



NorthStar Portal Sample Reports

7/8/2011

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Commit Sample Reports

This section includes information and instructions for creating the most common NorthStar Commit Reports. Samples of each report are also included.

The following reports are explained:

[Commit Daily Report](#)
[Commit Range Report](#)
[Commit Weekly Report](#)
[GL Alert Log](#)

Commit Daily Report

Report Name
Commit Daily

The Commit Daily Report displays a summary by organization for a single day of data that is committed using the NorthStar Desktop Daily Commit Process.

Version
071210

The content of the columns are:

Type
Summary

- Description
- GL Code
- Business Day
- Last Week Same Day
- Last Same Seven Day Average
- Last Year Same Day

Organization Options
National
Region
District
Unit

The content of the rows are:

- Each row is custom configured using the GL Report Layout tool in NorthStar Desktop

Date Options
Day

Printing Instructions

Sorting Options
ASC/DESC All Columns

Follow these steps to print this report:

Business Process Dependency
Daily Commit

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Commit Daily report from the first dropdown.
4. Select an organization.
5. Select a business day.
6. Click on the [Run Report](#) link.

Commit Daily Report

Daily Commitment

	GL Code	10/23/2006 Monday	10/16/2006 Last Week	9/11/2006 Last 7 Week Avg.	10/24/2005 Last Year
Sales Journal		\$	\$	\$	\$
Net Sales Calculation					
Gross Sales					
Sales - Salad	4001-000	9,733.95	9,551.75	9,568.07	9,191.15
Sales - Pizza	4001-000	18,135.92	18,535.17	19,473.85	17,853.92
Sales - Pasta	4001-000	13,664.70	13,914.70	13,797.27	13,638.95
Sales - Sandwiches	4001-000	3,552.80	4,083.75	3,895.11	3,701.60
Sales - Soup/Sides	4001-000	1,183.30	1,494.50	1,245.63	1,544.00
Sales - Beverages	4005-000	2,881.22	2,935.09	2,865.63	2,953.51
Sales - Beer	4002-000	1,114.50	1,175.00	1,093.71	994.50
Sales - Wine	4003-000	1,107.75	1,239.75	1,227.50	1,296.25
Sales - Retail	4007-000	24.80	16.45	26.09	21.65
Sales - Outside Sales	2033-000	0.00	0.00	0.00	0.00
Sales - Appetizer	4001-000	3,111.98	3,748.89	3,504.68	3,189.90
Sales - Desserts	4001-000	369.60	415.30	388.37	400.95
Sales - Liquor	4009-000	308.59	428.32	376.96	222.81
Sales - Delivery Chg	4004-000	797.50	915.00	945.71	716.00
Sales - Unassigned Sales	4001-000	0.00	0.00	0.00	0.00
Sales - Unassigned Sales	4001-000	0.00	0.00	0.00	0.00
Gross Sales		11,934.49	58,453.67	58,408.59	55,725.19
Gross Sales		44,052.12	58,453.67	58,408.59	55,725.19
Discounts					
Discounts - Employee	4001-000	(1,664.15)	(1,386.63)	(1,768.49)	(1,724.83)
Discounts - Operational	4001-000	(222.78)	(206.23)	(258.11)	(311.43)
Discounts - Marketing/Advertising	4001-000	(128.60)	(196.62)	(1,246.27)	(125.98)
Discounts - Comp Cards Issued	4001-000	(115.00)	(20.00)	(98.61)	(130.00)
Total Discounts		(2,130.53)	(1,809.48)	(3,371.49)	(2,292.24)
Total Net Sales		53,856.08	56,644.19	55,037.10	53,432.95
Cash Payouts					
PO - Food					
P/O - Food	5001-000	67.23	13.83	25.98	69.17
PO - N/A Beverages					
P/O - N/A Beverages	5002-000	0.00	0.00	0.00	0.00
PO - TOGO/Del Supplies					
P/O - TOGO/Del Supplies	5003-000	0.00	0.00	1.33	0.00
PO - Alcohol Beverages					
P/O - Alcohol Beverages	5005-000	0.00	0.00	0.00	0.00
PO - Beer					
P/O - Beer	5006-000	0.00	0.00	0.00	0.00
PO - Wine					
P/O - Wine	5007-000	0.00	0.00	0.00	0.00
PO - Driver Commission					
P/O - Driver Commission	6007-000	542.35	650.70	710.74	581.62

Commit Range Report

Report Name
Commit Range

The Commit Range Report displays a summary by organization for a date range of data that is committed using the NorthStar Desktop Daily Commit Process.

Version
070202

The content of the columns are:

Type
Summary

- Description
- GL Code
- Summary for Date Range

Organization Options
National
Region
District
Unit

The content of the rows are:

- Each row is custom configured using the GL Report Layout tool in NorthStar Desktop

Date Options
Date Range

Printing Instructions

Follow these steps to print this report:

Sorting Options
As Configured

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Commit Range report from the first dropdown.
4. Select an organization.
5. Select a date range.
6. Click on the [Run Report](#) link.

Business Process Dependency
Daily Commit

Commit Date Range

Commitment Date Range

	GL Code	10/1/2006 10/15/2006
Sales Journal		\$
Net Sales Calculation		
Gross Sales		
Sales - Salad	4001-000	13,383.35
Sales - Pizza	4001-000	36,046.10
Sales - Pasta	4001-000	20,810.95
Sales - Sandwiches	4001-000	8,337.10
Sales - Soup/Sides	4001-000	1,715.50
Sales - Beverages	4005-000	4,221.49
Sales - Beer	4002-000	4,692.75
Sales - Wine	4003-000	5,214.00
Sales - Retail	4007-000	24.75
Sales - Outside Sales	2033-000	0.00
Sales - Appetizer	4001-000	7,752.08
Sales - Desserts	4001-000	702.55
Sales - Liquor	4009-000	4,901.53
Sales - Delivery Chg	4004-000	1,460.00
Sales - Unassigned Sales	4001-000	0.00
Gross Sales		109,262.15
Discounts		
Discounts - Employee	4001-000	(4,270.70)
Discounts - Operational	4001-000	(668.70)
Discounts - Marketing/Advertising	4001-000	(1,757.70)
Discounts - Comp Cards Issued	4021-000	(190.00)
Total Discounts		(6,887.10)
Total Net Sales		102,375.05
Cash Paldouts		
PO - Food		
P/O - Food	5001-000	51.97
PO - N/A Beverages		
P/O - N/A Beverages	5002-000	16.65
PO - TOGO/Del Supplies		
P/O - TOGO/Del Supplies	5003-000	0.00
PO - Alcohol Beverages		
P/O - Alcohol Beverages	5005-000	0.00
PO - Beer		
P/O - Beer	5006-000	0.00
PO - Wine		
P/O - Wine	5007-000	0.00
PO - Driver Commission		
P/O - Driver Commission	6007-000	1,176.15
PO - Auto & Gas		
P/O - Auto & Gas	6010-000	37.37
PO - Maint/Repair		
P/O - Maint/Repair	6012-000	5.90

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Commit Weekly Report

Report Name

Commit Weekly

The Commit Weekly Report displays a summary by organization for a week of data that is committed using the NorthStar Desktop Daily Commit Process.

Version

070525

Type

Summary

The content of the columns are:

- Description
- GL Code
- Total for each day of the week
- Week-to-Date Total

Organization Options

National
Region
District
Unit

The content of the rows are:

- Each row is custom configured using the GL Report Layout tool in NorthStar Desktop

Date Options

Week Ended

Printing Instructions

Follow these steps to print this report:

Sorting Options

ASC/DESC All Columns

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Commit Weekly report from the first dropdown.
4. Select an organization.
5. Select a Week Ended day.
6. Click on the [Run Report](#) link.

**Business Process
Dependency**

Daily Commit

Commit Weekly Report

Commitment Weekly

GL Code		10/2/2006 Monday	10/3/2006 Tuesday	10/4/2006 Wednesday	10/5/2006 Thursday	10/6/2006 Friday	10/7/2006 Saturday	10/8/2006 Sunday	WTD
		\$	\$	\$	\$	\$	\$	\$	\$
Sales Journal									
Net Sales Calculation									
Gross Sales									
Sales - Salad	4001-000	824.30	835.35	708.15	529.00	1,372.80	983.20	988.20	6,598.80
Sales - Pizza	4001-000	1,902.28	2,484.80	1,944.80	1,940.98	3,842.30	2,887.96	2,733.48	17,518.72
Sales - Pasta	4001-000	987.90	1,116.35	1,087.60	1,375.50	1,731.95	2,040.85	1,870.25	9,990.20
Sales - Sandwiches	4001-000	432.70	521.15	488.30	413.85	806.20	593.10	621.15	3,874.45
Sales - Soup/Sides	4001-000	137.05	104.35	116.70	139.25	149.10	124.70	148.20	918.25
Sales - Beverages	4005-000	170.52	305.70	191.29	267.08	410.26	282.62	284.82	1,912.27
Sales - Beer	4002-000	301.75	229.25	181.00	176.00	533.25	414.50	348.25	2,185.00
Sales - Wine	4003-000	322.50	380.00	412.25	231.75	588.75	284.50	427.75	2,847.50
Sales - Retail	4007-000	0.00	0.00	9.30	0.00	0.00	0.00	9.25	18.55
Sales - Outside Sales	2033-000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sales - Appetizer	4001-000	441.52	420.23	408.98	389.08	1,021.89	608.75	460.25	3,758.78
Sales - Desserts	4001-000	1.50	37.00	60.45	48.05	60.48	39.70	75.15	312.30
Sales - Liquor	4009-000	286.90	199.75	159.63	176.27	777.55	353.75	348.54	2,202.39
Sales - Delivery Chg	4004-000	92.50	90.00	87.50	82.50	122.50	130.00	110.00	715.00
Sales - Unassigned Sales	4001-000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Gross Sales		5,882.32	6,724.03	5,831.93	6,199.29	11,416.80	8,493.45	8,182.39	52,730.21
Discounts									
Discounts - Employee	4001-000	(358.91)	(386.31)	(220.39)	(247.28)	(274.72)	(311.92)	(85.72)	(1,886.23)
Discounts - Operational	4001-000	(13.36)	(14.65)	(45.10)	(47.90)	(58.29)	0.00	(8.23)	(187.13)
Discounts - Marketing/Adver	4001-000	(82.60)	(208.90)	(102.98)	(158.62)	(266.31)	(237.70)	(217.93)	(1,278.24)
Discounts - Comp Cards Iss	4021-000	0.00	(25.00)	0.00	(15.00)	(65.00)	0.00	0.00	(105.00)
Total Discounts		(456.07)	(635.86)	(368.47)	(469.38)	(664.32)	(549.62)	(311.88)	(3,454.80)
Total Net Sales		5,426.25	6,088.17	5,463.46	5,730.91	10,752.48	7,943.83	7,870.51	49,275.61
Cash Payouts									
PO - Food									
PO - Food	5001-000	0.00	0.00	0.00	0.00	0.00	0.00	24.98	24.98
PO - N/A Beverages									
PO - N/A Beverages	5002-000	0.00	0.00	0.00	0.00	0.00	0.00	6.37	6.37
PO - TOGO/Del Supplies									
PO - TOGO/Del Supplies	5003-000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PO - Alcohol Beverages									
PO - Alcohol Beverages	5005-000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PO - Beer									
PO - Beer	5006-000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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GL Alert Log

Report Name

GL Alert Log

The GL Alerts Log Report displays alerts generated by NorthStar Desktop for an organization during a given period.

Version

070525

The content of the columns are:

Type

Admin

- Region / District
- Unit
- Sales Date
- Alert
- Action
- Override
- Description

Organization Options

National
Region
District
Unit

The content of the rows are:

- Each row is populated based on data from NorthStar Desktop and the user-defined alert descriptions.

Date Options

Day
Week Ended
Period
Quarter

Printing Instructions

Follow these steps to print this report:

Sorting Options

None

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the GL Alert Log report from the first dropdown.
4. Select an organization.
5. Select a Date criteria day.

Business Process**Dependency**

Commit alerts must be configured in NorthStar Desktop and data transferred to the NorthStar Database.

Click on the [Run Report](#) link.

GL Alert Log Report

GL Alert Log

Date Range: 01/01/06 to 07/01/06

Region District	Unit	Sales Date	Alert	Action	Override	Description
South : 529						
	0001	6/1/2006	WARNING	deny number	*No*	Missing GL account number - please consult pages 117 and 143 in the user guide.
	0001	6/2/2006	CAUTION	edit entry	*Yes*	Invalid GL account number
	0003	6/10/2006	WARNING	missing acct no	*No*	Missing entry account number
	0084	6/13/2006	WARNING	duplicate entry	*No*	Duplicate Data Entry

Sales & Labor Sample Reports

This section includes information and instructions for creating the most common NorthStar Sales & Labor Analysis Reports. Samples of each report are also included.

