

Open the **platform** and click **Product** next to the Sales Data report.

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### Sales data report

Product

**Date and time**

From - To  
31/08/2022 - 31/08/2022

I want a report of:

Today  
 Yesterday  
 This week  
 This month  
 Custom

Hours range (start hour - end hour)  
6:00 - 6:00

**Turnover group**

Low VAT  
 Hight VAT

This overview is not suitable for your VAT statement, amounts may have been rounded.

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Naam	ID	Total	Excl. discount Incl.VAT	Incl.Discount Excl. VAT	Incl.Discount Incl.VAT
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Select the correct report.

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### Sales data report

Turnover group

- Product
- Turnover group**
- Product group
- Price level

Date and time

From - To: 31/08/2022 - 31/08/2022

I want a report of:

Today

Yesterday

This week

This month

Custom

Hours range (start hour - end hour): 6:00 - 6:00

Turnover group

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Specify your report period by completing these **fields**.

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Add a Turnover group by ticking the following **box**.

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 This month  
 Custom

Hours range (start hour - end hour)  
6:00 - 6:00

**Turnover group**

Low VAT  
 High VAT

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Specify the Product of the Turnover group by clicking on the following **arrow**.

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**Turnover group**

Low VAT  
 High VAT

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------	----	-------	----------------------------	----------------------------	---------------------------



Click on **Generate**. **Note: The report will only be updated by clicking Generate.**

The screenshot shows the 'Sales data report' configuration page in the booq v2.25.0 interface. The page includes a sidebar menu with options like Dashboard, Articles, Finances, and General. The main content area is titled 'Sales data report' and features a 'Product' dropdown menu. Below this, there are two columns: 'Date and time' and 'Turnover group'. The 'Date and time' section has a 'From - To' date range of '01/08/2022 - 31/08/2022' and radio buttons for 'I want a report of:' with 'This month' selected. The 'Turnover group' section has checkboxes for 'Low VAT' (unchecked) and 'Hight VAT' (checked). At the bottom, there are buttons for 'Download as XLS', 'Download as CSV', 'Download as PDF', and a highlighted 'Generate' button. Below the buttons is a table header with columns: Naam, ID, Total, Excl. discount Incl.VAT, Incl.Discount Excl. VAT, and Incl.Discount Incl.VAT.



To download the report as PDF click on **Download as PDF**.

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**Turnover group**

Low VAT  
 High VAT  
 Drinks High VAT  
 6-course Menu (copy)

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Naam	ID	Total	Excl. discount Incl.VAT	Incl.Discount Excl. VAT	Incl.Discount Incl.VAT
Café Espagnol	#41	3	€ 23.25	€ 21.33	€ 23.25
Café Italien	#42	1	€ 7.75	€ 7.11	€ 7.75
Grimbergen Double	#74	2	€ 9.50	€ 7.86	€ 9.50
Grolsch Triple	#75	1	€ 4.75	€ 3.93	€ 4.75
<b>Drinks High VAT</b>	<b>#5</b>	<b>7</b>	<b>€ 45.25</b>	<b>€ 40.23</b>	<b>€ 45.25</b>
<b>Total</b>		<b>7</b>	<b>€ 45.25</b>	<b>€ 40.23</b>	<b>€ 45.25</b>



To download the report as CSV click on **Download as CSV**.

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To download the report as XLS click on **Download as XLS**.

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That's it. You're done.

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