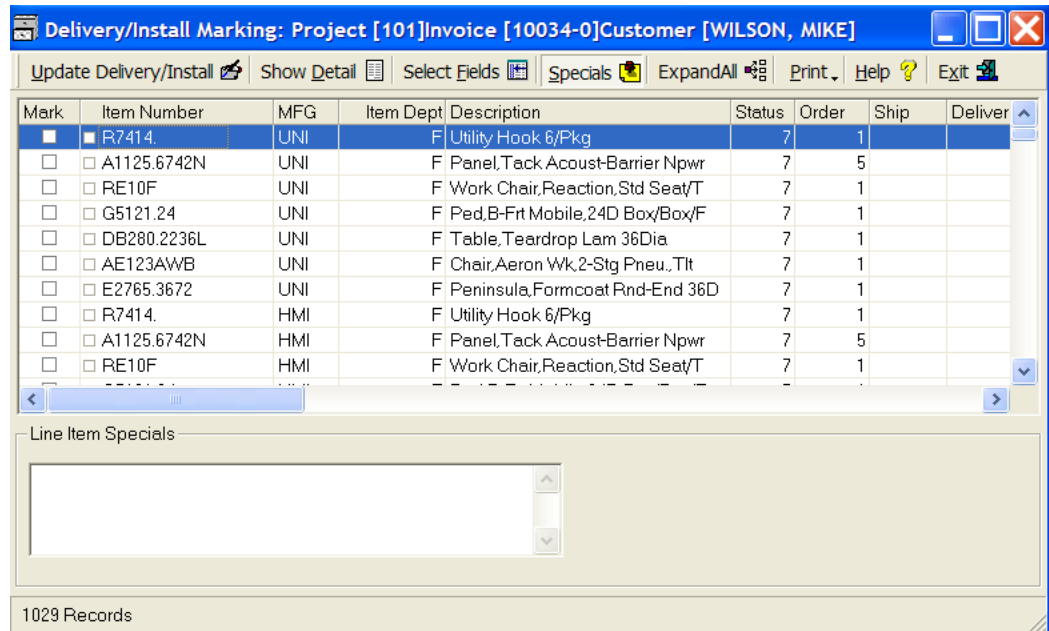
You can use the Delivery/Install Marking dialog box to mark and unmark items for delivery. This process lets you mark only those items on the order that are ready to be delivered and installed.

- 1 Go to the Furniture Project Management window, and set limits for the information to view in the Delivery/Install Marking dialog box. (You must set limits in the Furniture Project Management window before you can access the Delivery/Install dialog box.) You do this using the Primary Fields, Date Fields, PO Fields, and Other Fields options. Click + (plus sign) to the left of each option to view the information by which you can limit.
- 2 Click the option by which to limit, Project Number, for example. On the right side of the window, there are two limit boxes, a From and a To box. Click the from box and enter the beginning limit in the range. You can also click  to open the Project Query dialog box.
- 3 Click the To box and enter the ending limit in the range. You can also click  to open the Project Query dialog box.
- 4 After you set the range for each limit, click Add. The system displays the limit you set in the Current Limits section of the dialog box. You can continue to set as many limits as necessary.
- 5 Click . The Delivery/Install dialog box opens.
- 6 To change the delivery and install dates, check the Delivery Date and/or Install Date boxes.
- 7 Click the down arrow in the Delivery Date and/or Install Date boxes and click a different date. The system displays a calendar for you to select the date. You can use the forward and back buttons beside the month's name to move forward or backwards through the months.


When the correct month is shown, click the date. After you select a different date, the system retains this date until you change it. This date information is also written to the furniture application.

- 8 If all the items on the order are to be marked as shipped, click the Mark All Shipped option. This lets you verify that items already shipped are marked by default. If you check this box, the system automatically moves the item quantity displayed in the Ship column to the Deliver column. You can use the Deliver column to indicate the number of items to deliver now. For example, to deliver 3 out of a total of 5 shipped items, you would enter 3 in the Deliver box. After you click Update, the remaining quantity displays in the Ship column.
- 9 When you finish, click OK.
- 10 The Delivery /Install Marking dialog box opens, as shown in Figure 3. Using the Mark column, mark and unmark items for delivery. If you clicked the Mark All Shipped option, all shipped items have been marked. Notice also that backordered items are indicated with a check mark in the Backorders column.
- 11 When you mark an item, the quantity in the Ship column moves to the Deliver column. Click the Deliver column, and enter the quantity of the item shipped now. After you click Update, the system changes the quantity in the Ship column to the remaining amount. Notice also that backordered items are indicated with a check mark in the Backorders column.


Figure 3: The Delivery/Install Marking Dialog Box



Note: When marking and unmarking items, you can click the column heading to resort the data. This allows you to more easily find the information you need. For example, if you click the Tag column, you can sort the displayed items by tag number, from highest to lowest. Likewise, if you click the Status column, you can sort the data by order status, and so on.

- 12 To view item specials, click .
- 13 At this point, you can view information in the Item window, the Customer window, or O/E History window. Right-click an item, and select the option to view. The system opens the window you selected.
- 14 You can also enter or change the shipping address for the pick ticket or the P/O as well as enter global specials. To do so, right-click an item and select View Detail/Statistics. The Order Detail dialog box opens.

To enter or change a shipping address, click the Pick or P/O option to display the pick ticket or purchase order address. Click the Shipto boxes and enter the new address over the old address. You can change both the pick ticket and P/O addresses by clicking the Pick and P/O options before entering the address.

To enter or change a global special, click the AAAA or ZZZZ option to indicate whether the special should print at the beginning of the order (AAAA) or the end of the order (ZZZZ). Once the correct option is selected, click the Global Specials box and type the special in the box provided.
- 15 Click Update to save your changes. If you made no changes, click Cancel. The cursor returns to the Delivery/Install Marking dialog box.
- 16 To show item detail so you can change specific item information, click the item to change and click  or type **Ctrl + D**. The Item Detail dialog box opens. You can use this dialog box to change the Est Delivery through Tag Desc boxes. To do so, click Edit. When the cursor moves to the Est Delivery box, press Tab to move through the boxes and enter the new information over the existing information. When you finish, click Update.
- 17 You can use the Select Fields option to change the columns of information that appears. For example, to remove the Status column, you can click Select Fields and uncheck the Status box.
- 18 To view job costing information, click Show Cost Detail. The Job Cost Detail dialog box opens. (This feature is not included in all software packages and may require authorization. For more information, contact ECP sales.)


- 19 To print the information, click Print. You can specify to print the information in the Delivery/Install Marking dialog box by selecting print preview, print the current order, or print the delivery install ticket.

If you select the Print Preview option, the system displays the Print Preview dialog box. You can use this dialog box to print the displayed information, change the page setup or export the displayed information to a file.

If you select to print the order or the delivery ticket, the system displays the Print Delivery/Install Ticket dialog box. You can change the copies and the printer. Click OK to print the information.
- 20 If you make a mistake marking and unmarking the items for delivery, right-click an item and select the Clear Delivery Dates or Clear Install Dates options.
- 21 When you're ready to update the delivery installation ticket, click Update Delivery/Install. The Print Delivery/Install Ticket dialog box opens. You can change the copies, format, and printer. Click OK to print the information.
- 22 The Updated [X] Records, Delivery/Install Complete message appears. When this message appears, the X is replaced by the number of items marked. Click OK.

Billing Shipped Lines

You can bill shipped lines on the order. This process lets you mark only those items on the order that are ready to be invoiced and billed. All remaining items not marked to be billed on the ticket move to a -1 ticket.

- 1 From within the Furniture Project Management window, set limits for the information to view in the Delivery/Install Marking dialog box. (You must set limits in the Furniture Project Management window before you can access the Delivery/Install dialog box.)
- 2 Click . The Bill Shipped Lines dialog box opens.
- 3 For all the items on the order to be marked as shipped, click the Mark All Shipped option. This lets you verify that items already shipped are marked by default. You can then easily unmark the items that you do not want billed now.
- 4 When you finish, click OK.

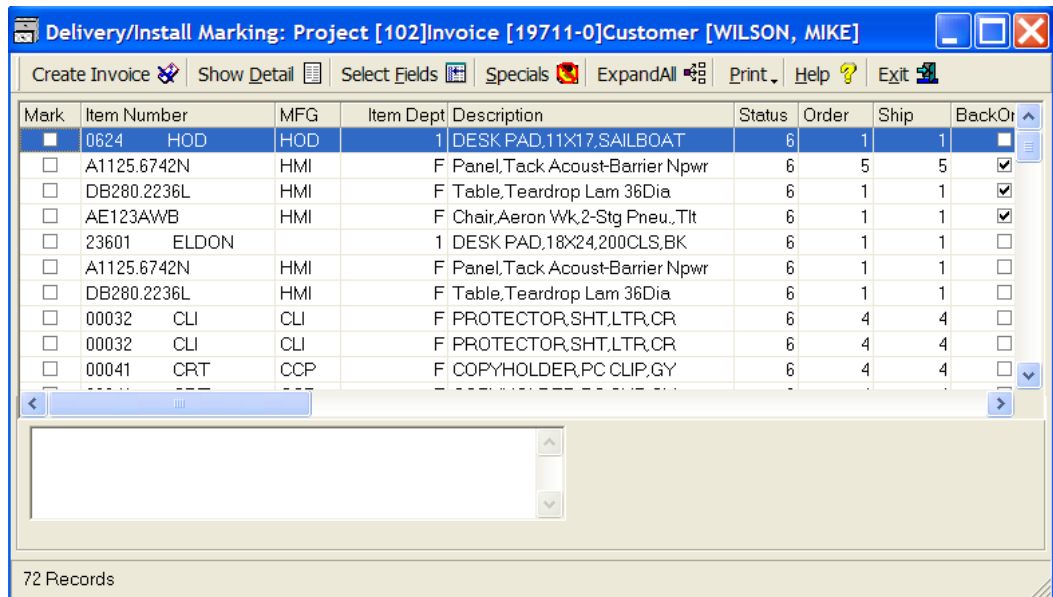
- 5 The Delivery/Install Marking dialog box opens, as shown in Figure 4. Using the Mark column, mark and unmark items to invoice and bill now. If you clicked the Mark All Shipped option, all shipped items have been marked for billing. Notice also that backordered items are indicated with a check mark in the Backorders column.
- 6 When you're ready to invoice and bill the items, click Create Invoice.
- 7 When the Bill Marked Lines dialog box opens, click OK to create the invoice.

Printing and Exporting Furniture Project Management Information

You use the Furniture Project Management feature to view virtually every level of detail concerning your furniture projects. Once you have drilled down to the desired level of detail, you can also preview and print this project information. When you do, the system presents the information in a concise format which includes project headings, dates, titles and so forth. In addition, when using the Print Preview window, you can export the project information to a file. Before displaying the data, the system may pause for several minutes. It is not unusual to experience a delay.

- 1 Go to the Furniture Project Management window, and begin setting the level and limits for the project information to view.
- 2 Click Process. The first dialog box opens depending on the level you specified.

Figure 4: The Delivery/Install Marking Dialog Box




Ensite Pro™ Office Furniture Edition Project Mangement and Reporting

- 3 To print the information, click the down arrow beside the Print option.
- 4 Click Print Preview. In the Print Preview window, you can change the page setup for the report or you can export the information to a file.

To change the page set up, click Page Setup. The system opens the Page Set Up dialog box. In this dialog box, you change the format from Portrait to Landscape, alter the margins and page size, and change the Header detail. When you finish making changes, click OK.

To export the file, click Export to File. The Select Save File box opens. Select the folder to export the file to and type the name in the File Name box. Click Save.

- 5 When you are ready to print the information, click the File menu and select Print or click . The system prints the information you specified.