The following reports are explained:

[Comparative Sales Report](#)
[Hourly Sales by Guest Report](#)
[Menu Item Sales Report](#)
[Labor Analysis Report](#)
[Labor Cost Analysis Report](#)
[Cover and Guest Report](#)

Comparative Sales Report

Report Name

Comparative Sales

Version

110629

Type

Unit Comparison

Organization Options

National

Region

District

Unit

Date Options

Day

Sorting Options

ASC/DESC All Columns

Business Process**Dependency**

Daily Commit

The Comparative Sales Report displays the list of units that are included in the organization that is selected. This report is used to isolate the sales totals for units that are considered comparable and provide a % +/- analysis of their sales. Units are not considered comparable if they have a "Comp Date" that is later than the date for the report.

The content of the columns are:

- Unit Number & Name
- Selected Day Sales
- Last Year Day Sales
- % +/-
- Last Seven Same Day Sales
- % +/-
- Current WTD
- Previous WTD
- % +/-
- Last Year WTD
- % +/-
- Current PTD
- Last Year PTD
- % +/-
- Current YTD
- Last Year YTD
- % +/-

The content of the rows are:

- Unit Sales
- Grouped by Comparability

Printing Instructions

Follow these steps to print this report:

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Comparative Sales report from the first dropdown.
4. Select an organization.
5. Select a business day.
6. Click on the [Run Report](#) link.

Comparative Sales Report

Comparative Sales

For National: All Operating Stores, 5/24/2011

ALL Region	Cur Tuesday 05/24/11	LY Tuesday 05/25/10	% Change	T Sale Day Ave	T Day % Change	Current WTD	Previous WTD	% Change	Last Year WTD	% Change	Current FYD	Last Year FYD	% Change	Current YTD	Last Year YTD	% Change
✓ Alhambra	3,113	3,051	-14.1 %	3,555	-12.4%	29,015	20,570	11.4%	55,530	-11.7%	115,990	110,000	-0.0%	625,707	609,001	2.6 %
▲ American Park	2,440	0	0.0 %	2,662	-9.0%	28,766	26,835	3.7%	0	0.0%	116,526	0	0.0%	116,526	0	0.0 %
✓ Anaheim	3,388	3,083	-12.8 %	3,579	-6.3%	31,728	35,028	-9.4%	35,889	-11.5%	137,736	133,830	2.9%	737,400	706,009	4.4 %
✓ Buena Park	2,428	3,120	-22.3 %	2,047	-4.6%	24,001	20,971	-9.5%	37,290	-6.0%	101,243	99,166	2.2%	534,704	525,304	1.8 %
✓ Burbank	2,284	2,024	-19.1 %	2,081	-20.7%	27,530	28,330	-2.8%	31,321	-12.1%	109,724	110,001	-0.4%	592,080	592,521	-1.7 %
✓ Carson	1,159	1,724	-33.2 %	2,002	-42.2%	17,477	17,009	2.6%	19,201	-9.4%	71,882	78,231	-8.1%	428,491	440,388	-2.5 %
▲ Chula Vista	1,421	1,904	-28.4 %	1,731	-17.9%	17,111	17,023	0.5%	22,914	-30.3%	71,880	90,029	-20.2%	388,177	514,804	-35.5 %
✓ Covina	3,400	4,854	-29.9 %	3,309	2.9%	37,582	31,770	18.3%	37,704	-0.3%	134,988	138,749	-3.2%	712,288	720,067	-1.5 %
✓ Culver City	3,808	4,414	-13.3 %	4,520	-30.2%	40,333	41,585	-3.3%	42,071	-4.2%	158,732	159,079	-0.2%	808,033	888,327	-9.5 %
✓ Downey	3,191	3,798	-18.1 %	3,370	-6.5%	36,890	32,148	11.5%	36,991	-0.4%	137,834	132,789	3.7%	706,290	692,608	1.8 %
✓ East La	3,130	3,631	-11.3 %	3,177	-1.5%	29,087	27,100	-3.7%	27,833	-6.2%	112,288	113,003	-0.6%	602,928	598,729	1.3 %
✓ Fairfax	1,741	2,070	-32.4 %	2,238	-32.2%	18,706	21,118	-10.7%	23,600	-20.4%	82,955	94,348	-12.1%	439,975	465,241	-6.5 %
✓ Glendale	3,914	2,691	45.3 %	3,181	33.0%	28,059	24,538	14.3%	28,978	-2.1%	110,101	111,304	-0.9%	583,515	590,080	-1.2 %
✓ Hollywood	1,900	2,043	-6.8 %	2,138	-8.0%	23,499	19,004	23.6%	24,110	-2.6%	95,003	98,832	-4.1%	434,400	440,019	-2.6 %
✓ Huntington Park	3,448	3,824	-9.8 %	4,413	-31.9%	41,590	38,583	7.8%	43,309	-4.0%	158,732	172,023	-1.9%	925,737	923,586	0.2 %
✓ Inglewood	2,583	2,999	-11.9 %	2,915	-12.4%	24,422	20,714	-8.6%	24,279	0.6%	103,060	94,165	9.4%	632,962	495,406	6.7 %
✓ North Hollywood	3,881	3,178	15.9 %	3,603	2.2%	33,823	37,119	-9.4%	36,111	-4.2%	140,484	137,088	2.5%	748,118	742,894	0.7 %
✓ Norwalk	2,347	2,626	-10.9 %	2,709	-13.3%	30,690	29,739	3.2%	36,449	-13.4%	120,911	122,110	-1.0%	637,530	617,968	3.2 %
✓ Oceanside	2,174	2,488	-11.5 %	2,228	-2.3%	21,890	19,964	37.2%	22,039	-0.7%	73,940	87,742	-18.7%	399,071	407,734	-2.1 %
✓ Palmdale	3,124	4,262	-28.7 %	3,137	-0.4%	32,921	30,090	9.4%	37,416	-12.0%	128,131	138,160	-6.2%	719,947	739,993	-3.3 %
✓ Pico Rivera	3,722	3,055	21.4 %	3,097	-4.8%	33,547	34,014	-1.4%	34,532	-2.9%	139,832	141,104	-1.0%	781,981	789,915	-1.7 %
▲ Rancho Cucamonga	6,009	7,030	-20.9 %	4,542	37.3%	60,787	38,034	26.1%	60,796	-10.6%	104,082	103,200	-10.1%	601,000	675,088	-11.8 %
✓ San Gabriel	2,711	2,885	-22.5 %	1,835	9.8%	17,710	21,218	-18.5%	23,301	-24.0%	81,722	79,176	3.2%	447,340	423,087	5.7 %
✓ Sunland	3,193	2,518	26.5 %	2,909	9.4%	25,241	24,720	2.1%	26,000	-2.9%	104,900	108,166	-0.6%	561,369	553,668	1.4 %
✓ Temecula	2,082	2,333	-11.8 %	1,587	39.2%	18,289	17,420	4.9%	24,800	-26.7%	73,232	89,782	-18.4%	403,289	443,512	-8.1 %
✓ Comparable	61,396	69,618	-11.5 %	63,738	-4.3%	621,037	608,875	2.0%	673,311	-7.8%	2,562,020	2,535,217	-3.1%	13,437,929	13,389,978	0.4 %
Non-Comparable	12,370	9,020	37.1 %	8,955	38.1%	94,696	83,382	13.7%	78,799	18.8%	353,680	373,295	26.2%	1,345,786	1,490,482	-9.7 %
Total Net Sales	73,964	78,637	-5.7 %	74,693	-1.9%	715,733	692,256	3.4%	752,110	-4.9%	2,915,700	2,908,512	0.9%	14,883,714	14,880,470	-0.6 %
✓ Comp Average	2,900	3,155	-11.3 %	2,988	-6.3%	28,222	27,678	0.6%	26,605	0.9%	113,730	116,146	-2.1%	611,726	609,000	0.4 %
Non-Comp Average	4,123	3,007	37.1 %	2,985	38.1%	31,562	27,764	13.7%	26,570	18.8%	117,997	91,098	28.2%	448,265	496,631	-9.7 %
Total Current Average	2,939	3,137	-6.7 %	2,988	-1.9%	28,632	27,687	3.4%	30,521	-4.9%	114,206	113,140	0.9%	582,149	595,618	-6.6 %

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Page 1 of 1

Hourly Sales by Guest Report

Report Name

Hourly Sales by Guest

The Hourly Sales by Guest Report displays summarized Net Sales & Guest Counts by hour with guest averages and Meal Period totals for the organization that is selected.

Version

090119

Type

Summary by Hour

The content of the columns are:

- Meal Period
- Hour of Day
- Net Sales
- Guest Count
- Guest Average

Organization Options

National
Region
District
Unit

The content of the rows are:

- Unit Sales
- Grouped by Comparability

Date Options

Week Ended

Printing Instructions

Follow these steps to print this report:

Sorting Options

ASC/DESC All Columns

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Hourly Sales by Guest report from the first dropdown.
4. Select an organization.
5. Select a Week Ended date.
6. Click on the [Run Report](#) link.

Business Process**Dependency**

Daily Commit
POS Configured Guests

Hourly Sales by Guest Report

Hourly Sales by Guest

For National: USA, Week Ending 11/09/2008

Meal Period	Hour	11/01/2008			11/02/2008			11/03/2008			11/04/2008			11/05/2008			11/06/2008			11/07/2008			WTD		
		Net Sales	Guest Count	Avg Guest	Net Sales	Guest Count	Avg Guest	Net Sales	Guest Count	Avg Guest	Net Sales	Guest Count	Avg Guest	Net Sales	Guest Count	Avg Guest	Net Sales	Guest Count	Avg Guest	Net Sales	Guest Count	Avg Guest	Net Sales	Guest Count	Avg Guest
1 - Lunch	10:00 (10:00 AM)	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	40	2	24.00	0	0	0.00	29	0	0.00	74	2	37.00
	11:00 (11:00 AM)	176	19	10.77	243	20	12.15	229	19	17.84	191	16	9.83	442	35	12.89	269	16	14.75	126	9	13.89	1,662	127	13.09
	12:00 (12:00 PM)	352	52	6.80	780	89	8.27	812	87	9.34	542	51	10.83	981	89	11.25	851	65	9.04	352	30	11.73	4,589	459	9.78
	13:00 (01:00 PM)	451	40	10.25	822	48	12.84	289	33	8.89	282	31	9.49	495	39	12.84	345	19	12.79	1,270	83	12.84	4,880	340	11.80
	14:00 (02:00 PM)	81	12	6.75	188	32	6.00	124	10	10.40	168	16	9.69	271	27	10.04	870	92	14.00	758	49	17.04	2,678	209	12.98
	15:00 (03:00 PM)	289	16	16.61	147	12	12.25	138	21	6.43	42	6	7.00	321	33	11.00	708	47	15.28	588	42	11.83	2,983	166	12.36
	16:00 (04:00 PM)	187	18	10.11	234	18	13.00	290	20	12.50	108	14	7.76	428	36	11.89	1,081	81	13.47	872	58	9.89	2,851	242	11.80
1 Lunch Total		1,789	166	10.80	3,299	217	16.76	1,690	168	9.71	1,316	146	9.41	3,660	267	11.73	4,738	277	12.87	3,660	266	12.84	17,991	1,268	11.47
2 - Dinner	06:00 (12:00 AM)	84	1	84.00	20	2	10.00	0	0	0.00	19	3	6.33	79	7	11.29	19	3	6.33	11	2	5.50	199	16	10.78
	17:00 (05:00 PM)	228	16	12.72	342	26	13.40	950	31	30.27	704	46	15.84	672	178	8.32	1,961	128	11.42	687	82	10.60	3,745	468	11.62
	18:00 (06:00 PM)	814	36	11.85	746	65	11.89	838	46	15.40	868	59	15.14	1,720	127	15.54	1,844	117	14.29	983	70	13.71	4,833	508	13.20
	19:00 (07:00 PM)	148	18	14.00	615	41	14.89	611	37	16.34	614	36	12.87	1,746	106	16.46	1,809	116	14.29	836	34	15.70	3,472	426	15.20
	20:00 (08:00 PM)	282	21	12.48	180	17	10.29	228	17	12.29	684	46	15.49	1,936	97	17.07	1,311	102	14.21	836	106	9.20	5,029	404	12.30
	21:00 (09:00 PM)	248	17	14.41	243	16	14.25	285	26	10.89	218	16	11.94	822	47	15.25	608	61	10.34	167	22	13.99	2,839	209	13.81
	22:00 (10:00 PM)	283	20	10.82	438	41	10.39	246	32	7.79	119	11	10.82	669	44	13.00	369	30	12.09	279	16	14.38	3,285	200	11.46
	23:00 (11:00 PM)	85	8	10.63	46	5	9.80	166	26	6.72	114	16	6.30	640	37	11.32	440	40	10.44	102	11	9.27	1,942	166	6.99
2 Dinner Total		1,789	136	10.81	3,827	221	12.80	5,293	227	14.81	3,474	288	13.47	8,262	661	12.11	8,286	620	11.76	3,284	308	10.81	31,811	2,432	12.76
Grand Total		3,688	302	10.76	7,126	448	11.72	6,983	395	12.57	4,790	396	12.34	11,922	968	12.08	13,024	979	13.39	6,944	574	11.89	49,802	3,700	12.26

Hourly Analysis Detailed

Report Name

Hourly Analysis Detailed

Version

110630

Type

Summary by Hour

Organization Options

National

Region

District

Unit

Date Options

Week Ended

Sorting Options

N/A

Business Process**Dependency**

Daily Commit

The Hourly Analysis Detailed Report displays summarized Sales & Guest Counts by hour with totals for the organization that is selected. Report gives the user the ability to drill down and see details down to the hour level.

