

DEPARTMENT	ROLE	REPORT ID	REPORT NAME	MODULE	RUN FREQUENCY		
MANAGEMENT	Management	K01	Report Definition	System Utilities	Daily		
		NF1	New Car Finance Summary	Vehicle Stockbook	Quarterly		
		NF2	New Car Finance Summary (Archive)	Vehicle Stockbook	Quarterly		
		UF1	Used Car Finance Summary	Vehicle Stockbook	Quarterly		
		PL1	PL Transaction extract	Purchase Ledger	Monthly		
ACCOUNTS	Accountant	End of Day	Zero Balance	Nominal Ledger	Daily		
		End of Day	Vehicle Reconciliation	Vehicle Stockbook	Daily		
		End of Day	Parts Reconciliation	Vehicle Stockbook	Daily		
		MS1	Mispostings	Nominal Ledger	Weekly		
		VA1	Vehicle VAT Check (New)	Vehicle Stockbook	Monthly		
		VA2	Vehicle VAT Check (Used)	Vehicle Stockbook	Monthly		
		IA1	Internal Accounts	Sales Ledger	Weekly		
		SP1	Used Vehicle Profit	Vehicle Stockbook	Weekly		
		SP2	New Vehicle Profit	Vehicle Stockbook	Weekly		
		ES1	Est vs Actuals New	Vehicle Stockbook	Daily		
		ES2	Est vs Actuals Used	Vehicle Stockbook	Daily		
		UC1	Unreceived Costs New & Used	Vehicle Stockbook	Weekly		
		AT1	Attended Hours	Workshop Loading	Weekly		
		K06	Timesheets / Clockings	Workshop Loading	Daily		
		Accounts Assistant	N05	Specification Lines New	Vehicle Stockbook	Weekly	
	U05		Specification Lines Used	Vehicle Stockbook	Weekly		
	KUR		Unattached Deposits	Vehicle Stockbook	Monthly		
	NS2		New Consigned Stock	Vehicle Stockbook	Weekly		
	NS3		New Adopted Stock	Vehicle Stockbook	Weekly		
	SS2		Used Adopted Stock	Vehicle Stockbook	Weekly		
	Accounts General		UN1	Un-invoiced Lines	Vehicle Stockbook	Monthly	
			ME1	"M" Status Stock New	Vehicle Stockbook	Monthly	
			ME2	"M" Status Stock Used	Vehicle Stockbook	Monthly	
			LP2	Lines Pushed w/ no Estimate	Vehicle Stockbook	Daily	
		KUQ	WIP Value Not Invoiced	Point of Sale	Monthly		
		WO1	Work in Progress - Owning Op	Point of Sale	Daily		
		WO2	Zero Value WIPs	Point of Sale	Weekly		
	Purchase Ledger	A01	Invoice Authorization All	Purchase Ledger	Weekly		
		A02	Invoice Authorization Pending	Purchase Ledger	Weekly		
		A03	Passed Docs	Purchase Ledger	Weekly		
		-	Aged Creditors	Purchase Ledger	Weekly		
		ST1	Invoice List w/ Terms	Purchase Ledger	Weekly		
		ST2	Supplier Terms	Purchase Ledger	Weekly		
		K82	Invoices On Stop	Purchase Ledger	Weekly		
		BU1	Invoice Buffer	Purchase Ledger	Adhoc		
	Sales Ledger	VD1	Vehicle Debtors	Sales Ledger	Weekly		
		VD2	Aged Vehicle Debtors	Sales Ledger	Weekly		
		-	Aged Debtors	Sales Ledger	Weekly		
		BU1	Invoice Buffer	Sales Ledger	Adhoc		
	SALES	Sales & Business Managers	NS2	New Consigned Stock	Vehicle Stockbook	Weekly	
			NS3	New Adopted Stock	Vehicle Stockbook	Weekly	
			SP1	Used Vehicle Profit	Vehicle Stockbook	Weekly	
			SP2	New Vehicle Profit	Vehicle Stockbook	Weekly	
			SS2	Used Adopted Stock	Vehicle Stockbook	Weekly	
			DS1	Diary Summary	Point of Sale	Weekly	
Vehicle Admin			KUM	Lines not assigned to WIP	Vehicle Stockbook	Weekly	
			LP2	Lines Pushed w/ no Estimate	Vehicle Stockbook	Daily	
			SS2	Used Adopted Stock	Vehicle Stockbook	Weekly	
			SS3	Unidentified Used Stock	Vehicle Stockbook	Daily	
		ME1	"M" Status Stock New	Vehicle Stockbook	Monthly		
		ME2	"M" Status Stock Used	Vehicle Stockbook	Monthly		
		KDK	Attached Deposits New	Vehicle Stockbook	Weekly		
		KDL	Attached Deposits Used	Vehicle Stockbook	Weekly		
		NS2	New Consigned Stock	Vehicle Stockbook	Weekly		
		NS3	New Adopted Stock	Vehicle Stockbook	Weekly		
		RB1	Used Stock Funding	Vehicle Stockbook	Weekly		
		ES1	Est vs Actuals New	Vehicle Stockbook	Daily		
		ES2	Est vs Actuals Used	Vehicle Stockbook	Daily		
		UC1	Unreceived Costs New & Used	Vehicle Stockbook	Weekly		
		UN1	Un-invoiced Lines	Vehicle Stockbook	Monthly		
		MD2	MDF Export	Point of Sale	Daily		
		SERVICE	Service Manager	KUQ	WIP Value Not Invoiced	Point of Sale	Monthly
				WC1	WIPs Created Daily	Point of Sale	Daily
				WIN	WIPs Invoiced	Point of Sale	Monthly
				WO1	Work in Progress - Owning Op	Point of Sale	Daily
WO2				Zero Value WIPs	Point of Sale	Weekly	
K92				Technicians Efficiency Rep	Point of Sale	Weekly	
AT1				Attended Hours	Workshop Loading	Weekly	
K06				Timesheets	Workshop Loading	Daily	
MD2	MDF Export			Point of Sale	Daily		
WAR	Warranty Clockings			Point of Sale	Adhoc		
LC1	Labour Complete		Point of Sale	Adhoc			
DS1	Diary Summary (7 days)		Point of Sale	Weekly			
Service Advisor	WO1		Work in Progress - Owning Op	Point of Sale	Daily		
	WO2		Zero Value WIPs	Point of Sale	Weekly		
	LC1		Labour Complete	Point of Sale	Adhoc		
	PARTS	Parts Manager	PM1	Parts Margins	Point of Sale	Weekly	
			SR1	Stock Rotation	Point of Sale	Monthly	
KUQ			WIP Value Not Invoiced	Point of Sale	Monthly		
WO1			Work in Progress - Owning Op	Point of Sale	Daily		
WO2			Zero Value WIPs	Point of Sale	Weekly		
LO1			Daily Min Max Update	Stock Management	Weekly		
LO2			Lean Stock Order	Stock Management	Weekly		
ADHOC			Negative Stock	Stock Checking	Weekly		
ADHOC			Non Stock	Stock Checking	Weekly		
ADHOC			Obsolete Stock by Fran	Stock Checking	Weekly		
ADHOC	Stock by Bin Location	Stock Checking	Weekly				
WORKSHOP	Workshop Controller	AT1	Attended Hours	Workshop Loading	Weekly		
		K92	Technicians Efficiency Rep	Point of Sale	Weekly		
		K06	Timesheets	Workshop Loading	Daily		