Furniture Reports

The following furniture reports can be printed through two screens: the (S) Purchase Order Selectors screen, and the (T) Order Entry Selectors screen. However, before you can print these furniture reports in the (S) or (T) screens, they must first be cataloged in the (LS) P/O Standard Reports and the (LT) Order Entry Standard Reports screens, respectively.

The following is a list of report selectors that you can print on the DDMS system.

Open P/Os Not Acknowledged Report

This report is a list of all open purchase orders that have not been acknowledged. This report is sorted according to vendor number and purchase order number. This report is limited to furniture purchase orders that have not been assigned an acknowledgment number.

To print this report, you must first catalog the report in the (LS) P/O Standard Reports screen. The selector name for this report is PO-1. After the report is cataloged, the report displays as a selection in the (S) Purchase Order Selectors screen.

PO NUMBER	VENDOR #	ITEM NUMBER	DESCRIPTION	QTY	PO DATE	CONTACT
10002	BEV	TMBS4496MAH	BEV TABLE,CONF,BOAT MAH 8'	1	10/13/05	
H321	HON	4001AB10T	HON CHAIR,EXEC,HIBACK BLK/BLK	2	09/26/05	SUE NEIMAN
H10216	HON	10791NN	HWC 10700 Series DoublePed Desk	1	03/17/06	SUE NEIMAN
H10240	HON	81215	SLAB BASE KIT FOR 96" TOP	1	11/20/06	SUE NEIMAN
H10240	HON	PB180R	180 Degree Straight Panel	41	11/20/06	SUE NEIMAN
H10240	HON	PB2	90-180 Degree Panel Connect	14	11/20/06	SUE NEIMAN
H10240	HON	SP6537	Panel Acoustical 65H 37W	10	11/20/06	SUE NEIMAN
10000	LZB	92253BEB	LZBA B249009/042 BORDEAUX/BLACK	2	10/13/06	ED VASQUEZ
10000	LZB	92255BEB	LZBA B249009/042 BORDEAUX/BLACK	5	10/13/06	ED VASQUEZ
L10240	LZB	92250		12	11/20/06	ED VASQUEZ
L10240	LZB	92253		2	11/20/06	ED VASQUEZ
L10240	LZB	92255		4	11/20/06	ED VASQUEZ
L10240	LZB	92D80		6	11/20/06	ED VASQUEZ
M322	MIL	831	MIL DESK, LAM. 72X36 MAHOGANY	2	09/26/06	TAMMY MURPHY
10200	MIL	7421	MIL DESK 72X36 MAHOGANY	4	08/15/06	TAMMY MURPHY

TOTAL RECORDS PRINTED: 15

O/E Third Party Gross Profit Report

This report is a list of all third party orders with the gross profit percentage.
 This report is sorted according to invoice number.

To print this report, you must first catalog the report in the (LT) Order Entry Standard Reports screen. The selector name for this report is 3PCOMR. After the report is cataloged, the report displays as a selection in the (T) Order Entry Selectors screen.

D.D.M.S. INC.								02/23/07	
P.O.BOX 507								16:39:16	
KELLER		TX 76248						PAGE 1	
OP THIRD PARTY GROSS PROFIT REPORT									
INVOICE #	INV DATE	OPM	IPM	PROJ.#	PROJECT NAME	SELL	COST	MARGIN	GP%
=====									
(256)									
NORA									
10408-0	/ /	228	228	293 293		.00	.00	.00	.0%
10409-0	/ /	228	228	294 294		.00	.00	.00	.0%
10410-0	/ /	228	228	299 NEW PROJECT		.00	.00	.00	.0%
10440-0	/ /	228	228	301 NEW PROJECT		38.00	21.80	16.20	42.6%
(256)						38.00	21.80	16.20	42.6%

P/O Expected Ship Report

This report is a list of all orders with the expected ship date. This report is sorted according to purchase order number and vendor number.

To print this report, you must first catalog the report in the (LT) Order Entry Standard Reports screen. The selector name for this report is PO-2. After the report is cataloged, the report displays as a selection in the (T) screen.

TEST FURNITURE SYSTEM						01/12/07
1655 TIMBER RIDGE LANE						18:00:31
ROANOKE TX 76262						PAGE 1
PO EXPECTED SHIP REPORT						
VENDOR #	CUSTOMER NAME	PO #	ITEM NUMBER	DESCRIPTION	SHIP DATE	
=====	=====	=====	=====	=====	=====	
LZB	M & M TRADERS	10204	C3672W	LCG Executive Desk, Letter Width P	10/02/05	
LZB	M & M TRADERS	10204	C2272W	LCG Executive Credenza, Letter Wid	10/02/05	
LZB	M & M TRADERS	10204	F3672K	LCG Desk, Dual Ped, Oak, BBB/BF, W	10/02/05	
LZB	M & M TRADERS	10204	F2072K	LCG Credenza, Bi-Fold Door, Oak, 2	10/02/05	
LZB	M & M TRADERS	10204	LV2472LCEG	LCG Credenza, Left Pedestal, W/Gro	10/02/05	
LZB	M & M TRADERS	10204	LV3672LBDG	LCG Desk, Left Pedestal Bow Top, W	10/02/05	
LZB	M & M TRADERS	10204	92113	LST Executive Chair, High B., Butt	10/02/05	
LZB	M & M TRADERS	10204	92056	LST Managerial Chair	10/02/05	
LZB	M & M TRADERS	10204	92D83	LST Exec Chair, High B., PR Base,	10/02/05	
HON	M & M TRADERS	10208	801169P	E11 Connector Kit 67.5H 90D	12/05/05	
HON	M & M TRADERS	10208	801469P	Panel End Cover 67.5H	12/05/05	
HON	M & M TRADERS	10208	860148	Storage Cabinet w/Door	12/05/05	
HON	M & M TRADERS	10204	4001AB12T	HSG Exec,High-Back,Swivel-Tilt	04/30/06	
HON	M & M TRADERS	10211	871236	HS2 Electrical Power Harness 36W	01/28/06	
HON	M & M TRADERS	10211	871501	HS2 Duplex Receptacle Circuit 1	01/28/06	
HON	M & M TRADERS	10211	PB180R	HS2 180 Degree Straight Panel	01/28/06	
HON	M & M TRADERS	10211	PB1R	HS2 End-of-Run Panel Connector	01/28/06	
HON	M & M TRADERS	10211	PB3R	HS2 Tee Panel Connector	01/28/06	
HON	M & M TRADERS	10211	PB4R	HS2 Cross Panel Connector	01/28/06	
HON	M & M TRADERS	10211	SP2924	HS2 Support Leg 24D 29-1/2H	01/28/06	
HON	M & M TRADERS	10211	SR6537	HS2 Raceway Panel Acoustical	01/28/06	
HON	M & M TRADERS	10211	WS2437	HS2 Worksurface Primary/Return	01/28/06	
HON	M & M TRADERS	10211	WS3724	HS2 Corner Worksurface 37W 24D	01/28/06	
HON	M & M TRADERS	10216	10791NN	HWC 10700 Series Double Ped Desk,	04/10/06	
HON	M & M TRADERS	10216	10743NN	HWC 10700 Series Credenza	04/10/06	
HON	M & M TRADERS	10216	4001AB12T	HSG Exec,High-Back,Swivel-Tilt	04/10/06	
HON	M & M TRADERS	10222	5301\$AD75T	Exec,High-Back,Mid-Range Tilt	07/20/06	
HON	M & M TRADERS	10222	16723BV	10000 Series	07/20/06	
HON	M & M TRADERS	10226	10746L	10700 Series Single Pedestal	12/07/05	
HON	M & M TRADERS	10226	10760	10700 Series Bridge 24D 42W	12/07/05	
HON	M & M TRADERS	10226	10785R	10700 Series Single Ped Desk,	12/07/05	
HON	M & M TRADERS	10226	23723	Box/Box/File Mobile	12/07/05	

TOTAL RECORDS PRINTED: 32

Quotes Outstanding

This report is a list of all outstanding quotes. This report is sorted according to customer name and quote name. This report is limited to furniture quotes.

To print this report, you must first catalog the report in the (LT) screen. The selector name for this report is PO-3. After the report is cataloged, the report displays as a selection in the (T) screen.

TEST FURNITURE SYSTEM					01/12/99
1655 TIMBER RIDGE LANE					18:01:57
ROANOKE	TX 76262				PAGE 1
QUOTES OUTSTANDING					
CUSTOMER NAME	PROJECT #	PROJECT DESCRIPTION	QUOTE #	QUOTE ENTRY DATE	QUOTE TOTAL
=====	=====	=====	=====	=====	=====
A & R OFFICE INTERIORS	020000	REGULAR PROJECTS	107-0	07/21/98	2.00
A & R OFFICE INTERIORS	BLUEST2	BLUESTIENS #2	108-0	07/21/98	34,246.08
A & R OFFICE INTERIORS	BLUEST2	TEST QUOTE FILE	111-0	07/29/98	34,246.08
G & A ENTERPRISES	354800	REGULAR PROJECTS	110-0	07/22/98	824.86
GABBERTS INTERIORS	355550	REGULAR PROJECTS	113-0	08/27/98	1,054.50
GRAND OFFICE SUPPLY	123456	TEST QUOTE FILE	105-0	09/28/98	824.43
J & B ENTERPRISES	123456	TEST QUOTE FILE	330-0	09/28/98	37,228.00
L & L INTERPRIZE	125	TEST 125	361-0	11/25/98	27,106.20
L & M OFF. EQUIPMENT	TEST QUOTE	TEST QUOTE RELEASE	360-0	11/25/98	1,372.67
P R OFFICE SERVICE	QUOTE TEST	TEST QUOTE FILE	40288-0	02/06/98	37,228.00
QUALITY OFF. FURNITURE	817649	GENERAL PROJECT	101-0	01/27/98	3,685.06
TOTAL OUTSTANDING PROJECTS:\$ 177,817.88					

Vendor Open P/O Report Not Received

This report is a list of all open purchase orders that have not been received.
 This report is sorted according to vendor number and purchase order number.

To print this report, you must first catalog the report in the (LT) screen. The selector name for this report is PO-4. After the report is cataloged, the report displays as a selection in the (T) screen.

D.D.M.S. INC.			02/23/07
P.O.BOX 507			16:21:10
KELLER	TX 76248		PAGE 1

VENDOR OPEN PO REPORT-NOT RECEIVED				
VENDOR #	PO #	CUSTOMER NAME	SHIP DATE	P.O TOTAL
=====	=====	=====	=====	=====
HON	10107HON	ABC DOORS OF DALLAS	12/04/06	
HON	25103HON	M & M TRADERS	12/06/06	
HON	25958HON	SASHA LE. WHITE	12/15/06	
LZB	10109LZB	O P VENTURES OF TEXAS	12/18/06	
LZB	25118LZB	M & M TRADERS	12/25/06	
LZB	25104LZB	ABC DOORS OF DALLAS	12/27/06	
LZB	10105LZB	INC. LINFIELD DESIGN ASSOC	01/04/07	
LZB	10106LZB	LONGVIEW OFFICE SUPPLY	01/06/07	
LZB	25105LZB	GRAND PRAIRIE OFFICE SUPPLY	01/12/07	
LZB	10111LZB	L & L INTERPRIZE	01/29/07	
LZB	10112LZB	G & A ENTERPRISES	02/10/07	

TOTAL RECORDS PRINTED: 11				
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Customer Open P/O Report

This report is a list of all open customer purchase orders that have not been received. This report is sorted according to customer number and purchase order number.

To print this report, you must first catalog the report in the (LT) screen. The selector name for this report is PO-5. After the report is cataloged, the report displays as a selection in the (T) screen.