The content of the columns are:

- Meal Period
- Hour of Day
- Sales – Current and Last Year
- Guest Count – Current and Last Year
- % Change

The content of the rows are:

- Unit Sales
- Grouped by Comparability

Printing Instructions

Follow these steps to print this report:

This report is very wide. It will not fit on regular letter size

Hourly Analysis Detailed Report

Hourly Analysis Detailed

For Material: All Operating Stores, Week Ending 5/24/2011

	5/18/2011						5/1				4/25/11				Total			
	Sales	LY Sales	% Change	Guests	LY Guests	% Change	Sales	LY Sales	% Change	Guests	LY Guests	% Change	Sales	LY Sales	% Change	Guests	LY Guests	% Change
<input type="checkbox"/> Holywood	Total	2,121.13	2534.94	-16%	588	288	2,081.11	4289.68	-49%	172	221	-22%	20,265.18	26,221.68	-23%	1,281	1,656	-21%
<input type="checkbox"/> Carls	Total	1,992.81	2777.84	-28%	157	274	1,818.71	2515.29	-28%	154	252	-38%	18,811.17	23,957.68	-21%	1,140	1,729	-35%
<input type="checkbox"/> Coral City	Total	3,199.68	4558.17	-31%	309	391	4,624.88	4619.83	0%	387	388	-1%	60,422.22	42,388.38	42%	2,849	3,066	-6%
<input type="checkbox"/> Huntington Park	Total	6,822.76	6696.62	2%	628	321	4,826.48	6099.21	20%	294	257	14%	41,119.19	42,479.89	-2%	3,397	3,341	2%
<input type="checkbox"/> East La	Total	2,279.28	2882.28	-21%	211	271	2,753.48	3832.43	-28%	228	282	-19%	28,148.88	27,852.58	1%	1,982	2,026	-2%
<input type="checkbox"/> San Gabriel	Total	1,526.18	1641.10	-7%	124	117	1,527.68	2285.14	-34%	181	241	-25%	17,688.27	22,297.29	-21%	1,287	1,601	-19%
<input type="checkbox"/> Burbank	Total	2,252.04	2962.64	-24%	278	250	2,258.42	2417.19	-7%	189	229	-17%	27,784.77	31,688.57	-12%	2,122	2,429	-12%
<input type="checkbox"/> Bantala	Total	2,254.41	3298.88	-32%	193	286	2,280.06	4627.83	-51%	281	264	6%	28,225.29	28,791.28	-2%	2,097	2,228	-6%
<input type="checkbox"/> Alhambra	Total	4,469.48	2443.77	83%	182	244	4,148.43	4181.88	0%	249	287	-13%	28,699.36	22,727.42	26%	2,060	2,422	-15%
<input type="checkbox"/> Inglewood	Total	2,425.98	2527.41	-4%	198	209	4,083.68	3528.22	15%	195	257	-24%	24,282.22	22,212.22	9%	1,742	1,926	-9%
<input type="checkbox"/> Carson	Total	1,482.14	2208.72	-33%	128	287	1,729.50	2288.18	-24%	186	124	50%	17,272.46	18,288.28	-6%	1,322	1,526	-13%
<input type="checkbox"/> Torrance	Total	2,344.77	2275.58	3%	213	262	2,264.46	2292.22	0%	272	182	50%	26,267.46	24,791.68	6%	1,971	1,926	3%
<input type="checkbox"/> Plus Rivers	Total	2,199.74	4192.88	-47%	228	321	4,626.29	2182.12	51%	292	240	21%	32,967.88	34,948.88	-6%	2,521	2,522	0%
<input type="checkbox"/> Covina	Total	2,891.28	4243.88	-31%	208	221	4,228.12	2288.28	84%	282	428	-34%	27,614.88	27,698.88	0%	2,096	2,026	4%
<input type="checkbox"/> Covington	Total	2,288.18	1948.62	17%	206	171	2,022.72	2176.62	-7%	212	212	0%	22,221.72	22,294.42	-3%	1,915	1,796	7%
<input type="checkbox"/> Palmdale	Total	3,948.67	2467.14	59%	308	328	4,276.76	2442.82	75%	259	287	-10%	22,176.22	22,412.12	-1%	2,092	2,058	2%
<input type="checkbox"/> Temecula	Total	2,279.28	2598.28	-12%	171	221	2,482.22	2487.66	0%	191	227	-16%	18,848.81	22,152.22	-15%	1,582	2,181	-27%
<input type="checkbox"/> Downey	Total	3,274.76	4488.24	-27%	279	271	3,970.17	2997.29	33%	287	289	-1%	24,228.67	24,628.88	-2%	2,419	2,421	0%
<input type="checkbox"/> Norwalk	Total	2,294.18	2888.12	-20%	248	218	3,524.24	3881.21	-9%	0	0	0%	12,262.24	16,248.29	-25%	948	1,111	-15%
<input type="checkbox"/> Anaheim	Total	2,485.82	4412.21	-43%	288	257	4,088.89	5142.61	-21%	242	242	0%	25,262.72	24,648.29	2%	2,081	2,017	3%
<input type="checkbox"/> Buena Park	Total	2,242.41	2292.21	0%	201	219	2,682.27	2882.42	-7%	188	261	-28%	21,224.22	24,272.27	-12%	1,928	1,888	3%
<input type="checkbox"/> Rancho Cucamonga	Total	4,289.48	4888.88	-12%	322	321	5,228.28	6172.21	-15%	262	311	-16%	42,628.28	48,222.22	-12%	4,228	4,828	-12%
<input type="checkbox"/> Chula Vista	Total	1,547.28	2258.41	-32%	148	227	1,522.82	2858.87	-47%	129	171	-24%	17,252.88	22,291.72	-23%	1,227	1,924	-36%
Total		62,274.88	79,718.21	-22%	5898	8287	76,276.88	82,821.88	-10%	5420	6084	-11%	545,511.27	609,977.47	-10%	49,185	54,428	-10%

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Hourly Sales by Check Report

Report Name

Hourly Sales by Check

The Hourly Sales by Check Report displays summarized Net Sales & Check Counts by hour with check averages and Meal Period totals for the organization that is selected.

Version

090119

The content of the columns are:

Type

Summary by Hour

- Meal Period
- Hour of Day
- Net Sales
- Check Count
- Check Average

Organization Options

National
Region
District
Unit

The content of the rows are:

- Unit Sales
- Grouped by Comparability

Date Options

Week Ended

Printing Instructions

Follow these steps to print this report:

Sorting Options

ASC/DESC All Columns

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Hourly Sales by Check report from the first dropdown.
4. Select an organization.
5. Select a Week Ended date.
6. Click on the [Run Report](#) link.

Business Process**Dependency**

Daily Commit
POS Configured Guests

Menu Item Sales Report

Report Name

Menu Item Sales

The Menu Item Sales Report displays summarized menu mix sales, costs and profitability for the organization and date range selected.

Version

090127

The content of the columns are:

Type

Summary by Item

- Item #
- Description
- # Sold
- \$ Avg Price
- Gross Sales
- Discounted Amount
- Net Sales
- % of Group
- % of Total

Organization Options

National
Region
District
Unit

Date Options

Day
Date Range
Week Ended
Period
Quarter

The contents of the rows are:

- Menu Items grouped by Major/Minor Category

Printing Instructions

Follow these steps to print this report:

Sorting Options

ASC/DESC All Columns

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Menu Item Sales report from the first dropdown.
4. Select an organization.
5. Select a business date.
6. Click on the [Run Report](#) link.

Business Process**Dependency**

Daily Commit

Menu Item Sales Report

Menu Item Sales

For National USA, 1/26/2009

Major	Minor	Item #	Description	# Sold	\$ Avg. Price	Gross	Discount	Net	% of Group	% of Total	Cost	Est Cost	%	Profit	%
1 - Food															
1 - Burritos															
		108	1Q FAJ NACH	2	6.25	12.50	0.00	12.50	3.0%	0.5%	0.50	1.00	8.0%	11.90	92.0%
		107	1Q NACH	2	4.75	9.50	0.00	9.50	2.7%	0.4%	0.00	0.00	0.0%	9.50	100.0%
		100	CG	2	5.50	11.00	0.00	11.00	3.1%	0.4%	0.43	0.86	7.8%	10.14	92.2%
		102	FAJ NACH	5	9.75	48.75	0.00	48.75	13.6%	1.8%	0.79	3.95	8.1%	44.80	91.9%
		110	FIESTA	5	12.45	62.25	0.00	62.25	17.4%	2.3%	3.12	15.60	25.1%	46.05	74.9%
		111	FLAME	4	8.13	32.50	0.00	32.50	9.1%	1.2%	1.35	5.32	16.4%	27.18	83.6%
		104	FLAUTITAS	3	7.15	21.45	0.00	21.45	6.0%	0.8%	1.27	3.81	17.8%	17.64	82.2%
		112	GUAC MEX	1	6.99	6.99	0.00	6.99	2.0%	0.3%	1.33	1.33	19.0%	5.66	81.0%
		101	NACHO	5	6.67	33.35	0.00	33.35	9.3%	1.2%	0.00	0.00	0.0%	33.35	100.0%
		103	QUESA	5	9.14	45.70	0.00	45.70	12.7%	1.7%	0.77	3.85	8.4%	41.85	91.6%
		106	SM CG	3	4.50	13.50	0.00	13.50	3.8%	0.5%	0.27	0.81	6.0%	12.69	94.2%
		200	SM GUAC	2	3.95	7.90	0.00	7.90	2.1%	0.3%	0.66	1.32	17.1%	6.58	82.9%
		111	TORT SOUP	13	4.10	53.25	0.00	53.25	14.9%	2.0%	0.47	8.11	11.5%	47.14	88.5%
		Burritos Total:		52		358.44	0.00	358.44	16.1%	13.4%		43.94	12.3%	314.48	87.7%
2 - Ensaladas															
		211	CK SALAD	1	8.75	8.75	0.00	8.75	13.1%	0.3%	3.59	3.59	41.0%	5.16	59.0%
		204	FAJ TACSAL	2	8.90	17.80	0.00	17.80	27.0%	0.7%	0.86	1.72	9.6%	16.08	90.4%
		203	TACSAL	1	7.99	7.99	0.00	7.99	11.9%	1.5%	2.37	11.85	29.7%	28.10	70.3%
		Ensaladas Total:		4		34.53	0.00	34.53	5.0%	2.5%		17.16	25.7%	17.37	74.3%
3 - Platillos Ligeros															
		206	CK LIMON	3	11.99	35.97	0.00	35.97	57.1%	1.3%	1.28	3.84	10.7%	32.13	89.3%
		205	SPINACH ENCH	2	8.99	17.98	0.00	17.98	28.8%	0.7%	0.99	1.98	11.0%	16.00	89.0%
		208	VERDES	1	8.99	8.99	0.00	8.99	14.2%	0.3%	0.00	0.00	0.0%	8.99	100.0%
		Platillos Ligeros Total:		6		62.94	0.00	62.94	3.4%	2.4%		6.72	10.7%	56.22	89.3%
4 - Entrées															
		307	ASADA	1	12.99	12.99	0.00	12.99	2.2%	0.5%	2.81	2.81	21.6%	10.18	78.4%
		263	Break Tacos	3	8.99	26.97	0.00	26.97	4.8%	1.0%	2.83	8.49	31.0%	18.48	69.0%
		318	CANCUN	2	8.99	17.98	0.00	17.98	3.2%	0.7%	1.54	3.08	17.1%	14.90	82.9%

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Labor Analysis Report

Report Name
Labor Analysis

Version
080328

Type
Summary

Organization Options
National
Region
District
Unit

Date Options
Week Ended

Sorting Options
N/A

Business Process Dependency
Daily Commit
Forecasting
Labor Scheduling

The Labor Analysis Report provides a comprehensive view of an organization's forecasted sales and scheduled labor versus the actual totals for each day of a selected week. This report can be used evaluate a unit's sales and labor forecast before the week starts to ensure that labor targets are hit. As the week progresses, the report will populate with actual sales and costs and provide a performance comparison.

This report has five (5) sections each with variance comparisons:

1. Sales - Forecast & Actual
2. Labor Hours – Scheduled & Actual
3. Labor Cost – Scheduled & Actual
4. Labor Productivity – Scheduled & Actual
5. Guest Counts
 - a. Counts - Forecast & Actual
 - b. Average – Forecast & Actual

Printing Instructions

Follow these steps to print this report:

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Labor Analysis report from the first dropdown.
4. Select an organization.
5. Select a Week Ended date.
6. Click on the [Run Report](#) link.

Labor Analysis Report

Labor Analysis

	10/2/2006 Monday	10/3/2006 Tuesday	10/4/2006 Wednesday	10/5/2006 Thursday	10/6/2006 Friday	10/7/2006 Saturday	10/8/2006 Sunday	WTD
Sales								
Actual	5,420.25	6,099.17	5,463.49	5,730.91	10,752.49	7,943.60	7,970.51	49,376.61
Forecast	5,500.00	6,000.00	6,000.00	7,000.00	9,000.00	9,000.00	6,500.00	49,000.00
Diff	-73.75 -1.3%	99.17 1.5%	-536.51 -8.9%	-1,269.09 -18.1%	1,752.49 19.5%	-1,056.17 -11.7%	1,370.51 21.1%	275.61 0.6%
Labor Hrs.								
Actual	180.78	188.40	181.48	203.50	271.48	226.72	228.42	1,482.78
Scheduled	143.50	159.00	145.50	158.75	201.75	216.00	176.25	1,197.75
Diff	37.28 26.0%	29.40 18.8%	35.98 24.7%	44.75 28.2%	69.73 34.6%	29.72 13.5%	52.17 29.6%	285.03 24.0%
Labor Cost								
Actual	1,920.37 35.4%	2,004.14 32.9%	1,973.57 36.1%	2,193.79 36.3%	2,725.22 25.3%	2,411.27 33.4%	2,339.03 29.7%	15,567.38 31.6%
Scheduled	1,205.31 21.9%	1,272.75 21.2%	1,213.55 20.2%	1,358.25 19.4%	1,735.75 19.3%	1,869.38 21.0%	1,532.13 23.6%	10,207.13 20.8%
Diff	-715.94 -13.5%	-731.39 -11.7%	-760.01 -15.9%	-835.53 -18.9%	-989.47 -6.1%	-521.90 -9.4%	-806.91 -6.1%	-5,369.25 -16.8%
Labor Prod.								
Actual	30.82	32.32	30.10	28.18	38.81	33.28	34.48	33.51
Scheduled	38.33	38.48	41.24	44.09	44.81	41.67	36.88	43.51
Diff	-8.31 -21.7%	-6.15 -16.0%	-11.13 -27.0%	-15.93 -36.1%	-5.99 -13.2%	-8.39 -20.1%	-2.42 -6.6%	-7.98 -18.3%
Guest Count								
Actual	355	461	394	456	957	857	559	3,857
Forecast	0	0	0	0	0	0	0	0
Diff.	355 0.0%	461 0.0%	394 0.0%	456 0.0%	957 0.0%	857 0.0%	559 0.0%	3,857 0.0%
Actual Avg.	13.81	13.21	13.87	11.79	11.85	12.09	14.08	12.78
Forecast Avg.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Diff	13.81 0.0%	13.21 0.0%	13.87 0.0%	11.79 0.0%	11.85 0.0%	12.09 0.0%	14.08 0.0%	12.78 0.0%

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676262

Labor Cost Analysis Report

Report Name

Labor Cost Analysis

Version

110415

Type

Comparison

Organization Options

Unit

Date Options

Week Ended

Sorting Options

N/A

Business Process**Dependency**

Daily Commit

Forecasting

Labor Scheduling

Labor Group Setup

The Labor Cost Analysis Report provides a highly customizable and comprehensive view of an organization's key data points, including weekly average, budget and actual sales, budgeted and actual labor cost and hours, cost percentages and variances. This report is accompanied by a configuration module.

This report has five (5) sections each with variance comparisons:

1. Sales – 2 Week Avg, Budgeted & Actual
2. Labor Hours – Scheduled & Actual
3. Labor Cost – Budgeted & Scheduled
4. Labor Cost – Scheduled & Actual
5. Labor/Sales – Target, Schedules & Actual

Printing Instructions

Follow these steps to print this report:

1. Log into the NorthStar Portal.
2. Navigate to Labor Cost Analysis Setup Module.
3. Setup Revenue Groups, Budgets and Thresholds.
4. Click the Labor Cost Analysis report link.
5. Select an organization.
6. Select a Labor Category.
7. Select a Week Ended date.
8. Click on the [View Report](#) link.

Labor Cost Analysis Report

Labor Cost Analysis

For Unit: Westl Week Ending: 3/20/2011

BUS BODY	MON 03/14/11	TUE 03/15/11	WED 03/16/11	THU 03/17/11	FRI 03/18/11	SAT 03/19/11	SUN 03/20/11	Totals
Sales - Trailing 2-Week Avg	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sales - Budgeted Amount	100.00	200.00	300.00	400.00	500.00	600.00	700.00	2,800.00
Sales - Actual Amount	100.00	200.00	300.00	400.00	500.00	600.00	700.00	2,800.00
+/- \$ variance Avg to budget	100.00	200.00	300.00	400.00	500.00	600.00	700.00	2,800.00
+/- (%) Avg variance to budget	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
+/- \$ variance budget to actual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+/- (%) variance to actual	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
LABOR HOURS - Schedule (reg hrs)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LABOR HOURS - Schedule (ot hrs)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LABOR HOURS - Actual (reg hrs)	48.92	54.98	61.03	69.18	72.73	72.75	74.45	453.96
LABOR HOURS - Actual (ot hrs)	3.98	1.28	0.05	6.05	1.53	5.95	13.37	32.81
Variance to Scheduled Reg Hours	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+/- (%) Scheduled Reg Hours	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Variance To Schedule OT Hours	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+/- (%) Scheduled OT Hours	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
LABOR COST Budgeted amt	6.00	12.00	18.00	24.00	30.00	36.00	42.00	168.00
LABOR COST Scheduled amt	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Budget-Schedule Variance	(6.00)	(12.00)	(18.00)	(24.00)	(30.00)	(36.00)	(42.00)	(168.00)
+/- (budgeted-schedule) (%)	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
LABOR COST Scheduled amt	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LABOR COST Actual amt	444.51	460.42	502.33	630.88	600.26	659.43	703.22	4,060.97
Variance to Scheduled amt	444.51	460.42	502.33	630.88	600.26	659.43	703.22	4,060.97
+/- (actual-scheduled) (%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
LABOR/Sales (%) Target	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
LABOR/Sales Scheduled (%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
LABOR/Sales Actual (%)	444.51%	230.21%	167.44%	157.70%	120.05%	109.91%	109.03%	145.03%

Cover and Guest Report

Report Name

Cover and Guest

Cover and Guest report gives the user a consolidated overview of cover and customer counts, both by POSi shift and cost center. It also produces the average amount collected by cover or customer.

Version

090126

Type

Comparison

The report is divided in two parts; the Covers and Customers parts. Each part displays by cost center and by shifts.

Organization Options

Unit

The content of the columns are:

- Type: Can be either Covers or customers
- Cost Centers: These are POSi cost center
- Net Sales: Sales that subtract discounts, coupons, and taxes
- Count: Number of covers or customer
- Avg: Calc (Net Sales / Count)

Date Options

Day

The content of the rows are:

- Amounts by cost center and totals

Sorting Options

N/A

Business Process**Dependency**

Daily Commit

Printing Instructions

Follow these steps to print this report:

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Cover and Guest report from the first dropdown.
4. Select a Unit.
5. Select a date.
6. Click on the [Run Report](#) link.

Cover and Guest Report

Cover and Guest Report

For Unit: Braintree, 11/1/2008

Covers	1-Lunch			2-Dinner			Total		
	Net Sales	Cover Count	Cover Avg	Net Sales	Cover Count	Cover Avg	Net Sales	Cover Count	Cover Avg
DINING ROOM	\$2,885.95	216	\$13.34	\$6,455.77	448	\$14.38	\$9,121.72	665	\$13.72
BAR	\$167.94	9	\$18.66	\$464.50	27	\$17.20	\$632.44	36	\$17.57
PICK-UP	\$227.03	30	\$7.57	\$571.02	45	\$12.69	\$798.05	75	\$10.64
Total	\$3,080.92	255	\$12.00	\$7,491.29	521	\$14.38	\$10,582.21	776	\$13.60

Guests	1-Lunch			2-Dinner			Total		
	Net Sales	Guest Count	Guest Avg	Net Sales	Guest Count	Guest Avg	Net Sales	Guest Count	Guest Avg
DINING ROOM	\$2,885.95	271	\$9.94	\$6,455.77	437	\$14.77	\$9,121.72	708	\$12.89
BAR	\$167.94	14	\$12.00	\$464.50	30	\$15.48	\$632.44	44	\$14.37
PICK-UP	\$227.03	32	\$7.00	\$571.02	52	\$10.98	\$798.05	84	\$9.50
Total	\$3,080.92	317	\$9.66	\$7,491.29	519	\$14.43	\$10,582.21	836	\$12.62

Payroll & Employee Compliance Sample Reports

This section includes information and instructions for creating the most common NorthStar Payroll and Employee Compliance Reports. Samples of each report are also included.

The following reports are explained:

[Flash Payroll Summary](#)

[Committed Payroll Detail](#)

[Meal Period Compliance](#)

[TRAC Compliance](#)

[Manager Activity Summary Report](#)

Flash Payroll Summary

Report Name

Flash Labor Summary

Version

090302

Type

Summary

Organization Options

National

Region

District

Unit

Date Options

Day

Date Range

Week Ended

Period

Quarter

Sorting Options

ASC/DESC All Columns

Business Process**Dependency**

Daily Commit

The Flash Payroll Summary Report provides a quick summary of wages paid per job for the date range selected. This report includes hour and wage totals for both regular and overtime. Dynamic rank sorting allows you to quickly identify which jobs are generating the most OT costs.

The content of the columns are:

- Job
- Average Wage
- Regular Hours
- Overtime Hours
- Total Hours
- Regular Wages
- Overtime Wages
- Total Wages

The content of the rows are:

- Totals by Job

Printing Instructions

Follow these steps to print this report:

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Flash Labor Summary report from the first dropdown.
4. Select an organization.
5. Select a date.
6. Click on the [Run Report](#) link.

Flash Payroll Summary

Payroll Summary

Job	Average Wage	Reg Hours	OT Hours	Total Hours	Reg Wages	OT Wages	Total Wages
Cashier	\$ 7.79	64.37	0.88	65.25	497.63	10.60	508.23
Cook	\$ 12.57	191.20	3.55	194.75	2,386.95	61.57	2,448.52
Dishwasher	\$ 9.71	161.45	2.00	163.45	1,559.19	27.53	1,586.72
Driver	\$ 6.23	195.15	0.00	195.15	1,216.11	0.00	1,216.11
GM	\$ 0.00	0.00	0.00	0.00	3,993.84	0.00	3,993.84
Hostess	\$ 7.55	95.92	2.25	98.17	711.58	29.53	741.11
Phone	\$ 7.62	21.15	0.00	21.15	161.16	0.00	161.16
Pizza Maker	\$ 7.54	188.33	9.12	197.45	1,465.68	22.20	1,487.88
Salad	\$ 9.53	117.20	0.47	117.67	1,113.80	7.00	1,120.80
Server	\$ 6.64	396.77	5.58	402.35	2,691.14	59.11	2,750.25
Shift Leader	\$ 15.37	47.78	2.45	50.23	716.75	55.12	771.87
	\$ 11.15	1,479.32	26.30	1,505.62	16,513.83	272.66	16,786.49

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Committed Payroll Detail

Report Name
Payroll Detail

Version
110503

Type
Employee Detail

Organization Options
National
Region
District
Unit

Date Options
Week Ended
Pay Period

Sorting Options
ASC/DESC All Columns

Business Process Dependency
Payroll Commit

The Payroll Detail Report provides a comprehensive summary of committed wages paid per employee for the week or payroll period selected. This report includes hour and wage totals for both regular and overtime as well as tip and sales information. Dynamic rank sorting allows you to quickly identify which employees are generating the most OT costs.