CUSTOMER #	CUSTOMER NAME	PO #	TRANSACTION	S	PO SHIP DATE	TOTAL TRANSACTION
495500	M & M TRADERS	H321	10205	7	/ /	245.00
495500	M & M TRADERS	M322	10205	7	/ /	1,387.20
495500	M & M TRADERS	10000	10201	7	/ /	962.50
495500	M & M TRADERS	10002	10201	7	/ /	332.32
495500	M & M TRADERS	10200	10200	7	/ /	2,218.72
495500	M & M TRADERS	10202	10202	7	/ /	8,357.44
495500	M & M TRADERS	10203	10208	7	11/30/97	83.00
495500	M & M TRADERS	10204	10213	7	10/02/97	13,048.75
495500	M & M TRADERS	H10216	10216	7	04/10/98	1,182.60
495500	M & M TRADERS	H10222	10222	7	07/20/98	6,471.20
495500	M & M TRADERS	H10226	10226	7	12/07/97	37,263.85
495500	M & M TRADERS	H10240	10240	7	12/15/97	36,368.15
495500	M & M TRADERS	H40390	40390	7	08/30/98	29,575.00
495500	M & M TRADERS	L10226	10226	7	12/26/97	4,712.50
495500	M & M TRADERS	L1024	10240	7	/ /	4,712.50
495500	M & M TRADERS	L40390	40390	7	09/01/98	5,950.00
495500	M & M TRADERS	MELISSA	40251	7	07/01/98	790.00
TOTAL RECORDS: 120						

Salesperson Open P/O Report

This report is a list of all open purchase orders. This report is sorted according to salesperson and purchase order. This report is limited to furniture purchase orders.

To print this report, you must first catalog the report in the (LS) screen. The selector name for this report is PO-6. After the report is cataloged, the report displays as a selection in the (S) screen.

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TEST FURNITURE SYSTEM                                01/13/99
1655 TIMBER RIDGE LANE                              18:17:03
ROANOKE TX 76262                                    PAGE 1
    
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SALESPERSON OPEN P/O REPORT

SALESREP	PICK	TICKET	PO NUMBER	CUSTOMER NAME	TICKET TOTAL
=====	=====	=====	=====	=====	=====
121	10213		10204	M & M TRADERS	13,048.75
121	10216		H10216	M & M TRADERS	1,182.60
121	10219		H10219	GRAND PRAIRIE OFFICE SUPPLY	18,950.80
121	10222			M & M TRADERS	118.40
121	10235		H10235	O P VENTURES OF TEXAS	1,182.60
121	10236		H10236	L & L INTERPRIZE	67,622.75
121	10236		L10236	L & L INTERPRIZE	8,707.40
121	10238			L & L INTERPRIZE	1,182.60
121	10239			M & M TRADERS	1,182.60
121	10240			M & M TRADERS	354.55
121	10240		H10240	M & M TRADERS	36,368.15
121	10240		L10240	M & M TRADERS	4,712.50
121	10242			L & L INTERPRIZE	1,182.60
121	10245			L & L INTERPRIZE	1,182.60
121	25052			L & L INTERPRIZE	41,937.35
121	25072			INC. LINFIELD DESIGN ASSOC.	27,106.20
121	25073			INC. LINFIELD DESIGN ASSOC.	37,228.00
121	25074			INC. LINFIELD DESIGN ASSOC.	37,228.00
121	25079		HO25079	INC. LINFIELD DESIGN ASSOC.	27,106.20
121	25082		STL25082	INC. LINFIELD DESIGN ASSOC.	2,809.60
121	25083			INC. LINFIELD DESIGN ASSOC.	2,809.60
121	25085		STL25085	INC. LINFIELD DESIGN ASSOC.	87,061.80
121	25089		LZ25089	SASHA LE. WHITE	2,026.66
121	25098			LONGVIEW OFFICE SUPPLY	.00
121	25099			LONGVIEW OFFICE SUPPLY	83,212.14
121	40269			GRAND PRAIRIE OFFICE SUPPLY	733.04
121	40269		10220	GRAND PRAIRIE OFFICE SUPPLY	29,212.00
121	40269		10221	GRAND PRAIRIE OFFICE SUPPLY	648.85
121	40269		10222	GRAND PRAIRIE OFFICE SUPPLY	163.64
TOTAL FOR SALESPERSON:				536261.98	

P/O Received Report

This report is a list of all furniture purchase orders that have been received.
 This report is sorted according to purchase order number and item number.

To print this report, you must first catalog the report in the (LS) screen. The selector name for this report is PO-7. After the report is cataloged, the report displays as a selection in the (S) screen.

TEST FURNITURE SYSTEM							01/13/99
1655 TIMBER RIDGE LANE							16:41:11
ROANOKE TX 76262							PAGE 1
PO RECEIVED REPORT							
PO NUMBER	CUSTOMER NAME	VENDOR #	ITEM NUMBER	COM DESCRIPTION	QTY	DATE RECEIVED	
10208	M & M TRADERS	HON	801169P	HRC Ell Connector Kit	1	01/02/99	
10208	M & M TRADERS	HON	801469P	HRC Panel End Cover	2	01/02/99	
10208	M & M TRADERS	HON	860148	HRC Storage Cabinet	2	01/03/99	
H10204	M & M TRADERS	HON	4001AB12T	HSG Exec,High-Back	1	01/04/99	
H10211	M & M TRADERS	HON	871236	HS2 Electrical Power Harness	36	01/04/99	
H10211	M & M TRADERS	HON	871501	HS2 Duplex Receptacle Circuit	26	01/05/99	
H10211	M & M TRADERS	HON	PB180R	HS2 180 Degree Straight Panel	6	01/06/99	
H10211	M & M TRADERS	HON	PB1R	HS2 End-Run Panel Connector	15	01/07/99	
H10211	M & M TRADERS	HON	PB3R	HS2 Tee Panel Connector	10	01/07/99	
H10211	M & M TRADERS	HON	PB4R	HS2 Cross Panel Connector	6	01/07/99	
H10211	M & M TRADERS	HON	SP2924	HS2 Support Leg 24D 29-1/2H	24	01/08/99	
H10211	M & M TRADERS	HON	SR6537	HS2 Raceway Panel Acoustical	92	01/08/99	
H10211	M & M TRADERS	HON	WS2437	HS2 Worksurface Primary	48	01/09/99	
H10211	M & M TRADERS	HON	WS3724	HS2 Corner Worksurface	24	01/10/99	
TOTAL RECORDS PRINTED:				14			

Daily Furniture Invoiced Report

This report is a list of all furniture invoices for the day. This report is sorted according to invoice number.

To print this report, you must first catalog the report in the (LT) screen. The selector name for this report is PO-8. After the report is cataloged, the report displays as a selection in the (T) screen.

TEST FURNITURE SYSTEM			01/13/99	
1655 TIMBER RIDGE LANE			16:57:02	
ROANOKE	TX	76262		
DAILY FURNITURE INVOICED REPORT				
PROJECT	INVOICE	CUSTOMER NAME	INVOICE TOTAL	INVOICE DATE
=====	=====	=====	=====	=====
OLD	10204	M & M TRADERS	147.00	01/12/99
4	10236	L & L INTERPRIZE	41,937.35	01/13/99
123	25089	SASHA LE. WHITE	1,135.83	01/13/99
BLUES	40306	G & A ENTERPRISES	783.29	01/14/99
TOTAL FOR REPORT		TOTAL LINES (37)	DOLLARS \$	44,003.47

Daily Furniture Invoice Report With Margin

This report is a list of all furniture invoices for the day and also includes the invoice margin. This report is sorted according to invoice number.

To print this report, you must first catalog the report in the (LT) screen. The selector name for this report is PO-8M. After the report is cataloged, the report displays as a selection in the (T) screen.

D.D.M.S. INC.							02/23/07
P.O.BOX 507							6:12:09
KELLER		TX 76248					PAGE 1
DAILY FURNITURE INVOICE RPT W/M & %							
PROJECT	INVOICE	CUSTOMER NAME	INVOICE TOTAL	INVOICE COST	INV. MARGIN	GP %	SALESPERSON
=====	=====	=====	=====	=====	=====	=====	=====
WIP TEST	25956	WIP TEST CUST	8,587.00	10/24/05	5,386.20	62.73	DONNIE SCRIBNER
WIP CUST	25957	WIP TEST CUST	146.40	07/28/05	51.24	35.00	DONNIE SCRIBNER
288	25959	WIP TEST CUST	13,048.75	07/28/05	3,631.89	27.83	DONNIE SCRIBNER
TOTAL FOR REPORT		TOTAL LINES (18)	DOLLARS \$ 21,782.15		12,712.82	9,069.33	41.64

Order Status Report

This report lists the status of all open furniture orders. This report is sorted according to ticket number.

To print this report, you must first catalog the report in the (LT) screen. The selector name for this report is PO-9. After the report is cataloged, the report displays as a selection in the (T) screen.

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TEST FURNITURE SYSTEM                                01/13/99
1655 TIMBER RIDGE LANE                               17:31:47
ROANOKE TX 76262                                    PAGE 1
    
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ORDER STATUS REPORT

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CUSTOMER NAME M & M TRADERS
PROJECT # OLD
PROJECT NAME TOP BUILDING
TRANSACTION # 10226-0 ORDER ENTRY DATE 11/07/97
    