The content of the columns are:

- Employee # and Name
- Regular Hours
- Overtime Hours
- Double-time Hours
- Regular/OT Wages
- Misc. Wages
- Total Wages
- Charged Tips
- Declared Tips
- Server Sales

The content of the rows are:

- Totals by Employee

Printing Instructions

Follow these steps to print this report:

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Payroll Detail report from the first dropdown.
4. Select an organization.
5. Select a date.
6. Click on the [Run Report](#) link.

Committed Payroll Detail

Payroll Detail

Emp #	Name	Reg Hours	OT Hours	DT Hours	Reg/OT Wages	Misc Wages	Total Wages	Charged Tips	Declared Tips	Server Sales
3	LEZOTTE, JENNIFER	40.00	4.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	CHAVARRIA, NORA	30.13	1.03	0.00	396.05	0.00	396.05	0.00	0.00	0.00
8	LANE, ELYSSE	14.80	0.00	0.00	99.90	0.00	99.90	122.31	11.00	1,244.32
9	TEXERIA, ALFRED	40.00	7.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13	SARGIOTTO, LISA	9.17	0.00	0.00	61.88	0.00	61.88	127.73	95.00	1,064.58
17	GOMEZ, MARTHA	20.53	0.00	0.00	215.60	0.00	215.60	0.00	0.00	0.00
18	MARTINEZ, MAYRA	39.78	2.30	0.00	648.50	0.00	648.50	0.00	0.00	0.00
21	DAVIS, AMBER	25.03	3.43	0.00	218.83	0.00	218.83	264.62	194.68	2,433.43
22	REHNBERG, RITA	24.15	0.00	0.00	163.01	0.00	163.01	204.01	187.00	2,316.41
25	GARROW, COLLEEN	13.60	0.00	0.00	115.60	0.00	115.60	40.88	31.38	538.03
29	HINKLEY, DAVID	21.57	0.00	0.00	145.58	0.00	145.58	211.17	63.85	2,024.13
32	CHRISTENSEN, HEATHER	22.65	0.00	0.00	152.89	0.00	152.89	156.20	0.60	2,098.84
39	GOMEZ, MIRNA	28.20	0.47	0.00	289.00	0.00	289.00	0.00	0.00	0.00
68	ANDERSON, JAMES	3.23	0.00	0.00	21.83	0.00	21.83	17.63	3.00	170.64
70	GRANT, ANTHONY	19.18	0.00	0.00	129.49	0.00	129.49	154.82	138.79	1,852.92
81	MARTINEZ, JOSE	29.90	0.00	0.00	328.90	0.00	328.90	0.00	0.00	0.00
83	LAUREL, MARIO	27.22	0.02	0.00	286.04	0.00	286.04	0.00	0.00	0.00
91	FUENTES, EDGAR	16.92	0.00	0.00	169.17	0.00	169.17	0.00	0.00	0.00
92	ESTEVEZ, LEOPOLDO	33.97	0.00	0.00	492.52	0.00	492.52	0.00	0.00	0.00
94	HARVEY, LOGAN	28.05	2.25	0.00	224.11	0.00	224.11	181.75	172.00	2,108.07
95	LOPEZ, JORGE	36.57	0.20	0.00	442.40	0.00	442.40	0.00	0.00	0.00
99	CHAVARRIA, ALEJANDRA	23.07	0.00	0.00	207.60	0.00	207.60	0.00	0.00	0.00
100	GUIDO, FLORENCIO	39.98	0.67	0.00	594.26	0.00	594.26	0.00	0.00	0.00
101	BUSSE, JAY	31.00	1.93	0.00	372.90	0.00	372.90	106.07	75.00	1,275.96
104	MALONE, MICHAEL	26.98	0.00	0.00	182.14	0.00	182.14	202.45	53.09	2,297.48

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Meal Period Compliance

Report Name

Meal Period
Compliance

The Meal Period Compliance Report displays the meal period compliance status of all employees in each restaurant. This report is used especially by, but not limited to, restaurants located in California.

Version

070202

The content of the columns are:

Type

Employee Detail

- Employee Number
- Employee Name
- Number of Days Worked
- Number of Compliant Days
- Percentage Compliant
- Long Break Compliance %
- Long Shift Compliance %
- No Break Compliance %
- Short Break Compliance %
- Split Shift Information

Organization Options

National
Region
District
Unit

The content of the rows are:

- Employee Summary

Date Options

Day
Date Range
Week Ended
Period
Quarter

Printing Instructions

Follow these steps to print this report:

Sorting Options

None

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Meal Period Compliance report from the first dropdown.
4. Select an organization.
5. Select a date.
6. Click on the [Run Report](#) link.

Business Process**Dependency**

Payroll Commit

Other Dependencies

NS Portal Aggregate

Meal Period Compliance

Meal Compliance

Unit Number 002

Employee #	Name	# of Days Worked	# of Compliant Days	% Compliance	% Long Break	% Long Shift	% No Break	% Short Break	# Split
321	ALVAREZ, AMBER	3	3	100.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0
232	ANDERSON, ASHLEY	4	4	100.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0
68	ANDERSON, JAMES	2	2	100.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0
126	APARICIO, FRANCISCO	2	0	0.00 %	0.00 %	0.00 %	100.00 %	0.00 %	0
311	BAILEY, BRITNEY	3	3	100.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0
273	BARAJAS, EMILIO	6	0	0.00 %	0.00 %	83.33 %	16.67 %	0.00 %	0
325	BARKER, TIM	6	5	83.33 %	0.00 %	0.00 %	16.67 %	0.00 %	0
218	BROWN, RICH	9	8	88.89 %	0.00 %	0.00 %	11.11 %	0.00 %	2
101	BUSSE, JAY	8	0	0.00 %	0.00 %	100.00 %	0.00 %	0.00 %	1
315	BYERLY, MARY	10	3	30.00 %	0.00 %	30.00 %	40.00 %	0.00 %	0
294	CAMAJANI, JENNY	4	2	50.00 %	0.00 %	0.00 %	50.00 %	0.00 %	0
326	CAPITO, DOMINIC	7	4	57.14 %	0.00 %	14.29 %	28.57 %	0.00 %	0
130	CARILLO, DJ	7	6	85.71 %	0.00 %	14.29 %	0.00 %	0.00 %	0
99	CHAVARRIA, ALEJANDRA	8	1	12.50 %	0.00 %	50.00 %	37.50 %	0.00 %	0
295	CHAVARRIA, DANIEL	7	4	57.14 %	0.00 %	14.29 %	28.57 %	0.00 %	0
6	CHAVARRIA, NORA	9	7	77.78 %	0.00 %	11.11 %	0.00 %	11.11 %	0
32	CHRISTENSEN, HEATHER	10	8	80.00 %	0.00 %	10.00 %	10.00 %	0.00 %	0
21	DAVIS, AMBER	9	4	44.44 %	0.00 %	44.44 %	11.11 %	0.00 %	0
298	DEBENE, LUCIA	10	0	0.00 %	0.00 %	80.00 %	20.00 %	0.00 %	0
258	DEKKER, BETHANY	4	4	100.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0
319	DONOVAN MAG, CUTIS	10	8	80.00 %	0.00 %	10.00 %	10.00 %	0.00 %	0
307	DONOVAN, CURTIS	10	8	80.00 %	0.00 %	10.00 %	10.00 %	0.00 %	0
92	ESTEVEZ, LEOPOLDO	9	2	22.22 %	0.00 %	22.22 %	11.11 %	44.44 %	0
256	FERNANDEZ, HECTOR HUGO	10	6	60.00 %	0.00 %	20.00 %	20.00 %	0.00 %	0
304	FERNANDEZ, MICHAEL	6	6	100.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0
251	FERNANDEZ-NAVARRO, FERNANDO	8	2	25.00 %	0.00 %	25.00 %	12.50 %	37.50 %	0
91	FUENTES, EDGAR	4	0	0.00 %	0.00 %	0.00 %	75.00 %	25.00 %	0
25	GARROW, COLLEEN	4	0	0.00 %	0.00 %	100.00 %	0.00 %	0.00 %	0
135	GIUSTO, DANIELLE	10	4	40.00 %	0.00 %	20.00 %	40.00 %	0.00 %	0
332	GIUSTO, NICK	2	2	100.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0
17	GOMEZ, MARTHA	8	7	87.50 %	0.00 %	0.00 %	12.50 %	0.00 %	0
39	GOMEZ, MIRNA	10	5	50.00 %	0.00 %	10.00 %	40.00 %	0.00 %	0
70	GRANT, ANTHONY	6	0	0.00 %	0.00 %	50.00 %	33.33 %	16.67 %	0
100	GUIDO, FLORENCIO	10	5	50.00 %	0.00 %	0.00 %	0.00 %	50.00 %	0
94	HARVEY, LOGAN	10	4	40.00 %	0.00 %	0.00 %	60.00 %	0.00 %	1
277	HERNANDEZ, EDITH	10	2	20.00 %	0.00 %	0.00 %	0.00 %	80.00 %	0
330	HINKLE, KRISTAL	2	1	50.00 %	0.00 %	0.00 %	50.00 %	0.00 %	0
29	HINKLEY, DAVID	8	4	50.00 %	0.00 %	12.50 %	37.50 %	0.00 %	0
255	HOWARD, BRIAN	10	0	0.00 %	0.00 %	20.00 %	80.00 %	0.00 %	0
288	JUAREZ, RUPERTO	9	7	77.78 %	0.00 %	0.00 %	22.22 %	0.00 %	0
320	KARDUM, DANIELLE	8	6	75.00 %	0.00 %	0.00 %	12.50 %	12.50 %	0
322	KNEGO, KRISTOPHER	3	3	100.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0
Total		516	257	53.34 %	0.00 %	20.19 %	20.18 %	6.30 %	5

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TRAC Compliance

Report Name

TRAC Compliance

The TRAC Compliance Report provides the detail information that is required to support the California TRAC Agreement reporting requirements.

Version

070202

The content of the columns are:

- Employee Name & SSN
- Employee Number
- Credit Card Sales
- Credit Card Tips
- Credit Card Tip Percentage
- Total Sales
- Declared Tips
- Declared Tip Percentage

Type

Unit Comparison

Organization Options

National
Region
District
Unit

The content of the rows are:

- Employee Totals

Date Options

Day
Date Range
Week Ended
Period
Quarter

Printing Instructions

Follow these steps to print this report:

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the TRAC Compliance report from the first dropdown.
4. Select an organization.
5. Select a business day.
6. Click on the [Run Report](#) link.

Sorting Options

None

Business Process**Dependency**

Daily Commit

TRAC Compliance

Trac

SSN	Employee Name	#	CC Sales	CC Tips	CC Tip %	Total Sales	Declared Tips	Declared Tips %
(XXX-XX-4913)	ANDERSON, JAMES	68	80.85	17.63	21.81%	170.64	3.00	1.76%
(XXX-XX-4455)	BARKER, TIM	325	0.00	0.00	0.00%	0.00	0.00	0.00%
(XXX-XX-4798)	BROWN, RICH	218	220.50	31.01	14.06%	1,789.27	0.00	0.00%
(XXX-XX-9192)	BUSSE, JAY	101	363.91	93.50	25.69%	1,126.72	66.00	5.86%
(XXX-XX-9835)	BYERLY, MARY	315	0.00	0.00	0.00%	0.00	0.00	0.00%
(XXX-XX-2078)	CAPITO, DOMINIC	326	0.00	0.00	0.00%	0.00	0.00	0.00%
(XXX-XX-2703)	CHRISTENSEN, HEATHER	32	831.03	156.20	18.80%	2,098.84	0.60	0.03%
(XXX-XX-9109)	DAVIS, AMBER	21	1,370.07	264.62	19.31%	2,433.43	194.68	8.00%
(XXX-XX-1528)	DEBENE, LUCIA	298	185.05	43.30	23.40%	768.53	60.94	7.93%
(XXX-XX-0000)	DONOVAN MAG, CUTIS	319	245.62	37.00	15.06%	1,833.53	0.00	0.00%
(XXX-XX-0095)	GARROW, COLLEEN	25	158.76	40.88	25.75%	538.03	31.38	5.83%
(XXX-XX-3834)	GIUSTO, DANIELLE	135	372.10	73.73	19.81%	1,044.37	0.00	0.00%
(XXX-XX-0401)	GRANT, ANTHONY	70	906.70	178.44	19.68%	1,791.89	159.99	8.93%
(XXX-XX-9376)	HARVEY, LOGAN	94	960.44	189.75	19.76%	2,023.33	165.00	8.15%
(XXX-XX-5440)	HINKLE, KRYSTAL	330	55.09	11.95	21.69%	276.78	0.00	0.00%
(XXX-XX-5828)	HINKLEY, DAVID	29	1,193.37	211.17	17.70%	2,024.13	83.85	4.14%
(XXX-XX-0640)	KARDUM, DANIELLE	320	688.03	118.36	17.20%	1,286.76	56.27	4.37%
(XXX-XX-9909)	LANE, ELYSSE	8	887.49	158.75	17.89%	1,552.72	11.00	0.71%
(XXX-XX-2847)	LEMOS, CEBELLE	327	0.00	0.00	0.00%	0.00	0.00	0.00%
(XXX-XX-6581)	MALONE, MICHAEL	104	1,063.09	206.58	19.43%	2,185.16	42.11	1.93%
(XXX-XX-6711)	MARMADUKE, CARLY	198	495.92	107.28	21.63%	949.97	25.00	2.63%
(XXX-XX-0088)	MARTINEZ, MAYRA	18	0.00	0.00	0.00%	0.00	0.00	0.00%
(XXX-XX-0954)	MENDOZA, JACQUELINE	291	0.00	0.00	0.00%	0.00	0.00	0.00%
(XXX-XX-8330)	MOUILLE, TERRY	121	1,668.20	379.72	22.79%	2,915.96	170.00	5.83%
(XXX-XX-0093)	REHNBERG, RITA	22	1,219.19	211.13	17.32%	2,228.74	180.00	8.08%
(XXX-XX-4768)	ROUSE, BRITTANY	329	701.15	131.99	18.82%	1,144.99	0.00	0.00%
(XXX-XX-3602)	RYAN, CHRISTINA	261	883.56	150.88	17.08%	1,903.03	105.00	5.52%
(XXX-XX-4232)	SARGIOTTO, LISA	13	652.82	127.73	19.57%	1,064.58	95.00	8.92%
(XXX-XX-7912)	TOOVEY, KERRISSA	262	1,780.61	355.55	19.97%	3,102.56	268.00	8.64%
			16,981.55	3,297.15	19.42%	36,053.94	1,717.82	4.76%

Manager Activity Summary Report

Report Name

Manager Activity
Summary Report

Version

090719

Type

Employee Detail

Organization Options

Unit

Date Options

Day

Sorting Options

None

Business Process**Dependency**

Daily Commit

The Manager Activity Summary Report displays all activity types and the number of incidents in a collapsed summarization. Activity types can be expanded for greater detail which also exposes the check number which can be opened to display the check information. Activity Types include:

- Manager Discounts
- Table Deletes
- Payment Screen Discounts
- Table Transfers
- No Sale
- Overrings
- Payout
- Shut Down
- Change Server on Table

The content of the columns are:

- Activity Type
- # Incidents

Expanded Details (differ by Activity Type):

- Check #
- Check Amount
- Discount Amount
- Table #
- Server #
- Server Name
- Cost Center
- Start/Close Time
- Descriptions
- # No Sales

The content of the rows are:

- Employee/Check Details/Amounts

Printing Instructions

Follow these steps to print this report:

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the report from the first dropdown.
4. Select an organization.
5. Select a business day.
6. Click on the [Run Report](#) link.

Manager Activity Summary Report

Manager Activity Summary

For Unit: BEQ-01 (001), 10/10/2010

Activity Type	# Incidents
03 : Table Deletes	283
12 : Payment Screen Discounts	70
10 : Table Transfers	39
13 : No Sale	21
15 : Overrings	3

Type 15 - Overring

Check #	Amount	Server #	Server Name	Table #	Overring Manager
10136	(1.89)	65	DOHNER, MICHAEL	2	0
10143	(39.53)	65	DOHNER, MICHAEL	2	0
10412	(10.00)	65	DOHNER, MICHAEL	2	0

01 : Payout	1
11 : Shut Down	1
09 : Change Server on Table	1

4/19/2011 11:00:42 AM
090610

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Check Detail - Unit: 001 Sale Date: 10/10/10

Check # :	10412	Check Date:	10/10/2010
Table # :	2	Start Time:	3:06 PM
Server:	MICHAEL DOHNER	Print Time:	3:07 PM
Guests:	0	Close Time:	3:07 PM

Inv#	Item Description	Gross	Discount	Net
0		-1.99	0.00	-1.99
0		0.48	0.00	0.48
0		-1.99	0.00	-1.99
10	B ITALIAN SAUSAGE	-0.46	0.00	-0.46
1016	FAMILY FETTUCINI	-5.29	0.00	-5.29
Sub-Total				-9.25

Tax 1	-0.75
Check Total	-10.00

Payments:	Amount	Tip	Change	Total
CASH	-10.00	0.00	0.00	-10.00
Total Payments:				-10.00

090610

Royalty Projection Reports

This section includes information and instructions for creating the NorthStar Royalty Projection Reports. Samples of each report are also included.

The following reports are explained:

[Royalty Projection](#)
[Royalty Percentages](#)

Royalty Projection

Report Name

Royalty Projection

The Royalty Projection Report provides a sophisticated method to calculate projected sales totals for a period while only part way through the selected period.

Version

061221

The report makes the following calculations:

Type

Unit Comparison

- Period-to-Date Sales
- Number of Sales Days in period
- Multiplies Number of Remaining Days in Period by the Daily Average of Sales to generate a Projected Sales for the period.
- Multiplies the #1 percentage against the Projected Sales
- Multiplies the #2 percentage against the Projected Sales

Organization Options

National
Region
District
Unit

Date Options

Period

The content of the columns are:

Sorting Options

None

- Unit Number
- Unit Name
- Sales Period-to-Date
- # of Days Period-to-Date
- # of Days Left in Period
- Projected Sales
- Percentage Calc #1
- Percentage Calc #2

Business Process**Dependency**

Daily Commit

The content of the rows are:

- Unit Sales

Printing Instructions

Follow these steps to print this report:

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Royalty Projection report from the first dropdown.
4. Select an organization.
5. Select a Fiscal Period.
6. Click on the [Run Report](#) link.

Royalty Projection

Royalty Projection

Unit	Name	Sales	# Days	# Left	Projected Sales	Royalties General	Projection M & P
001	01 - New York City	118,677.58	23	5	144,477.05	9,391.01	288.95
002	02 - Chicago	154,891.15	23	5	188,563.14	12,256.60	377.13
003	03 - Denver	141,045.91	23	5	171,708.06	11,161.02	343.42
004	04 - Salt Lake City	91,781.12	23	5	111,733.54	7,262.68	223.47
005	05 - Los Angeles	180,958.86	23	5	220,297.74	14,319.35	440.60
006	06 - Seattle	94,554.53	23	5	115,109.86	7,482.14	230.22
007	07 - Houston	136,807.20	23	5	166,547.89	10,625.61	333.10
008	08 - Dallas	88,088.26	23	5	107,237.88	6,970.46	214.48
009	09 - Phoenix	94,599.34	23	5	115,164.41	7,485.69	230.33
010	10 - Orlando	161,818.94	23	5	196,996.97	12,804.80	393.99
011	11 - Kansas City	131,169.73	23	5	159,684.89	10,379.52	319.37
012	12 - Atlanta	132,787.44	23	5	161,654.27	10,507.53	323.31
013	13 - Boston	0.00	0	28	0.00	0.00	0.00
014	14 - Ohio	97,436.15	23	5	118,617.92	7,710.16	237.24
015	15 - New Jersey	82,327.62	23	5	100,224.93	6,514.62	200.45
Total:		1,706,943.83			2,078,018.56	135,071.21	4,156.04

Royalty Percentages

Report Name

Royalty Percentages

The Royalty Percentage Report lists the percentage calculations that have been setup for each unit. These percentages will be used in the Royalty Projection Report.

Version

070525

Type

List

The content of the columns are:

- Unit Number
- Unit Name
- Percentage #1
- Percentage #2

Organization Options

National
Region
District
Unit

The content of the rows are:

- Unit Data

Date Options

N/A

Printing Instructions

Follow these steps to print this report:

Sorting Options

None

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Royalty Percentages report from the first dropdown.
4. Select an organization.
5. Click on the [Run Report](#) link.

Business Process**Dependency**

N/A

Royalty Percentages

Royalty Percentage Report

Unit	Name	Royalties General	Projection M & P
001	01 - New York City	6.5	0.2
002	02 - Chicago	6.5	0.2
003	03 - Denver	6.5	0.2
004	04 - Salt Lake City	6.5	0.2
005	05 - Los Angeles	6.5	0.2
006	06 - Seattle	6.5	0.2
007	07 - Houston	6.5	0.2
008	08 - Dallas	6.5	0.2
009	09 - Phoenix	6.5	0.2
010	10 - Orlando	6.5	0.2
011	11 - Kansas City	6.5	0.2
012	12 - Atlanta	6.5	0.2
013	13 - Boston	6.5	0.2
014	14 - Ohio	6.5	0.2
015	15 - New Jersey	6.5	0.2

Log Report Samples

This section includes information and instructions for Printing sample NorthStar System Logs. Samples of each report are also included.

The following reports are explained:

[Portal User Log](#)

[Override Commit Log](#)

[Fiscal Calendar Report](#)

Portal User Log

Report Name
Portal User Log

The Portal User Log provides a list of Login instances that includes the user name along with the login and logout date/time.

Version
070202

The content of the columns are:

Type
List

- User Name
- Log In Date/Time
- Log Out Date/Time

Organization Options
National

The content of the rows are:

- User Login Instances

Date Options
Date Range

Printing Instructions

Follow these steps to print this report:

Sorting Options
None

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Portal User Log report from the first dropdown.
4. Select an organization.
5. Select a date range.
6. Click on the [Run Report](#) link.

Business Process Dependency
N/A

Portal User Log

Portal User Log

User Name	Log In	Log Out
admin	10/25/2006 6:34:34 PM	1/23/2007 3:15:00 PM
admin	10/26/2006 9:12:54 AM	1/23/2007 3:15:00 PM
admin	10/27/2006 4:28:03 PM	1/23/2007 3:15:00 PM
admin	10/31/2006 5:34:00 PM	1/23/2007 3:15:00 PM
admin	11/1/2006 11:39:22 AM	11/1/2006 11:40:10 AM
admin	11/1/2006 11:40:15 AM	11/1/2006 11:41:10 AM
admin	11/1/2006 11:41:19 AM	11/1/2006 11:42:10 AM
admin	11/1/2006 11:42:27 AM	11/1/2006 11:43:05 AM
admin	11/1/2006 11:43:11 AM	11/1/2006 11:44:25 AM
admin	11/1/2006 11:44:31 AM	11/1/2006 11:44:43 AM
admin	11/1/2006 11:44:52 AM	11/1/2006 11:47:34 AM
admin	11/1/2006 11:47:46 AM	11/1/2006 11:48:05 AM
admin	11/1/2006 11:48:34 AM	11/1/2006 1:02:11 PM
admin	11/1/2006 1:02:20 PM	11/3/2006 8:44:22 PM
admin	11/3/2006 8:44:41 PM	1/23/2007 3:15:00 PM
admin	11/3/2006 8:59:30 PM	1/23/2007 3:15:00 PM
admin	12/6/2006 5:13:14 PM	1/23/2007 3:15:00 PM
admin	12/13/2006 12:53:14 PM	1/23/2007 3:15:00 PM
admin	12/15/2006 10:30:11 AM	12/15/2006 11:01:27 AM
admin	12/15/2006 11:01:37 AM	1/23/2007 3:15:00 PM
admin	12/15/2006 11:04:24 AM	12/15/2006 11:09:09 AM
admin	12/15/2006 11:09:22 AM	12/15/2006 11:13:33 AM
admin	12/15/2006 1:40:40 PM	12/15/2006 1:41:03 PM
admin	12/15/2006 1:41:12 PM	1/23/2007 3:15:00 PM
admin	12/15/2006 1:42:51 PM	1/23/2007 3:15:00 PM

1/24/2007 3:27:30 PM
079292

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Override Commit Log

Report Name

Override Commit Log

Version

070202

Type

List

Organization Options

National

Region

District

Unit

Date Options

Date Range

Sorting Options

None

Business Process**Dependency**

N/A

The Override Commit Log displays a list of all requests made for an override code from the Commit Override Module. This report provides you with a clear picture of which users/units are making either the mistakes during their commit process or are running into other problems that hinder their ability to submit accurate, timely data.

The content of the columns are:

- Unit Number
- Commit Date
- Request Date
- User Name
- Memo

The content of the rows are:

- Log of each request for an override code

Printing Instructions

Follow these steps to print this report:

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Override Commit Log report from the first dropdown.
4. Select an organization.
5. Select a date range.
6. Click on the [Run Report](#) link.