```

PO #	UM	VENDOR	ITEM #	COM DESCRIPTION	QTY	SHIP DATE	REC	INSTALL DATE
H10226	HON		10746L	HWC 107 Series Single Pedestal	2	12/07/97	1	12/12/97
H10226	HON		10760	HWC 107 Series Bridge 24D 42W	2	12/07/97	1	12/12/97
H10226	HON		10785R	HWC 107 Series Single Ped Desk	2	12/07/97	1	12/12/97
H10226	HON		23723	HS2 Box/Box/File Mobile	36	12/07/97	1	12/12/97
H10226	HON		80796F	HWC RACETRACK SHAPE LAMINATE	1	12/07/97	1	12/12/97
H10226	HON		81215	HWC SLAB BASE KIT FOR 96" TOP	1	12/07/97	1	12/12/97
L10226	LZB		92250	LST	12	12/26/97		12/12/97
L10226	LZB		92253	LST	2	12/26/97		12/12/97
L10226	LZB		92255	LST	4	12/26/97		12/12/97
L10226	LZB		92D80	LST	6	12/26/97		12/12/97
H10226	HON		PB090R	HS2 90 Degree Corner Connector	6	12/07/97	1	12/12/97
H10226	HON		PB1	HS2 End-of-Run Panel Connector	14	12/07/97	1	12/12/97
H10226	HON		PB180R	HS2 180 Degree Straight Panel	41	12/07/97	1	12/12/97
H10226	HON		PB1R	HS2 End-of-Run Panel Connector	5	12/07/97	1	12/12/97
H10226	HON		PB2	HS2 90-180 Degree Panel Connector	6	12/07/97	1	12/12/97
H10226	HON		PB2	HS2 90-180 Degree Panel Connector	14	12/07/97	1	12/12/97
H10226	HON		PB3R	HS2 Tee Panel Connector	15	12/07/97	1	12/12/97
H10226	HON		PBW1	HS2 Permanent Wall Mounting Kit	2	12/07/97	1	12/12/97
H10226	HON		RT1000	HS2 End of Panel Transition	12	12/07/97	1	12/12/97
H10226	HON		SC74	HS2 Overhead Storage Cabinet	16	12/07/97	1	12/12/97
H10226	HON		SP2924	HS2 Support Leg 24D 29-1/2H	4	12/07/97	1	12/12/97
H10226	HON		SP6525	HS2 Panel Acoustical 65H 25-1	12	12/07/97	1	12/12/97
H10226	HON		SP6537	HS2 Panel Acoustical 65H 37W	10	12/07/97	1	12/12/97

TOTAL RECORDS PRINTED: 23

Salesperson Outstanding Projects

This report is a list of all outstanding projects for your salespersons. This report is sorted according to salesperson. The report starts a new page for each new salesperson on the report.

To print this report, you must first catalog the report in the (LT) screen. The selector name for this report is P-10. After the report is cataloged, the report displays as a selection in the (T) screen.

TEST FURNITURE SYSTEM				01/13/99
1655 TIMBER RIDGE LANE				17:52:48
ROANOKE		TX 76262		PAGE 1
SALESPERSON OUTSTANDING PROJECTS				
SALESREP	PROJECT #	PICK TICKET #	CUSTOMER NAME	TICKET TOTAL
121	4	10236	L & L INTERPRIZE	76,330.15
121	4	10238	L & L INTERPRIZE	1,182.60
121	4	10239	M & M TRADERS	1,182.60
121	4	10240	M & M TRADERS	41,435.20
121	4	10242	L & L INTERPRIZE	1,182.60
121	4	10243	M & M TRADERS	147.00
121	4	40314	M & M TRADERS	350.50
121	5	40329	G & A ENTERPRISES	6,921.00
121	5	40331	G & A ENTERPRISES	.00
121	QA	10219	GRAND PRAIRIE OFFICE SUPPLY	19,180.70
121	123	25089	SASHA LE. WHITE	2,026.66
121	125	10245	L & L INTERPRIZE	1,182.60
121	125	25052	L & L INTERPRIZE	41,937.35
121	334	25072	INC. LINFIELD DESIGN ASSOC.	27,106.20
121	334	25073	INC. LINFIELD DESIGN ASSOC.	37,228.00
121	334	25074	INC. LINFIELD DESIGN ASSOC.	37,228.00
121	334	25079	INC. LINFIELD DESIGN ASSOC.	27,106.20
121	334	25086	INC. LINFIELD DESIGN ASSOC.	.00
121	401	40296	QUALITY OFF. FURN.OF ARLINGTON	37,228.00
121	OLD	10213	M & M TRADERS	13,048.75
121	OLD	10216	M & M TRADERS	1,182.60
121	OLD	10222	M & M TRADERS	6,589.60
121	OLD	10226	M & M TRADERS	4,712.50
121	JOHN	40284	J & B ENTERPRISES	37,529.50
121	OVER	40289	P R OFFICE SERVICE	1,182.60
121	OVER	40290	P R OFFICE SERVICE	27,106.20
121	OVER	40291	P R OFFICE SERVICE	147.00
121	LOCAL	10235	O P VENTURES OF TEXAS	1,182.60
121	TEST6	40390	M & M TRADERS	37,228.00
121	817649	40283	QUALITY OFF. FURN.OF ARLINGTON	37,228.00
121	ADP #1	10218	QUALITY OFF. FURN.OF ARLINGTON	7,931.95
121	TEST 3	25099	LONGVIEW OFFICE SUPPLY	83,212.14
TOTAL FOR SALESPERSON:			617,236.8	

Outstanding Projects Not Billed

This report is a list of all projects that have not been billed. This report is sorted according to customer name.

To print this report, you must first catalog the report in the (LT) screen. The selector name for this report is PO-11. After the report is cataloged, the report displays as a selection in the (T) screen.

TEST FURNITURE SYSTEM										01/13/99
1655 TIMBER RIDGE LANE										17:49:30
ROANOKE TX 76262										PAGE 1
OUTSTANDING PROJECTS NOT BILLED										
CUSTOMER NAME	PROJECT#	TICKET #	ORD.DATE	LINES	SHP.DATE	SELL	COST	MARGIN	GP%	
=====										
(121) SALESPERSONS OPEN PROJECTS NOT BILLED										
	INSTALL51	40343-0	05/05/98	1	/	/	800.00	446.98	353.02	44.13
G & A ENTERPRISES	5	40329-0	04/21/98	8	/	/	6,921.00	5,398.38	1,522.62	22.00
G & A ENTERPRISES	5	40329-0	04/21/98	18	05/10/98		29,575.00	23,068.50	6,506.50	22.00
PRAIRIE OFFICE	QA	10219-0	10/16/97	35	/	/	19,180.70	13,949.61	5,231.09	27.27
PRAIRIE OFFICE	6	40269-0	01/20/98	20	/	/	30,757.53	23,875.48	6,882.05	22.38
J & B ENTERPRISES	JOHN	40284-0	01/27/98	29	/	/	37,529.50	29,261.33	8,268.17	22.03
L & L ENTERPRISE	4	10238-0	11/20/97	3	/	/	1,182.60	768.69	413.91	35.00
L & L ENTERPRISE	4	10242-0	11/24/97	3	/	/	1,182.60	768.69	413.91	35.00
L & L ENTERPRISE	125	10245-0	11/24/97	3	/	/	1,182.60	768.69	413.91	35.00
LINFIELD DESIGN	334	25072-0	12/01/98	11	/	/	27,106.20	18,925.05	8,181.15	30.18
LINFIELD DESIGN	334	25073-0	12/01/98	28	/	/	37,228.00	29,037.84	8,190.16	22.00
LINFIELD DESIGN	334	25074-0	12/01/98	28	/	/	37,228.00	29,037.84	8,190.16	22.00
LINFIELD DESIGN	334	25079-0	12/02/98	11	/	/	27,106.20	18,925.05	8,181.15	30.18
LINFIELD DESIGN	334	25086-0	12/04/98	11	/	/	.00	9.89	-9.89	.00
M & M TRADERS	4	10239-0	11/20/97	3	/	/	1,182.60	768.69	413.91	35.00
M & M TRADERS	4	10240-0	11/20/97	5	/	/	5,067.05	3,134.00	1,933.05	38.15
M & M TRADERS	4	10243-1	04/21/98	1	/	/	147.00	95.55	51.45	35.00
M & M TRADERS	4	40314-2	03/23/98	1	/	/	350.50	273.39	77.11	22.00
M & M TRADERS	OLD	10211-1	01/08/99	10	01/28/98		23,367.30	16,314.62	7,052.68	30.18
=====										
(121) TOTAL PROJECTS :							TOTAL OUTSTANDING \$ 791,093.80			
583,555.18	207,538.62	26.23								
(ALL) TOTAL PROJECTS :							TOTAL OUTSTANDING \$ 791,093.80			
583,555.18	207,538.62	26.23								

Quotes Outstanding By Salesperson

This reports lists all quotes that are outstanding for all your salespeople.

To print this report, you must first catalog it in the (LT) screen. The selector for this report is PO-13. After this report is cataloged, the report displays as a selection in the (T) screen.

TEST FURNITURE SYSTEM					01/12/99
1655 TIMBER RIDGE LANE					18:04:56
ROANOKE TX 76262					PAGE 1
QUOTES OUTSTANDING BY SALESPERSON					
CUSTOMER NAME	PROJECT #	PROJECT DESCRIPTION	QUOTE #	QUOTE DT	QUOTE TOTAL
=====	=====	=====	=====	=====	=====
(100) SALESPERSON'S QUOTES					
G & A ENTERPRISES	354800	REGULAR PROJECTS	110-0	07/22/98	824.86
TOTAL (100) QUOTES OUTSTANDING \$					824.86
(116) SALESPERSON'S QUOTES					
BUSINESS INTERIORS	355550	REGULAR PROJECTS	113-0	08/27/98	1,054.50
L & M OFF. EQUIPMENT	TEST QUOTE	TEST QUOTE RELEASE	360-0	11/25/98	1,372.67
TOTAL (116) QUOTES OUTSTANDING \$					2,427.17
(121) SALESPERSON'S QUOTES					
P R OFFICE SERVICE	QUOTE TEST	TEST QUOTE FILE	40288-0	02/06/98	37,228.00
TOTAL (121) QUOTES OUTSTANDING \$					37,228.00
(199) SALESPERSON'S QUOTES					
PRAIRIE OFFICE SUPPLY	123456	TEST QUOTE FILE	105-0	09/28/98	824.43
TOTAL (199) QUOTES OUTSTANDING \$					824.43
(210) SALESPERSON'S QUOTES					
A & R OFFICE INTERIORS	020000	REGULAR PROJECTS	107-0	07/21/98	2.00
QUALITY OFFICE FURN	817649	GENERAL PROJECT	101-0	01/27/98	3,685.06
TOTAL (210) QUOTES OUTSTANDING \$					3,687.06
(250) SALESPERSON'S QUOTES					
A & R OFFICE INTERIORS	BLUEST2	BLUESTIENS #2	108-0	07/21/98	34,246.08
A & R OFFICE INTERIORS	BLUEST2	TEST QUOTE FILE	111-0	07/29/98	34,246.08
J & B ENTERPRISES	123456	TEST QUOTE FILE	330-0	09/28/98	37,228.00
L & L ENTERPRISE	125	TEST 125	361-0	11/25/98	27,106.20
TOTAL (250) QUOTES OUTSTANDING \$					132,826.36
TOTAL ALL OUTSTANDING QUOTES \$					177,817.88

Vendor Open P/O Report

This report is a list of all open purchase orders that have not been received.
 This report is sorted according to vendor number and purchase order number.
 This report is limited to furniture purchase orders with a status of 7.

To print this report, you must first catalog the report in the (LT) screen. The selector name for this report is PO-14. After the report is cataloged, the report displays as a selection in the (T) screen.

PO #	INVOICE#	CUSTOMER NUMBER	SHIP DATE	REC DATE	PO BALANCE
TEST FURNITURE SYSTEM					
1655 TIMBER RIDGE LANE					
ROANOKE TX 76262					
					01/14/99
					14:46:45
					PAGE 1
VENDOR OPEN PO REPORT-NOT RECEIVED					
(ABCO)	VENDOR			
10236	40296-0	817649	/ /	/ /	273.39
10236	40283-0	817649	/ /	/ /	273.39
A40284	40284-0	455000	/ /	/ /	273.39
					VENDOR (ABCO) 820.17
(BEV)	VENDOR			