Override Commit Log

Commit Override Log

Unit Num	Commitment Date	Requested Date	User Name	Memo
002	12/31/2006	1/2/2007	kbrunsi	Deposit entered incorrectly
007	1/1/2007	1/2/2007	tlamberton	Missed deposit entry
007	1/10/2007	1/12/2007	tlamberton	House charges not reconciled
007	1/11/2007	1/13/2007	tlamberton	Employee needed adjustment
007	1/16/2007	1/17/2007	tlamberton	GC Redeemed out of balance
008	1/10/2007	1/11/2007	jdavis	Missed employee adjustment
011	1/5/2007	1/10/2007	tfnewly	AMEX not balanced, missed a credit
014	1/10/2007	1/11/2007	tsaris	Deposit not entered

Fiscal Calendar Report

Report Name

Fiscal Calendar Report

The Fiscal Calendar Administration report displays the Fiscal calendar for all fiscal years configured in the NorthStar Portal.

Version

070521

The content of the columns are:

Type

List

- Fiscal Year
- #
- Beginning
- End
- #1 End
- #2 End
- #3 End
- #4 End
- #5 End
- #6 End

Organization Options

National

Date Options

None

Sorting Options

None

The content of the rows are:

- The Fiscal Year
- The Fiscal Period Number
- The Fiscal Period Beginning and End Dates
- The Fiscal Week End Dates

Business Process**Dependency**

Setup at least one fiscal year calendar with the NorthStar Portal Configuration tool.

Printing Instructions

Follow these steps to print this report:

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Fiscal Calendar report from the first dropdown.
4. Select an organization.
5. Select a date range.
6. Click on the [Run Report](#) link.

Fiscal Calendar Report

Fiscal Calendar

Fiscal Year	Fiscal Periods		Fiscal Weeks						
	#	Beginning	End	#1 End	#2 End	#3 End	#4 End	#5 End	#6 End
2005	1	Jul 5 2004 Mon	Aug 1 2004 Sun	Jul 11 2004 Sun	Jul 18 2004 Sun	Jul 25 2004 Sun	Aug 1 2004 Sun		
2005	2	Aug 2 2004 Mon	Aug 29 2004 Sun	Aug 8 2004 Sun	Aug 15 2004 Sun	Aug 22 2004 Sun	Aug 29 2004 Sun		
2005	3	Aug 30 2004 Mon	Oct 3 2004 Sun	Sep 5 2004 Sun	Sep 12 2004 Sun	Sep 19 2004 Sun	Sep 26 2004 Sun	Oct 3 2004 Sun	
2005	4	Oct 4 2004 Mon	Oct 31 2004 Sun	Oct 10 2004 Sun	Oct 17 2004 Sun	Oct 24 2004 Sun	Oct 31 2004 Sun		
2005	5	Nov 1 2004 Mon	Nov 28 2004 Sun	Nov 7 2004 Sun	Nov 14 2004 Sun	Nov 21 2004 Sun	Nov 28 2004 Sun		
2005	6	Nov 29 2004 Mon	Jan 2 2005 Sun	Dec 5 2004 Sun	Dec 12 2004 Sun	Dec 19 2004 Sun	Dec 26 2004 Sun	Jan 2 2005 Sun	
2005	7	Jan 3 2005 Mon	Jan 30 2005 Sun	Jan 9 2005 Sun	Jan 16 2005 Sun	Jan 23 2005 Sun	Jan 30 2005 Sun		
2005	8	Jan 31 2005 Mon	Feb 27 2005 Sun	Feb 6 2005 Sun	Feb 13 2005 Sun	Feb 20 2005 Sun	Feb 27 2005 Sun		
2005	9	Feb 28 2005 Mon	Apr 3 2005 Sun	Mar 6 2005 Sun	Mar 13 2005 Sun	Mar 20 2005 Sun	Mar 27 2005 Sun	Apr 3 2005 Sun	
2005	10	Apr 4 2005 Mon	May 1 2005 Sun	Apr 10 2005 Sun	Apr 17 2005 Sun	Apr 24 2005 Sun	May 1 2005 Sun		
2005	11	May 2 2005 Mon	May 29 2005 Sun	May 8 2005 Sun	May 15 2005 Sun	May 22 2005 Sun	May 29 2005 Sun		
2005	12	May 30 2005 Mon	Jul 3 2005 Sun	Jun 5 2005 Sun	Jun 12 2005 Sun	Jun 19 2005 Sun	Jun 26 2005 Sun	Jul 3 2005 Sun	
2006	1	Jul 4 2005 Mon	Jul 31 2005 Sun	Jul 10 2005 Sun	Jul 17 2005 Sun	Jul 24 2005 Sun	Jul 31 2005 Sun		
2006	2	Aug 1 2005 Mon	Aug 28 2005 Sun	Aug 7 2005 Sun	Aug 14 2005 Sun	Aug 21 2005 Sun	Aug 28 2005 Sun		
2006	3	Aug 29 2005 Mon	Oct 2 2005 Sun	Sep 4 2005 Sun	Sep 11 2005 Sun	Sep 18 2005 Sun	Sep 25 2005 Sun	Oct 2 2005 Sun	
2006	4	Oct 3 2005 Mon	Oct 30 2005 Sun	Oct 9 2005 Sun	Oct 16 2005 Sun	Oct 23 2005 Sun	Oct 30 2005 Sun		
2006	5	Oct 31 2005 Mon	Nov 27 2005 Sun	Nov 6 2005 Sun	Nov 13 2005 Sun	Nov 20 2005 Sun	Nov 27 2005 Sun		
2006	6	Nov 28 2005 Mon	Jan 1 2006 Sun	Dec 4 2005 Sun	Dec 11 2005 Sun	Dec 18 2005 Sun	Dec 25 2005 Sun	Jan 1 2006 Sun	
2006	7	Jan 2 2006 Mon	Jan 29 2006 Sun	Jan 8 2006 Sun	Jan 15 2006 Sun	Jan 22 2006 Sun	Jan 29 2006 Sun		
2006	8	Jan 30 2006 Mon	Feb 26 2006 Sun	Feb 5 2006 Sun	Feb 12 2006 Sun	Feb 19 2006 Sun	Feb 26 2006 Sun		
2006	9	Feb 27 2006 Mon	Apr 2 2006 Sun	Mar 5 2006 Sun	Mar 12 2006 Sun	Mar 19 2006 Sun	Mar 26 2006 Sun	Apr 2 2006 Sun	
2006	10	Apr 3 2006 Mon	Apr 30 2006 Sun	Apr 9 2006 Sun	Apr 16 2006 Sun	Apr 23 2006 Sun	Apr 30 2006 Sun		
2006	11	May 1 2006 Mon	May 28 2006 Sun	May 7 2006 Sun	May 14 2006 Sun	May 21 2006 Sun	May 28 2006 Sun		
2006	12	May 29 2006 Mon	Jul 2 2006 Sun	Jun 4 2006 Sun	Jun 11 2006 Sun	Jun 18 2006 Sun	Jun 25 2006 Sun	Jul 2 2006 Sun	
2007	1	Jul 3 2006 Mon	Jul 30 2006 Sun	Jul 9 2006 Sun	Jul 16 2006 Sun	Jul 23 2006 Sun	Jul 30 2006 Sun		
2007	2	Jul 31 2006 Mon	Aug 27 2006 Sun	Aug 6 2006 Sun	Aug 13 2006 Sun	Aug 20 2006 Sun	Aug 27 2006 Sun		
2007	3	Aug 28 2006 Mon	Oct 1 2006 Sun	Sep 3 2006 Sun	Sep 10 2006 Sun	Sep 17 2006 Sun	Sep 24 2006 Sun	Oct 1 2006 Sun	
2007	4	Oct 2 2006 Mon	Oct 29 2006 Sun	Oct 8 2006 Sun	Oct 15 2006 Sun	Oct 22 2006 Sun	Oct 29 2006 Sun		
2007	5	Oct 30 2006 Mon	Nov 26 2006 Sun	Nov 5 2006 Sun	Nov 12 2006 Sun	Nov 19 2006 Sun	Nov 26 2006 Sun		
2007	6	Nov 27 2006 Mon	Dec 31 2006 Sun	Dec 3 2006 Sun	Dec 10 2006 Sun	Dec 17 2006 Sun	Dec 24 2006 Sun	Dec 31 2006 Sun	
2007	7	Jan 1 2007 Mon	Jan 28 2007 Sun	Jan 7 2007 Sun	Jan 14 2007 Sun	Jan 21 2007 Sun	Jan 28 2007 Sun		
2007	8	Jan 29 2007 Mon	Feb 25 2007 Sun	Feb 4 2007 Sun	Feb 11 2007 Sun	Feb 18 2007 Sun	Feb 25 2007 Sun		

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070521

Web P&L Report Samples

This section includes information and instructions for Printing sample NorthStar Web Profit & Loss (PNL) Reports. Samples of each report are also included.

The following reports are explained:

- [Web PNL Actual Vs. Budget Report](#)
- [Web PNL Actual Vs. Estimate Report](#)
- [Web PNL Actual Vs. Last Year Report](#)
- [Web PNL Detail Ledger – Financials](#)
- [Web PNL Detail Ledger – Operations](#)
- [Web PNL Side by Side PTD Report](#)
- [Web PNL Side by Side QTD Report](#)
- [Web PNL Side by Side WTD Report](#)
- [Web PNL Side by Side YTD Report](#)
- [Web PNL Week Side by Side Report](#)

Web PNL Actual Vs. Budget Report

Report Name

Web PNL Actual Vs.
Budget Report

The Web PNL Actual Vs Budget Report provides a customizable and comprehensive analysis of actual sales versus budgeted amounts for profit and loss comparison. Configuration is done through PNL Manager Software located on the server.

Version

090219

The content of the columns are:

Type

Comparison

- Categories
- Current WTD/%
- Budget WTD/%
- WTD vs. Budget \$Var/%Var
- Current PTD/%
- Budget PTD/%
- PTD vs. Budget \$Var/%Var
- Current YTD/%
- Budget YTD/%
- YTD vs. Budget \$Var/%Var

Organization Options

National
Region
District
Unit

The content of the rows are:

- Configured Categories

Date Options

Day
Week Ended
Period

Sorting Options

N/A

Printing Instructions

Follow these steps to print this report:

Business Process**Dependency**

Daily Commit
PNL Manager Config

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Web PNL Actual Vs Budget report from the first dropdown.
4. Select an organization.
5. Select a date or period.
6. Click on the [Run Report](#) link.