10221	40269-0	376000	/ /	/ /	413.64
					VENDOR (BEV) 413.64
(HAW)	VENDOR			
EOP001	40306-1	354800	/ /	07/06/98	680.17
					VENDOR (HAW) 680.17
(HEM)	VENDOR			
HE10218	10218-0	817649	/ /	/ /	5997.00
H10219	10219-0	376000	/ /	/ /	13782.40
10222	40269-0	376000	/ /	/ /	108.00
					VENDOR (HEM) 19887.40
(HON)	VENDOR			
H40314	40314-2	495500	04/28/98	/ /	24094.98
10208	10221-1	495500	12/05/97	01/08/99	306.10
10208	10238-0	985632	/ /	01/08/99	768.69
10220	40269-0	376000	/ /	/ /	23068.50
10224	40272-0	101	/ /	/ /	768.69
10234	40296-0	817649	/ /	/ /	24094.98
H10204	10204-1	495500	04/30/98	01/13/99	.00
H10211	10211-1	495500	01/28/98	/ /	16314.62
H10216	10216-0	495500	04/10/98	/ /	768.69
H10222	10222-0	495500	07/20/98	/ /	4004.08
H10235	10235-0	618000	/ /	/ /	768.69
					VENDOR (HON) 94680.23
TOTAL BALANCE OF OPEN PO'S:					116481.61

Salesperson Open P/O Report (Dates)

This report lists all open purchase orders for all salespersons. This report is sorted by salesperson.

To print this report, you must first catalog it in the (LT) screen. The selector for this report is PO-16. After this report is cataloged, the report displays as a section in the (T) screen.

TEST FURNITURE SYSTEM											01/13/99
1655 TIMBER RIDGE LANE											17:59:51
ROANOKE TX 76262											PAGE 1
SALESPERSON OPEN P/O REPORT (DATES)											
SALESREP	PICK	TICKET	PO NUMBER	CUSTOMER NAME	TICKET \$AMT	ORD DATE	PROJECT #	ACKNOWL. #	SHIP DATE		
121		10213	10204	M & M TRADERS	13,048.75	09/24/97	OLD	CAT502	10/02/97		
121		10216	H10216	M & M TRADERS	1,182.60	09/27/97	OLD	5214K6	04/10/98		
121		10222		M & M TRADERS	118.40	10/20/97	OLD		/ /		
121		10222	H10222	M & M TRADERS	6,471.20	10/20/97	OLD	54DS25	07/20/98		
121		10226	L10226	M & M TRADERS	4,712.50	11/07/97	OLD	66A258	12/26/97		
121		10239		M & M TRADERS	1,182.60	11/20/97	4		/ /		
121		10240		M & M TRADERS	354.55	09/04/98	4		/ /		
121		10240	H10240	M & M TRADERS	36,368.15	11/20/97	4	59ODP4	12/15/97		
121		10240	L10240	M & M TRADERS	4,712.50	11/20/97	4		/ /		
121		10243		M & M TRADERS	147.00	11/24/97	4		/ /		
121		40314		M & M TRADERS	350.50	03/18/98	4		/ /		
121		40390		M & M TRADERS	1,703.00	07/16/98	TEST6		/ /		
121		40390	H40390	M & M TRADERS	29,575.00	07/16/98	TEST6	6A58V1	08/30/98		
121		40390	L40390	M & M TRADERS	5,950.00	07/16/98	TEST6	22A58L	09/01/98		
TOTAL FOR SALESPERSON:				105,876.75							

Project Status By Salesperson

This report shows the status of all open orders. This report is sorted by salesperson.

To print this report, you must first catalog it in the (LT) screen. The selector for this report is PO-20. After this report is cataloged, the report displays as a section in the (T) screen.

REP	PROJECT #	PICK #	CUSTOMER NAME	TICKET TOT	ORDER DT	MFG	PO#	ACK #	SHIP DATE
121	4	10236	L & L ENTERPRISE	67,622.75	11/18/97	HS2	H10236		12/01/98
121	4	10236	L & L ENTERPRISE	8,707.40	11/18/97	LST	L10236		12/13/98
121	4	10238	L & L ENTERPRISE	1,182.60	11/20/97	HSG			12/20/98
121	4	10239	M & M TRADERS KEN MAT	1,182.60	11/20/97	HSG			12/13/98
121	4	10240	M & M TRADERS KEN MAT	354.55	09/04/98	HON			11/12/98
121	4	10240	M & M TRADERS	36,368.15	11/20/97	HS2	H10240	6590DP4	12/15/98
121	4	10240	M & M TRADERS KEN MAT	4,712.50	11/20/97	LST	L10240		12/06/98
121	4	10242	L & L ENTERPRISE	1,182.60	11/24/97	HSG			01/06/99
121	4	10243	M & M TRADERS KEN MAT	147.00	11/24/97	HSG			01/10/99
121	4	40314	M & M TRADERS KEN MAT	350.50	03/18/98	AB1			12/06/98
121	5	40329	G & A ENTERPRISES	1,666.50	04/21/98	HSG			01/08/99
121	5	40329	G & A ENTERPRISES	5,254.50	04/21/98	LST	L40329		01/20/99
121	5	40331	G & A ENTERPRISES	.00	04/28/98	HSG			01/21/99
121	5	40331	G & A ENTERPRISES	.00	09/15/98	LZB	L40331		12/07/98
121	QA	10219	PRAIRIE OFFICE SUPPLY	229.90	10/16/97	PDI			01/06/99
121	QA	10219	PRAIRIE OFFICE SUPPLY	8,950.80	10/16/97	PDI	H10219		01/12/99
121	123	25089	SASHA LE. WHITE	.00	12/11/98				01/14/99
121	123	25089	SASHA LE. WHITE	2,026.66	12/11/98	LZB	LZ2508		01/12/99
121	125	10245	L & L ENTERPRISE	1,182.60	11/24/97	HSG			01/14/99
121	125	25052	L & L ENTERPRISE	41,937.35	11/13/98	HS2			01/08/99
121	334	25072	LINFIELD DESIGN	27,106.20	12/01/98	HS2			12/05/98
121	334	25073	LINFIELD DESIGN	37,228.00	12/01/98	HSG			12/29/98
121	334	25074	LINFIELD DESIGN	37,228.00	12/01/98	HSG			12/18/98
TOTAL FOR SALESPERSON:				752,165.13					

Completed Project Analysis

This report shows the completed financial project analysis. This report is sorted by project. This is analysis that is run against the sales journals. You can merge sales journals to give you several years analysis at a time. Then you can use this information for a complete analysis of the project.

To print this report, you must first catalog it in the (LT) screen. The selector for this report is PO-ALL. After this report is cataloged, the report displays as a selection in the (T) screen.

TEST FURNITURE SYSTEM
 1655 TIMBER RIDGE LANE
 ROANOKE TX 76262

01/14/99
 14:42:04
 PAGE 1

COMPLETED PROJECT ANALYSIS

REP	PICK #	CUSTOMER NAME	SELL	COST	MARGIN	GP%	INV. DATE
=====							
		PROJECT (4) TOP BUILDING					
121	10243-0	M & M TRADERS	2,071.20	1,346.28	724.92	35.00	04/21/98
		PROJECT TOTALS (4)	2,071.20	1,346.28	724.92	35.00	
		PROJECT (5) NATIONAL TEST PROJECT					
100	40330-0	G & A ENTERPRISES	6,833.66	5,424.80	1,408.86	20.62	04/21/98
		PROJECT TOTALS (5)	6,833.66	5,424.80	1,408.86	20.62	
		PROJECT (45) TEST TRANSPEC FILE					
250	40322-1	G & A ENTERPRISES	.00	37,850.10	-37,850.10	.00	04/09/98
		PROJECT TOTALS (45)	.00	37,850.10	-37,850.10	.00	
		PROJECT (85) TEST NO-CHARGE					
121	40325-0	G & A ENTERPRISES	.00	1,537.38	-1,537.38	.00	04/09/98
		PROJECT TOTALS (85)	.00	1,537.38	-1,537.38	.00	
		PROJECT (123) ABC WHOLESALE					
250	40337-0	SASHA LE. WHITE	615.06	446.98	168.08	27.33	05/05/98
		PROJECT TOTALS (123)	615.06	446.98	168.08	27.33	
		PROJECT (OLD) THIS OLD HOUSE					
301	10200-0	M & M TRADERS	5,887.84	4,571.11	1,316.73	22.36	01/08/99
121	10203-0	M & M TRADERS	1,142.00	701.66	440.34	38.56	03/26/98
121	10204-0	M & M TRADERS	1,035.60	673.14	362.46	35.00	01/08/99
301	10206-0	M & M TRADERS	1,584.06	1,192.71	391.35	24.71	03/26/98
121	10207-0	M & M TRADERS	1,066.50	572.88	493.62	46.28	01/08/99
301	10209-0	M & M TRADERS	1,954.32	1,443.09	511.23	26.16	03/26/98
121	10211-0	M & M TRADERS	6,065.40	4,234.75	1,830.65	30.18	01/08/99
121	10212-0	M & M TRADERS	13,048.75	9,416.86	3,631.89	27.83	03/26/98
121	10214-0	M & M TRADERS	1,182.60	768.69	413.91	35.00	01/08/99
121	10221-0	M & M TRADERS	2,215.20	1,456.93	758.27	34.23	01/08/99
		PROJECT TOTALS (OLD)	35,182.27	25,031.82	10,150.45	28.85	

Invoice Summary Report by Customer

This report shows the invoice summary information. It is sorted by customer.

To print this report, you must first catalog it in the (LT) screen. The selector for this report is PO-42C. After this report is cataloged, the report displays as a selection in the (T) screen.

SALES PERSON		SALES PERSON NAME	LOC	PROJECT NUMBER	PROJECT NAME	INVOICE NUMBER	CUSTOMER NAME	INVOICE DATE	INVOICE VALUE	INVOICE COST	GROSS MARGIN	G/P %
D.D.M.S. INC.												02/26/07
P.O. BOX 507												13:25:40
KELLER		TX 76248										PAGE 1
INVOICE GROSS PROFIT REPORT BY: CUST												

WIP CUST WIP TEST CUST												
101	DONNIE SCRIBNER	1	288	WIP PROJECT	25959	WIP TEST CUST		07/28/05	13,048.75	9,416.86	3,631.89	27.83
101	DONNIE SCRIBNER	1		WIP CUST REGULAR SALES ORDER	25957	WIP TEST CUST		07/28/05	146.40	95.16	51.24	35.00
101	DONNIE SCRIBNER	1		WIP TEST WIP TEST CASE	25956	WIP TEST CUST		10/24/05	8,587.00	3,200.80	5,386.20	62.73
TOTAL FOR (WIP CUST) WIP TEST CUST									21,782.15	12,712.82	9,069.33	41.64
TOTAL FOR CUSTOMERS									21,782.15	12,712.82	9,069.33	41.64

Invoice Summary Report by Location

This report shows the invoice summary information. It is sorted by location.

To print this report, you must first catalog it in the (LT) screen. The selector for this report is PO-42L. After this report is cataloged, the report displays as a selection in the (T) screen.

D.D.M.S. INC.		INVOICE GROSS PROFIT REPORT BY: LOC						02/26/07		
P.O. BOX 507								13:23:46		
KELLER		TX 76248						PAGE 1		
LOC.	INVOICE NUMBER	INVOICE DATE	CUST ID	CUSTOMER NAME	PROJECT NUMBER	PROJECT NAME	INVOICE VALUE	INVOICE COST	GROSS MARGIN	GP%
1	25956-0	07/28/05	WIP CUST	WIP TEST CUST	WIP TEST	WIP TEST CASE	8,587.00	3,198.80	5,388.20	62.75
1	25956-1	10/24/05	WIP CUST	WIP TEST CUST	WIP TEST	WIP TEST CASE	.00	2.00	-2.00	.00
1	25957-0	07/28/05	WIP CUST	WIP TEST CUST	WIP CUST	REGULAR SALES ORDER	146.40	95.16	51.24	35.00
1	25959-0	07/28/05	WIP CUST	WIP TEST CUST	288	WIP PROJECT	13,048.75	9,416.86	3,631.89	27.83
(1) LOCATION TOTAL							21,782.15	12,712.82	9,069.33	41.64
TOTAL ALL LOCATIONS							21,782.15	12,712.82	9,069.33	41.64

Invoice Summary Report by Salesperson

This report shows the invoice summary information. It is sorted by salesperson number.

To print this report, you must first catalog it in the (LT) screen. The selector for this report is PO-42S. After this report is cataloged, the report displays as a selection in the (T) screen.

SALES PERSON		SALES PERSON NAME	LOC	PROJECT NUMBER	PROJECT NAME	INVOICE NUMBER	CUSTOMER NAME	INVOICE DATE	INVOICE VALUE	INVOICE COST	GROSS MARGIN	G P %
D.D.M.S. INC. P.O. BOX 507 KELLER TX 76248 INVOICE GROSS PROFIT REPORT BY:SLSP 02/26/07 13:27:12 PAGE 1												
(101)	DONNIE SCRIBNER											
101	DONNIE SCRIBNER		1	288	WIP PROJECT	25959	WIP TEST CUST	07/28/05	13,048.75	9,416.86	3,631.89	27.83
101	DONNIE SCRIBNER		1		WIP CUST REGULAR SALES ORDER	25957	WIP TEST CUST	07/28/05	146.40	95.16	51.24	35.00
101	DONNIE SCRIBNER		1		WIP TEST WIP TEST CASE	25956	WIP TEST CUST	10/24/05	8,587.00	3,200.80	5,386.20	62.73
TOTAL FOR (101) DONNIE SCRIBNER									21,782.15	12,712.82	9,069.33	41.64
TOTAL FOR SALEPEOPLE									21,782.15	12,712.82	9,069.33	41.64

Order Gross Profit Report by Customer

This report shows the invoice summary information. It is sorted by customer.

To print this report, you must first catalog it in the (LT) screen. The selector for this report is PO-45C. After this report is cataloged, the report displays as a selection in the (T) screen.

SALES PERSON		SALES PERSON NAME	LOC	PROJECT NUMBER	PROJECT NAME	SALES ORDER#	CUSTOMER NAME	ORDER DATE	ORDER VALUE	ORDER COST	GROSS MARGIN	G P %
D.D.M.S. INC. ORDER GROSS PROFIT REPORT BY: CUST 02/26/07 P.O.BOX 507 09:19:28 KELLER TX 76248 BACKLOG REPORT PAGE 1												

1111111 ABC CO												
101	DONNIE SCRIBNER	1	1111111	GENERAL FURNITURE PR	10106	ABC CO	02/13/07	386.74	239.46	147.28	38.08	
101	DONNIE SCRIBNER	1	1111111	GENERAL FURNITURE PR	10107	ABC CO	02/13/07	3,318.00	1,260.84	2,057.16	62.00	
101	DONNIE SCRIBNER	1	1111111	GENERAL FURNITURE PR	10108	ABC CO	02/13/07	257.52	168.72	88.80	34.48	
101	DONNIE SCRIBNER	1	1111111	GENERAL FURNITURE PR	10109	ABC CO	02/13/07	2,676.70	1,799.85	876.85	32.76	
TOTAL FOR (101) DONNIE SCRIBNER									6,638.96	3,468.87	3,170.09	47.75
D.D.M.S. INC. ORDER GROSS PROFIT REPORT BY: CUST 02/26/07 P.O.BOX 507 09:19:28 KELLER TX 76248 BACKLOG REPORT PAGE 10												

355200 G & L V-B OFFICE SUPPLY COMPAN												
222	MARK SANDERS	1	102	REGULAR SALES ORDER	19711	G & L V-B OFFICE SUPPLY COMPAN	11/04/03	2,676.70	1,799.85	876.85	32.76	
TOTAL FOR (222) MARK SANDERS									2,676.70	1,799.85	876.85	32.76
D.D.M.S. INC. ORDER GROSS PROFIT REPORT BY: CUST 02/26/07 P.O.BOX 507 09:19:28 KELLER TX 76248 BACKLOG REPORT PAGE 11												

KATUN KATUN												
101	DONNIE SCRIBNER	2	KATUN	GENERAL FURNITURE PR	10104	KATUN	01/30/07	1,543.75	1,015.29	528.46	34.23	
101	DONNIE SCRIBNER	1	KATUN	REGULAR SALES ORDER	25950	KATUN	03/02/05	166.40	125.31	41.09	24.69	
101	DONNIE SCRIBNER	1	KATUN	REGULAR SALES ORDER	25953	KATUN	03/18/05	500.00	300.00	200.00	40.00	
TOTAL FOR (101) DONNIE SCRIBNER									2,210.15	1,440.60	769.55	34.82
D.D.M.S. INC. ORDER GROSS PROFIT REPORT BY: CUST 02/26/07 P.O.BOX 507 09:19:28 KELLER TX 76248 BACKLOG REPORT PAGE 15												

884000 W & G DISTRIBUTORS												
137	GREG HASTINGS	1	227	WORKSHOP EXERCISE A	10272	W & G DISTRIBUTORS	02/07/04	9,599.34	7,679.42	1,919.92	20.00	
TOTAL FOR (137) GREG HASTINGS									9,599.34	7,679.42	1,919.92	20.00

Order Gross Profit Report by Salesperson

This report shows the invoice summary information. It is sorted by salesperson number.

To print this report, you must first catalog it in the (LT) screen. The selector for this report is PO-45S. After this report is cataloged, the report displays as a selection in the (T) screen.

SALES PERSON		LOC	PROJECT NUMBER	PROJECT NAME	SALES ORDER#	CUSTOMER NAME	ORDER DATE	ORDER VALUE	ORDER COST	GROSS MARGIN	G P %
D.D.M.S. INC. ORDER GROSS PROFIT REPORT BY: SLSP 02/26/07 P.O. BOX 507 09:15:22 KELLER TX 76248 BACKLOG REPORT PAGE 1											

(101) DONNIE SCRIBNER											
101	DONNIE SCRIBNER	1	108	108	10041		11/10/03	29.99	21.33	8.66	28.88
101	DONNIE SCRIBNER	1	287	WIP TEST	25958	WIP TEST CUST	07/28/05	553.55	442.43	111.12	20.07
101	DONNIE SCRIBNER	1	10030	REGULAR SALES ORDER	25917	SERVICING DEALER	12/01/04	2,518.36	1,693.38	824.98	32.76
101	DONNIE SCRIBNER	1	10030	REGULAR SALES ORDER	25918	SERVICING DEALER	12/03/04	2,518.36	1,693.38	824.98	32.76
101	DONNIE SCRIBNER	1	10030	REGULAR SALES ORDER	25919	SERVICING DEALER	12/03/04	3,624.18	2,990.22	633.96	17.49
101	DONNIE SCRIBNER	1	10030	REGULAR SALES ORDER	25922	SERVICING DEALER	12/09/04	2,518.36	1,693.38	824.98	32.76
101	DONNIE SCRIBNER	1	10030	REGULAR SALES ORDER	25923	SERVICING DEALER	12/09/04	299.80	224.64	75.16	25.07
101	DONNIE SCRIBNER	1	10030	REGULAR SALES ORDER	25952	SERVICING DEALER	03/18/05	2,066.84	1,611.40	455.44	22.04
101	DONNIE SCRIBNER	2		KATUN GENERAL FURNITURE PR	10104	KATUN	01/30/07	1,543.75	1,015.29	528.46	34.23
101	DONNIE SCRIBNER	1		KATUN REGULAR SALES ORDER	25950	KATUN	03/02/05	166.40	125.31	41.09	24.69
101	DONNIE SCRIBNER	1		KATUN REGULAR SALES ORDER	25953	KATUN	03/18/05	500.00	300.00	200.00	40.00
101	DONNIE SCRIBNER	1		ROBIN ROBIN'S TEST PROJECT	25954	SERVICING DEALER	04/20/05	13,326.57	9,603.67	3,722.90	27.94
101	DONNIE SCRIBNER	1	1111111	GENERAL FURNITURE PR	10106	ABC CO	02/13/07	386.74	239.46	147.28	38.08
101	DONNIE SCRIBNER	1	1111111	GENERAL FURNITURE PR	10107	ABC CO	02/13/07	3,318.00	1,260.84	2,057.16	62.00
101	DONNIE SCRIBNER	1	1111111	GENERAL FURNITURE PR	10108	ABC CO	02/13/07	257.52	168.72	88.80	34.48
101	DONNIE SCRIBNER	1	1111111	GENERAL FURNITURE PR	10109	ABC CO	02/13/07	2,676.70	1,799.85	876.85	32.76
TOTAL FOR (101) DONNIE SCRIBNER								36,305.12	24,883.30	11,421.82	31.46
D.D.M.S. INC. ORDER GROSS PROFIT REPORT BY: SLSP 02/26/07 P.O. BOX 507 09:15:22 KELLER TX 76248 BACKLOG REPORT PAGE 2											

(137) GREG HASTINGS											
137	GREG HASTINGS	1	227	WORKSHOP EXERCISE A	10272	W & G DISTRIBUTORS	02/07/04	9,599.34	7,679.42	1,919.92	20.00
TOTAL FOR (137) GREG HASTINGS								9,599.34	7,679.42	1,919.92	20.00
D.D.M.S. INC. ORDER GROSS PROFIT REPORT BY: SLSP 02/26/07 P.O. BOX 507 09:15:22 KELLER TX 76248 BACKLOG REPORT PAGE 3											

(222) MARK SANDERS											
222	MARK SANDERS	1	102	REGULAR SALES ORDER	19711	G & L V-B OFFICE SUPPLY COMPAN	11/04/03	2,676.70	1,799.85	876.85	32.76
TOTAL FOR (222) MARK SANDERS								2,676.70	1,799.85	876.85	32.76

Ensite Pro™ Office Furniture Edition Project Mangement and Reporting

Order Gross Profit Report by Location

This report shows the invoice summary information. It is sorted by location.

To print this report, you must first catalog it in the (LT) screen. The selector for this report is PO-45L. After this report is cataloged, the report displays as a selection in the (T) screen.

LOC.	ORDER NUMBER	ORDER DATE	CUST ID	CUSTOMER NAME	PROJECT NUMBER	PROJECT NAME	SELL	COST	MARGIN	GP%	
DDMS SUPPLIES & EQUIPMENT				ORDER GROSS PROFIT REPORT BY: LOC				03/08/07			
102 N. MAIN ST				BOOKED REPORT				15:39:32			
FT. WORTH TX 76166 5435								PAGE 1			
1	734273-0	05/02/05	3416400	FURNITURE SALES OF	230		2,676.70	1,799.85	876.85	32.76	
1	734274-0	05/02/05	3416400	FURNITURE SALES OF	3416400		2,530.54	1,701.57	828.97	32.76	
1	734275-0	05/02/05	102172	THERMAL CONTROL TECHNOLOG	102172		27,106.20	18,925.05	8,181.15	30.18	
1	734276-0	05/02/05	103397	SCOTT LAW OFFICES	103397		21,968.18	17,686.90	4,281.28	19.49	
1	734277-0	05/02/05	103139	LOVETT & SONS INC	103139		2,365.20	1,537.38	827.82	35.00	
1	734278-0	05/02/05	109782	SEW CREATIVE	109782		11,964.20	3,161.73	8,802.47	73.57	
1	734279-0	05/02/05	3742359	MARK JEWELL PHOTOGRAPHY	3742359		42,602.72	42,471.04	131.68	00.31	
1	734280-0	05/02/05	3251500	BOB ANDERSON FORD/MERCURY	3251500		16,621.00	13,296.80	3,324.20	20.00	
1	734281-0	05/02/05	102218	HERITAGE FORD INC	102218		8,394.00	4,880.30	3,513.70	41.86	
1	734282-0	05/02/05	3352777	LABELCRAFTERS	3352777		13,048.75	9,416.86	3,631.89	27.83	
1	734283-0	05/02/05	101626	ST TERESA'S SCHOOL	101626		6,552.31	5,087.87	1,464.44	22.35	
1	734284-0	05/02/05	3454056	O'KEEFE ELEVATOR COMPANY	3454056		3,624.18	2,990.22	633.96	17.49	
1	734285-0	05/02/05	2892462	T M DESIGN INC	231		8,394.00	4,880.30	3,513.70	41.86	
1	734286-0	05/02/05	2892462	T M DESIGN INC	232		8,394.00	4,880.30	3,513.70	41.86	
1	734288-0	06/20/05	2892462	T M DESIGN INC	233		8,394.00	4,880.30	3,513.70	41.86	
1	734290-0	06/24/05	104288	G & J ENTERPRISES	236		18,701.41	10,993.05	7,565.26	40.76	
1	734291-1	06/24/05	104288	G & J ENTERPRISES	104288		27,388.90	19,049.07	8,339.83	30.45	
1	734292-0	06/24/05	104288	G & J ENTERPRISES	104288		123.70	62.01	61.69	49.87	
1	734294-0	06/25/05	3443010	T & S REAL ESTATE	237		2,676.70	1,799.85	876.85	32.76	
1	734295-0	06/25/05	3443010	T & S REAL ESTATE	3443010		2,676.70	1,799.85	876.85	32.76	
1	734296-0	06/25/05	3443010	T & S REAL ESTATE	3443010		17,500.00	750.00	16,750.00	95.71	
1	734297-0	06/25/05	3313520	S & L DISTRIBUTORS INC	238		10.52	.00	10.52	100.00	
1	734302-0	02/22/06	2892462	T M DESIGN INC	240		13,048.75	9,416.86	3,631.89	27.83	
1	734303-0	03/29/06	2892462	T M DESIGN INC	241		.00	1,435.07	-1,435.07	.00	
1	734366-0	08/08/06	2892462	T M DESIGN INC	44282		13,373.75	9,546.86	3,826.89	28.62	
1	734367-0	08/08/06	2892462	T M DESIGN INC	43564		13,048.75	9,416.86	3,631.89	27.83	
1	734368-0	08/08/06	2892462	T M DESIGN INC	44282		13,048.75	9,416.86	3,631.89	27.83	
1	734369-0	08/08/06	2892462	T M DESIGN INC	44282		13,048.75	9,416.86	3,631.89	27.83	
1	734370-0	08/08/06	2892462	T M DESIGN INC	41846		8,394.00	4,880.30	3,513.70	41.86	
1	734372-0	08/08/06	8	CASH FRIDAY	41408		16,621.00	13,296.80	3,324.20	20.00	
1	734374-0	08/08/06	2892462	T M DESIGN INC	43427		13,048.75	9,416.86	3,631.89	27.83	
1	734377-0	08/08/06	2892462	T M DESIGN INC	43895		13,048.75	9,416.86	3,631.89	27.83	
1	734379-0	08/08/06	2892462	T M DESIGN INC	43968		24,119.45	16,097.01	8,022.44	33.26	
1	734380-0	08/08/06	2892462	T M DESIGN INC	43971		13,048.75	9,416.86	3,631.89	27.83	
DDMS SUPPLIES & EQUIPMENT				ORDER GROSS PROFIT REPORT BY: LOC				03/08/07			
102 N. MAIN ST				BOOKED REPORT				15:39:32			
FT. WORTH TX 76166 5435								PAGE 2			
1	734381-0	08/08/06	2892462	T M DESIGN INC	41887		13,048.75	9,416.86	3,631.89	27.83	
1	734383-0	09/27/06	2892462	T M DESIGN INC	242		13,048.75	9,416.86	3,631.89	27.83	
1	734392-0	01/18/07	2892462	T M DESIGN INC	243		8,394.00	4,880.30	3,513.70	41.86	
1	734395-0	03/06/07	4985515	AG PROCESSING	245		10,315.70	5,315.00	4,136.70	43.77	
(1) LOCATION TOTAL							452,370.56	312,253.38	139,110.08	30.82	
TOTAL ALL LOCATIONS							452,370.56	312,253.38	139,110.08	30.82	

Order Summary Report by Customer

This report shows the invoice summary information. It is sorted by customer account number.

To print this report, you must first catalog it in the (LT) screen. The selector for this report is PO-46C. After this report is cataloged, the report displays as a selection in the (T) screen.

DDMS SUPPLIES & EQUIPMENT												ORDER SUMMARY REPORT BY: CUSTOMER		03/08/07	
102 N. MAIN ST														15:36:56	
FT. WORTH TX 76166 5435														PAGE 1	
SALES PERSON	SALES PERSON NAME	LOC	PROJECT NUMBER	PROJECT NAME	ORDER NUMBER	CUSTOMER NAME	ORDER DATE	ORDER VALUE	ORDER COST	GROSS MARGIN	G/P %				

2892462 T M DESIGN INC															
07		1	241	WESTERN BAPTIST HOS	734303	T M DESIGN INC	03/29/06	.00	1,435.07	-1,435.07	.00				
TOTAL FOR (2892462) T M DESIGN INC								.00	1,435.07	-1,435.07	.00				
DDMS SUPPLIES & EQUIPMENT												ORDER SUMMARY REPORT BY: CUSTOMER		03/08/07	
102 N. MAIN ST														15:36:56	
FT. WORTH TX 76166 5435														PAGE 2	
SALES PERSON	SALES PERSON NAME	LOC	PROJECT NUMBER	PROJECT NAME	ORDER NUMBER	CUSTOMER NAME	ORDER DATE	ORDER VALUE	ORDER COST	GROSS MARGIN	G/P %				

2892462 T M DESIGN INC															
121	BOBBY HEAD	1	242	PROJ 242	734383	T M DESIGN INC	09/27/06	13,048.75	9,416.86	3,631.89	27.83				
121	BOBBY HEAD	1	243	PROJ 243	734392	T M DESIGN INC	01/18/07	8,394.00	4,880.30	3,513.70	41.86				
121	BOBBY HEAD	1	245	PROJ 245	734395	AG PROCESSING	03/06/07	9,451.70	5,315.00	4,136.70	43.77				
121	BOBBY HEAD	1	41408	QC 41408	734372	CASH FRIDAY	08/08/06	16,621.00	13,296.80	3,324.20	20.00				
121	BOBBY HEAD	1	41846	QC 41846	734370	T M DESIGN INC	08/08/06	8,394.00	4,880.30	3,513.70	41.86				
121	BOBBY HEAD	1	41887	QC 41887	734381	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83				
121	BOBBY HEAD	1	43427	QC 43427	734374	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83				
121	BOBBY HEAD	1	43564	QC 43564	734367	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83				
121	BOBBY HEAD	1	43895	QC 43895	734377	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83				
121	BOBBY HEAD	1	43968	QC 43968	734379	T M DESIGN INC	08/08/06	24,119.45	16,097.01	8,022.44	33.26				
121	BOBBY HEAD	1	43971	QC 43971	734380	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83				
121	BOBBY HEAD	1	44282	QC 44282	734366	T M DESIGN INC	08/08/06	13,373.75	9,546.86	3,826.89	28.62				
121	BOBBY HEAD	1	44282	QC 44282	734368	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83				
121	BOBBY HEAD	1	44282	QC 44282	734369	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83				
TOTAL FOR (2892462) T M DESIGN INC								184,743.90	129,351.15	55,392.75	29.98				
TOTAL FOR CUSTOMERS								451,363.46	312,253.38	139,110.08	30.82				

Ensite Pro™ Office Furniture Edition Project Mangement and Reporting

Order Summary Report by Location

This report shows the invoice summary information. It is sorted by location number.

To print this report, you must first catalog it in the (LT) screen. The selector for this report is PO-46L. After this report is cataloged, the report displays as a selection in the (T) screen.

DDMS SUPPLIES & EQUIPMENT				ORDER SUMMARY REPORT BY: LOCATION				03/08/07		
102 N. MAIN ST								15:38:01		
FT. WORTH TX 76166 5435								PAGE 1		
LOC.	ORDER NUMBER	ORDER DATE	CUST ID	CUSTOMER NAME	PROJECT NUMBER	PROJECT NAME	ORDER VALUE	ORDER COST	GROSS MARGIN	GP%
1	734273-0	05/02/05	3416400	FURNITURE SALES OF	230	PROJ 230	2,676.70	1,799.85	876.85	32.76
1	734274-0	05/02/05	3416400	FURNITURE SALES OF	3416400	GENERAL PROJECT	2,530.54	1,701.57	828.97	32.76
1	734275-0	05/02/05	102172	THERMAL CONTROL TECHNOLOG	102172	GENERAL PROJECT	27,106.20	18,925.05	8,181.15	30.18
1	734276-0	05/02/05	103397	SCOTT LAW OFFICES	103397	GENERAL PROJECT	21,968.18	17,686.90	4,281.28	19.49
1	734277-0	05/02/05	103139	LOVETT & SONS INC	103139	GENERAL PROJECT	2,365.20	1,537.38	827.82	35.00
1	734278-0	05/02/05	109782	SEW CREATIVE	109782	GENERAL PROJECT	11,964.20	3,161.73	8,802.47	73.57
1	734279-0	05/02/05	3742359	MARK JEWELL PHOTOGRAPHY	3742359	GENERAL PROJECT	42,602.72	42,471.04	131.68	00.31
1	734280-0	05/02/05	3251500	BOB ANDERSON FORD/MERCURY	3251500	GENERAL PROJECT	16,621.00	13,296.80	3,324.20	20.00
1	734281-0	05/02/05	102218	HERITAGE FORD INC	102218	GENERAL PROJECT	8,394.00	4,880.30	3,513.70	41.86
1	734282-0	05/02/05	3352777	LABELCRAFTERS	3352777	GENERAL PROJECT	13,048.75	9,416.86	3,631.89	27.83
1	734283-0	05/02/05	101626	ST TERESA'S SCHOOL	101626	GENERAL PROJECT	6,552.31	5,087.87	1,464.44	22.35
1	734284-0	05/02/05	3454056	O'KEEFE ELEVATOR COMPANY	3454056	GENERAL PROJECT	3,624.18	2,990.22	633.96	17.49
1	734285-0	05/02/05	2892462	T M DESIGN INC	231	PROJ 231	8,394.00	4,880.30	3,513.70	41.86
1	734286-0	05/02/05	2892462	T M DESIGN INC	232	PROJ 232	8,394.00	4,880.30	3,513.70	41.86
1	734288-0	06/20/05	2892462	T M DESIGN INC	233	PROJ 233	8,394.00	4,880.30	3,513.70	41.86
1	734290-0	06/24/05	104288	G & J ENTERPRISES	236	TEST	18,701.41	10,993.05	7,565.26	40.76
1	734291-1	06/24/05	104288	G & J ENTERPRISES	104288	GENERAL PROJECT	27,388.90	19,049.07	8,339.83	30.45
1	734292-0	06/24/05	104288	G & J ENTERPRISES	104288	GENERAL PROJECT	123.70	62.01	61.69	49.87
1	734294-0	06/25/05	3443010	T & S REAL ESTATE	237	TKTKKT	2,676.70	1,799.85	876.85	32.76
1	734295-0	06/25/05	3443010	T & S REAL ESTATE	3443010	JOSH'S OFFICE	2,676.70	1,799.85	876.85	32.76
1	734296-0	06/25/05	3443010	T & S REAL ESTATE	3443010	JOSH'S OFFICE	17,500.00	750.00	16,750.00	95.71
1	734297-0	06/25/05	3313520	S & L DISTRIBUTORS INC	238	TEST	10.52	.00	10.52	100.00
1	734302-0	02/22/06	2892462	T M DESIGN INC	240	PROJ 240	13,048.75	9,416.86	3,631.89	27.83
1	734303-0	03/29/06	2892462	T M DESIGN INC	241	WESTERN BAPTIST HOSP	.00	1,435.07	-1,435.07	.00
1	734366-0	08/08/06	2892462	T M DESIGN INC	44282	QC 44282	13,373.75	9,546.86	3,826.89	28.62
1	734367-0	08/08/06	2892462	T M DESIGN INC	43564	QC 43564	13,048.75	9,416.86	3,631.89	27.83
1	734368-0	08/08/06	2892462	T M DESIGN INC	44282	QC 44282	13,048.75	9,416.86	3,631.89	27.83
1	734369-0	08/08/06	2892462	T M DESIGN INC	44282	QC 44282	13,048.75	9,416.86	3,631.89	27.83
1	734370-0	08/08/06	2892462	T M DESIGN INC	41846	QC 41846	8,394.00	4,880.30	3,513.70	41.86
1	734372-0	08/08/06	8	CASH FRIDAY	41408	QC 41408	16,621.00	13,296.80	3,324.20	20.00
1	734374-0	08/08/06	2892462	T M DESIGN INC	43427	QC 43427	13,048.75	9,416.86	3,631.89	27.83
1	734377-0	08/08/06	2892462	T M DESIGN INC	43895	QC 43895	13,048.75	9,416.86	3,631.89	27.83
1	734379-0	08/08/06	2892462	T M DESIGN INC	43968	QC 43968	24,119.45	16,097.01	8,022.44	33.26
1	734380-0	08/08/06	2892462	T M DESIGN INC	43971	QC 43971	13,048.75	9,416.86	3,631.89	27.83
DDMS SUPPLIES & EQUIPMENT				ORDER SUMMARY REPORT BY: LOCATION				03/08/07		
102 N. MAIN ST								15:38:01		
FT. WORTH TX 76166 5435								PAGE 2		
LOC.	ORDER NUMBER	ORDER DATE	CUST ID	CUSTOMER NAME	PROJECT NUMBER	PROJECT NAME	ORDER VALUE	ORDER COST	GROSS MARGIN	GP%
1	734381-0	08/08/06	2892462	T M DESIGN INC	41887	QC 41887	13,048.75	9,416.86	3,631.89	27.83
1	734383-0	09/27/06	2892462	T M DESIGN INC	242	PROJ 242	13,048.75	9,416.86	3,631.89	27.83
1	734392-0	01/18/07	2892462	T M DESIGN INC	243	PROJ 243	8,394.00	4,880.30	3,513.70	41.86
1	734395-0	03/06/07	4985515	AG PROCESSING	245	PROJ 245	10,315.70	5,315.00	4,136.70	43.77
(1) LOCATION TOTAL							452,370.56	312,253.38	139,110.08	30.82
TOTAL ALL LOCATIONS							452,370.56	312,253.38	139,110.08	30.82

Order Summary Report by Salesperson

This report shows the invoice summary information. It is sorted by salesperson number.

To print this report, you must first catalog it in the (LT) screen. The selector for this report is PO-46S. After this report is cataloged, the report displays as a selection in the (T) screen.

DDMS SUPPLIES & EQUIPMENT				ORDER SUMMARY REPORT BY SALESPERSON					03/08/07	
102 N. MAIN ST				LOCATION (1)					15:38:49	
FT. WORTH TX 76166 5435				BOOKED REPORT					PAGE 1	
SALES PERSON	SALES PERSON NAME	PROJECT NUMBER	PROJECT NAME	SALES ORDER#	CUSTOMER NAME	ORDER DATE	ORDER VALUE	ORDER COST	GROSS MARGIN	GP%
07		241	WESTERN BAPTIST HO	734303	T M DESIGN INC	03/29/06	.00	1,435.07	-1,435.07	.00
TOTAL FOR ()							.00	1,435.07	-1,435.07	.00
DDMS SUPPLIES & EQUIPMENT				ORDER SUMMARY REPORT BY SALESPERSON					03/08/07	
102 N. MAIN ST				LOCATION (1)					15:38:49	
FT. WORTH TX 76166 5435				BOOKED REPORT					PAGE 2	
SALES PERSON	SALES PERSON NAME	PROJECT NUMBER	PROJECT NAME	SALES ORDER#	CUSTOMER NAME	ORDER DATE	ORDER VALUE	ORDER COST	GROSS MARGIN	GP%
101	ANYONE USING TH	233	PROJ 233	734288	T M DESIGN INC	06/20/05	8,394.00	4,880.30	3,513.70	41.86
101	ANYONE USING TH	237	TKTKKT	734294	T & S REAL ESTATE	06/25/05	2,676.70	1,799.85	876.85	32.76
101	ANYONE USING TH	3443010	JOSH'S OFFICE	734295	T & S REAL ESTATE	06/25/05	2,676.70	1,799.85	876.85	32.76
TOTAL FOR (101) ANYONE USING THIS MA							13,747.40	8,480.00	5,267.40	38.32
DDMS SUPPLIES & EQUIPMENT				ORDER SUMMARY REPORT BY SALESPERSON					03/08/07	
102 N. MAIN ST				LOCATION (1)					15:38:49	
FT. WORTH TX 76166 5435				BOOKED REPORT					PAGE 3	
SALES PERSON	SALES PERSON NAME	PROJECT NUMBER	PROJECT NAME	SALES ORDER#	CUSTOMER NAME	ORDER DATE	ORDER VALUE	ORDER COST	GROSS MARGIN	GP%
121	BOBBY HEAD	242	PROJ 242	734383	T M DESIGN INC	09/27/06	13,048.75	9,416.86	3,631.89	27.83
121	BOBBY HEAD	243	PROJ 243	734392	T M DESIGN INC	01/18/07	8,394.00	4,880.30	3,513.70	41.86
121	BOBBY HEAD	245	PROJ 245	734395	AG PROCESSING	03/06/07	9,451.70	5,315.00	4,136.70	43.77
121	BOBBY HEAD	41408	QC 41408	734372	CASH FRIDAY	08/08/06	16,621.00	13,296.80	3,324.20	20.00
121	BOBBY HEAD	41846	QC 41846	734370	T M DESIGN INC	08/08/06	8,394.00	4,880.30	3,513.70	41.86
121	BOBBY HEAD	41887	QC 41887	734381	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83
121	BOBBY HEAD	43427	QC 43427	734374	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83
121	BOBBY HEAD	43564	QC 43564	734367	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83
121	BOBBY HEAD	43895	QC 43895	734377	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83
121	BOBBY HEAD	43968	QC 43968	734379	T M DESIGN INC	08/08/06	24,119.45	16,097.01	8,022.44	33.26
121	BOBBY HEAD	43971	QC 43971	734380	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83
121	BOBBY HEAD	44282	QC 44282	734366	T M DESIGN INC	08/08/06	13,373.75	9,546.86	3,826.89	28.62
121	BOBBY HEAD	44282	QC 44282	734368	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83
121	BOBBY HEAD	44282	QC 44282	734369	T M DESIGN INC	08/08/06	13,048.75	9,416.86	3,631.89	27.83
TOTAL FOR (121) BOBBY HEAD							184,743.90	129,351.15	55,392.75	29.98
TOTAL FOR ()							29,836.75	19,177.46	10,659.29	35.73
DDMS SUPPLIES & EQUIPMENT				ORDER SUMMARY REPORT BY SALESPERSON					03/08/07	
102 N. MAIN ST				LOCATION (1)					15:38:49	
FT. WORTH TX 76166 5435				BOOKED REPORT					PAGE 4	
SALES PERSON	SALES PERSON NAME	PROJECT NUMBER	PROJECT NAME	SALES ORDER#	CUSTOMER NAME	ORDER DATE	ORDER VALUE	ORDER COST	GROSS MARGIN	GP%
506		3454056	GENERAL PROJECT	734284	O'KEEFE ELEVATOR COMPANY	05/02/05	3,624.18	2,990.22	633.96	17.49
TOTAL FOR ()							3,624.18	2,990.22	633.96	17.49

Work in Progress P/Os Not Billed Report

This report is a list of all work in progress purchase orders that have not been billed. This report is sorted according to vendor number and purchase order number.

To print this report, you must first catalog the report in the (LT) screen. The selector name for this report is WIP-PO. After the report is cataloged, the report displays as a selection in the (T) screen.

D.D.M.S. INC.		WORK IN PROGRESS REPORT				02/23/07	
P.O.BOX 507						16:45:59	
KELLER		TX 76248	OUTSTANDING P O'S NOT POSTED TO A/P		PAGE 1		
P O #	F O #	ORD DATE	REC DATE	P O BALANCE			
=====							
A-1	A-1 LOCKSMITH						
	757 1234	04/10/99	04/10/99	\$	2,842.19		
	A-1 LOCKSMITH		A-1	TOTAL \$	2,842.19		
ALLSTE	ALLSTEEL FURNITURE						
	25009 5A45A9	04/20/01	02/06/02	\$	106.86		
	25016 34	06/27/01	02/05/02	\$	108.42		
	25191ALS 412A589	05/01/01	05/02/01	\$	140.40		
	25234ALS 741852	06/11/01	06/11/01	\$	1,655.94		
	25238ALS 67	11/02/01	11/02/01	\$	1,701.57		
	25253ALS 678	06/28/01	08/03/01	\$	1,038.57		
	25268ALS 87459	07/24/01	07/24/01	\$	1,701.57		
	25269ALS 258	07/26/01	02/06/02	\$	460.59		
	25324ALS 654789	09/06/01	09/06/01	\$	1,563.51		
	25375ALS ALS258	10/18/01	10/18/01	\$	1,400.88		
	25375ALS ALS2581	10/18/01	10/18/01	\$	199.68		
	25389ALS	10/23/01	05/24/02	\$	1,661.40		
	25398ALS 258	11/13/01	03/20/02	\$	688.74		
	25422ALS 258	12/03/01	12/14/01	\$	1,785.03		
	25472ALS 123	02/04/02	02/28/02	\$	1,774.50		
	25525ALS 987	02/27/02	03/19/02	\$	529.60		
	25529ALS 932	03/11/02	03/19/02	\$	1,781.91		
	ALLSTEEL FURNITURE		ALLSTE	TOTAL \$	18,299.17		

Work in Progress Report

This report is a list of all work in progress purchase orders that have not been billed. This report is sorted according to vendor number and purchase order number.

To print this report, you must first catalog the report in the (LT) screen. The selector name for this report is WIP-PO. After the report is cataloged, the report displays as a selection in the (T) screen.

PICK NO.	CUST. NO.	DEPT	ITEM NUMBER	CO.	S O/T	DATE	ORDER	SHIP	BACK	P D	COST	PRICE	
D.D.M.S. INC. WORK IN PROGRESS REPORT 08:51:47 P.O.BOX 507 TX 76248 PRODUCT IN WAREHOUSE NOT BILLED 02/26/07 KELLER PAGE 1													
10035-0	102		AE123AWB		6 228	11-07-03	1	1		2 F	560.500	774.000	
			Lim/Seat,Adj Arms,B Sz		-								
			1180.000		-								
			Option = AJ			Adjus-table							
			Option = G1			Graph-ite							
			Option = BB			2 1/2-" Hd Dbl Wl Caster, Cp							
			Option = BK			Black-							
			Option = 3D			Pelli-cle -Pr Cat 1							
			Option = 01			Pelli-cle Carbon							
10035-0	102		A1125.6742N		6 228	11-07-03	5	5		2 F	194.700	382.500	
			67H 42W		-								
			649.000		-								
			Option = MT			Mediu-m Tone							
			Option = MT			Mediu-m Tone							
			Option = 48			Momen-tum-Pr Cat 3							
			Option = 13			Momen-tum Desert Veil							
			Option = 48			Momen-tum-Pr Cat 3							
			Option = 13			Momen-tum Desert Veil							
10035-0	102		DB280.2236L		6 228	11-07-03	1	1		2 F	436.800	770.400	
			1092.000		-								
			Option = HT			Inner- Tone							
			Option = BU			Black- Umber							
10218-0	NORA		DELIVERY-UC		6 228	01-08-04	1	1		2 F	2.400	4.000	
10218-0	NORA		INSTALLATION-UC		6 228	01-08-04	1	1		2 F	2.400	4.000	
10218-0	NORA		DESIGN FEE-UC		6 228	01-08-04	2	2		2 F	6.000	10.000	
10408-0	NORA		TPB		6 228	04-30-04	1	1		2 F	.000	1.600	
10410-0	NORA		TPB		6 228	04-30-04	1	1		2 F	.000	2.000	
10420-0	NORA		E2765.3672		6 228	05-05-04	2	2		2 F	613.200	998.000	
			72W		-								
			Option = N9			Red S-addle							
50013-0	APRIL		SERIAL ITEM	GEN	6 101	10-28-03	1	1		2	.000	.000	
			SERVICE WORKORDER #		-1193	TECH: 101	CODE: BC						
50014-0	APRIL		SERIAL ITEM	GEN	6 101	10-28-03	1	1		2	.000	.000	
			SERVICE WORKORDER #		-1194	TECH: 101	CODE: BC						
50019-0	APRIL		SERIAL ITEM	GEN	6 101	10-29-03	1	1		2	.000	.000	
50027-0	APRIL		DIANE-UC	DS	6 101	10-29-03	1	1		2 1	1.800	3.000	
TOTAL WORK IN PROGRESS REPORT											TOTAL LINES (57)	DOLLARS	\$ 7,853.10 14,248.50