Web PNL Actual Vs. Budget Report

Actual vs. Budget - For National: USA

	Current				Budget				vs. Budget				Current				Budget				vs. Budget				
	WTD	%	WTD	%	\$ Var	% Var	PTD	%	PTD	%	\$ Var	% Var	YTD	%	YTD	%	\$ Var	% Var	YTD	%	YTD	%	\$ Var	% Var	
Sales																									
Sales - Food	199,099	87.4	0	0.0	199,099	0.0	206,887	87.4	0	0.0	206,887	0.0	14,395,935	86.5	0	0.0	14,395,935	0.0	14,395,935	86.5	0	0.0	14,395,935	0.0	
Sales - NA Beverage	23,398	10.0	0	0.0	23,398	0.0	82,808	10.0	0	0.0	82,808	0.0	1,872,453	9.7	0	0.0	1,872,453	0.0	1,872,453	9.7	0	0.0	1,872,453	0.0	
Sales - Catering	0	0.0	0	0.0	0	0.0	450	0.1	0	0.0	450	0.0	2,722	0.0	0	0.0	2,722	0.0	2,722	0.0	0	0.0	2,722	0.0	
Total Food & NA Bev Sales	211,497	88.3	0	0.0	211,497	0.0	207,145	88.3	0	0.0	207,145	0.0	16,261,110	86.2	0	0.0	16,261,110	0.0	16,261,110	86.2	0	0.0	16,261,110	0.0	
Sales - LBR	5,910	1.8	0	0.0	5,910	0.0	9,319	1.7	0	0.0	9,319	0.0	289,594	1.8	0	0.0	289,594	0.0	289,594	1.8	0	0.0	289,594	0.0	
Sales - Other	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1,904	0.0	0	0.0	1,904	0.0	1,904	0.0	0	0.0	1,904	0.0	
Total Sales	217,407	100.0	0	0.0	217,407	0.0	216,464	100.0	0	0.0	216,464	0.0	18,252,659	100.0	0	0.0	18,252,659	0.0	18,252,659	100.0	0	0.0	18,252,659	0.0	
Note: Gift Card Sales	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
Note: Gift Card Redeemable	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
Note: Net Gift Cards	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
Discounts & Coupons	6,905	3.2	0	0.0	6,905	0.0	18,799	3.2	0	0.0	18,799	0.0	392,119	2.4	0	0.0	392,119	0.0	392,119	2.4	0	0.0	392,119	0.0	
Net Operating Sales	210,502	100.0	0	0.0	210,502	0.0	197,665	100.0	0	0.0	197,665	0.0	15,869,390	100.0	0	0.0	15,869,390	0.0	15,869,390	100.0	0	0.0	15,869,390	0.0	
COG																									
COG - Food	85,228	34.7	0	0.0	85,228	0.0	154,900	36.6	0	0.0	154,900	0.0	4,469,950	31.2	0	0.0	4,469,950	0.0	4,469,950	31.2	0	0.0	4,469,950	0.0	
COG - NA Beverage	5,038	21.8	0	0.0	5,038	0.0	13,411	21.3	0	0.0	13,411	0.0	124,561	7.9	0	0.0	124,561	0.0	124,561	7.9	0	0.0	124,561	0.0	
Total Food & NA Bev COG	90,266	33.2	0	0.0	90,266	0.0	168,311	38.9	0	0.0	168,311	0.0	4,594,511	29.1	0	0.0	4,594,511	0.0	4,594,511	29.1	0	0.0	4,594,511	0.0	
COG - Liqor, Beer, Wine	1,923	42.8	0	0.0	1,923	0.0	2,604	29.3	0	0.0	2,604	0.0	74,432	29.7	0	0.0	74,432	0.0	74,432	29.7	0	0.0	74,432	0.0	
COG - Sundry	0	0.0	0	0.0	0	0.0	(708)	0.0	0	0.0	(708)	0.0	(1,891)	(86.8)	0	0.0	(1,891)	0.0	(1,891)	(86.8)	0	0.0	(1,891)	0.0	
COG - Paper Fill	8,183	2.8	0	0.0	8,183	0.0	15,209	1.8	0	0.0	15,209	0.0	428,930	2.7	0	0.0	428,930	0.0	428,930	2.7	0	0.0	428,930	0.0	
COG - Prior Period	0	0.0	0	0.0	0	0.0	1,567	0.3	0	0.0	1,567	0.0	8,022	0.0	0	0.0	8,022	0.0	8,022	0.0	0	0.0	8,022	0.0	
Total Cost of Sales	77,967	37.8	0	0.0	77,967	0.0	182,884	32.8	0	0.0	182,884	0.0	5,118,522	32.3	0	0.0	5,118,522	0.0	5,118,522	32.3	0	0.0	5,118,522	0.0	
Total Gross Profit	131,325	63.8	0	0.0	131,325	0.0	378,187	67.3	0	0.0	378,187	0.0	13,050,867	67.7	0	0.0	13,050,867	0.0	13,050,867	67.7	0	0.0	13,050,867	0.0	
Payroll																									
Salary	0	0.0	0	0.0	0	0.0	26,389	4.7	0	0.0	26,389	0.0	799,403	5.0	0	0.0	799,403	0.0	799,403	5.0	0	0.0	799,403	0.0	
Hourly	39,181	18.8	0	0.0	39,181	0.0	105,179	18.7	0	0.0	105,179	0.0	2,999,479	18.9	0	0.0	2,999,479	0.0	2,999,479	18.9	0	0.0	2,999,479	0.0	
Hourly Bonus	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
Overtime	80	0.0	0	0.0	80	0.0	360	0.1	0	0.0	360	0.0	63,913	0.1	0	0.0	63,913	0.0	63,913	0.1	0	0.0	63,913	0.0	
Shiftleaders	2,612	1.3	0	0.0	2,612	0.0	6,949	1.2	0	0.0	6,949	0.0	92,700	0.6	0	0.0	92,700	0.0	92,700	0.6	0	0.0	92,700	0.0	
OT Shiftleaders	32	0.0	0	0.0	32	0.0	407	0.1	0	0.0	407	0.0	8,898	0.0	0	0.0	8,898	0.0	8,898	0.0	0	0.0	8,898	0.0	
Salary Sick	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
Salary Vacation	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	12,260	0.1	0	0.0	12,260	0.0	12,260	0.1	0	0.0	12,260	0.0	
Hourly Vacation	0	0.0	0	0.0	0	0.0	883	0.1	0	0.0	883	0.0	32,248	0.2	0	0.0	32,248	0.0	32,248	0.2	0	0.0	32,248	0.0	
Taxes & Benefits	0	0.0	0	0.0	0	0.0	34,457	6.1	0	0.0	34,457	0.0	524,000	3.9	0	0.0	524,000	0.0	524,000	3.9	0	0.0	524,000	0.0	
Total Payroll & Benefits	41,883	20.1	0	0.0	41,883	0.0	174,415	21.1	0	0.0	174,415	0.0	4,897,321	29.9	0	0.0	4,897,321	0.0	4,897,321	29.9	0	0.0	4,897,321	0.0	
Ind Controllable Expenses																									
Supplies	3,420	1.8	0	0.0	3,420	0.0	6,599	1.7	0	0.0	6,599	0.0	197,569	1.2	0	0.0	197,569	0.0	197,569	1.2	0	0.0	197,569	0.0	
Associate/Manager Discounts	2,557	1.2	0	0.0	2,557	0.0	6,943	1.2	0	0.0	6,943	0.0	210,100	1.3	0	0.0	210,100	0.0	210,100	1.3	0	0.0	210,100	0.0	
Food Comp	439	0.2	0	0.0	439	0.0	1,297	0.2	0	0.0	1,297	0.0	45,714	0.3	0	0.0	45,714	0.0	45,714	0.3	0	0.0	45,714	0.0	
Misc Expense	0	0.0	0	0.0	0	0.0	214	0.0	0	0.0	214	0.0	3,329	0.0	0	0.0	3,329	0.0	3,329	0.0	0	0.0	3,329	0.0	

Web PNL Actual Vs. Estimate Report

Report Name

Web PNL Actual vs.
Estimate Report

The Web PNL Actual vs. Estimate Report provides a customizable and comprehensive analysis of actual sales versus estimates for profit and loss comparison. Configuration is done through PNL Manager Software located on the server.

Version

090219

The content of the columns are:

Type

Comparison

- Categories
- Actuals: \$/%
- Estimates: \$
- Flash P&L: \$/%

Organization Options

National
Region
District
Unit

The content of the rows are:

- Configured Categories

Date Options

Day
Week Ended

Printing Instructions

Follow these steps to print this report:

Sorting Options

N/A

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Web PNL Actual vs. Estimate report from the first dropdown.
4. Select an organization.
5. Select a day or Week Ended date.
6. Click on the [Run Report](#) link.

Business Process**Dependency**

Daily Commit
PNL Manager Config

Web PNL Actual Vs. Estimate Report

Actual vs. Estimate - For National: USA

Sales	Actuals		Estimates	Flash P&L	
	\$	%		\$	\$
Sales - Food	305,684	87.4	0	305,684	87.4
Sales - N/A Beverage	38,514	11.0	0	38,514	11.0
Sales - Catering	18	0.0	0	18	0.0
Total Food & N/A Bev Sales:	344,215	98.4	0	344,215	98.4
Sales - LBW	5,717	1.6	0	5,717	1.6
Sales - Other	0	0.0	0	0	0.0
Total Sales:	349,932	100.0	0	349,932	100.0
Note: Gift Card Sales	0	0.0	0	0	0.0
Note: Gift Card Redemptions	0	0.0	0	0	0.0
Note: Net Gift Cards:	0	0.0	0	0	0.0
Discounts & Coupons	11,269	3.2	0	11,269	3.2
Net Operating Sales	338,663	100.0	0	338,663	100.0
COS	\$	%	\$	\$	%
COS: Food	92,968	30.4	2,601	95,569	31.3
COS: N/A Beverage	8,187	21.3	0	8,187	21.3
Total Food & N/A Bev COS:	101,155	29.4	2,601	103,756	30.1
COS: Liquor, Beer, Wine	2,154	37.7	(64)	2,090	36.6
COS: Sundry	(708)	0.0	0	(708)	0.0
COS: Paper P/L	5,966	1.8	100	6,066	1.8
COS: Prior Period	1,171	0.3	0	1,171	0.3
Total Cost of Sales:	109,739	32.4	2,637	112,376	33.2
Total Gross Profit:	228,924	67.6	(2,637)	226,287	66.8
Payroll	\$	%	\$	\$	%
Salary	0	0.0	26,369	26,369	7.8
Hourly	65,401	19.3	0	65,401	19.3
Hourly Bonus	0	0.0	0	0	0.0
Overtime	287	0.1	0	287	0.1
Shiftleaders	4,539	1.3	0	4,539	1.3
OT Shiftleaders	340	0.1	0	340	0.1
Salary Sick	0	0.0	0	0	0.0
Salary Vacation	0	0.0	0	0	0.0
Hourly Vacation	683	0.2	0	683	0.2
Taxes & Benefits	21,008	6.2	13,459	34,467	10.2

Web PNL Actual Vs. Last Year Report

Report Name

Web PNL Actual vs.
Last Year Report

The Web PNL Actual vs. Last Year Report provides a customizable and comprehensive analysis of actual sales versus last year amounts for profit and loss comparison. Configuration is done through PNL Manager Software located on the server.

Version

080821

The content of the columns are:

Type

Comparison

- Categories
- Current WTD/%
- Last Year WTD/%
- WTD vs. Last Year \$Var/%Var
- Current PTD/%
- Last Year PTD/%
- PTD vs. Last Year \$Var/%Var
- Current YTD/%
- Last Year YTD/%
- YTD vs. Last Year \$Var/%Var

Organization Options

National
Region
District
Unit

The content of the rows are:

- Configured Categories

Date Options

Day
Week Ended
Period

Sorting Options

N/A

Printing Instructions

Follow these steps to print this report:

Business Process**Dependency**

Daily Commit
PNL Manager Config

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Web PNL Actual vs. Last Year report from the first dropdown.
4. Select an organization.
5. Select a Week Ended date.
6. Click on the [Run Report](#) link.

Web PNL Actual Vs. Last Year Report

Actual vs. Last Year - For National: USA

	Current				Last Year				vs LastYear				Current				Last Year				vs LastYear				
	WTD	%	WTD	%	\$ Var	% Var	FTD	%	FTD	%	\$ Var	% Var	YTD	%	YTD	%	\$ Var	% Var	YTD	%	YTD	%	\$ Var	% Var	
Sales																									
Sales - Food	193,096	87.4	222,870	88.0	(34,561)	(15.5)	506,987	87.4	512,182	88.2	194,305	82.4	14,385,935	88.5	16,012,703	88.1	(1,826,768)	(10.2)							
Sales - N/A Beverage	23,368	12.6	0	0.0	23,368	3.8	62,908	10.9	0	0.0	82,908	8.0	1,572,483	9.7	0	0.0	1,572,483	0.0							
Sales - Catering	0	0.0	0	0.0	0	0.0	456	0.1	0	0.0	456	0.0	2,722	0.0	0	0.0	2,722	0.0							
Total Food & N/A Bev Sales	216,464	89.2	222,870	88.0	(11,983)	(5.8)	570,351	88.2	512,182	88.2	298,170	82.7	16,961,193	88.2	16,012,703	88.1	(81,993)	(4.9)							
Sales - LRF	3,010	1.8	4,440	2.0	(830)	(14.2)	9,016	1.7	5,794	1.8	4,134	1.8	258,694	1.8	306,938	1.9	(17,244)	(5.8)							
Sales - Other	0	0.0	22	0.0	(22)	(100.0)	0	0.0	43	0.0	193	(100.0)	1,894	0.0	5,887	0.0	(4,193)	(71.2)							
Total Sales	219,207	88.6	227,332	88.8	(11,830)	(5.2)	580,275	88.0	518,009	88.0	342,261	82.0	18,212,489	88.0	16,325,528	88.0	(1,886,961)	(10.4)							
Note: Gift Card Sales	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0							
Note: Gift Card Redemptions	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0							
Note: Net Gift Cards	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0							
Discounts & Coupons	8,805	4.0	1,323	0.6	5,581	421.7	16,796	3.2	1,822	0.8	19,077	87.0	362,119	2.4	181,100	0.8	281,019	273.1							
Net Operating Sales	208,381	88.8	225,899	88.8	(17,416)	(7.7)	561,271	88.0	516,187	88.0	348,584	77.8	18,046,380	88.0	16,223,429	88.0	(1,822,951)	(10.2)							
COG																									
COG - Food	85,228	34.7	11,520	5.2	65,703	480.1	154,900	30.6	4,219	1.4	150,685	3,574.8	4,498,800	31.2	4,388,827	27.5	89,973	2.0							
COG - N/A Beverage	5,016	21.8	0	0.0	5,016	0.0	(3,411)	(21.3)	0	0.0	(3,411)	0.0	124,281	7.9	0	0.0	124,281	0.0							
Total Food & N/A Bev COG	79,291	33.2	11,520	5.2	68,729	509.7	168,311	29.3	4,219	1.4	147,274	3,574.8	4,623,081	28.9	4,388,827	27.5	234,254	4.8							
COG - Liquor, Beer, Wine	1,823	42.8	74	1.7	1,549	2,064.4	2,004	26.3	138	2.4	2,167	3,064.4	74,432	25.7	83,244	27.1	(8,812)	(10.8)							
COG - Sundry	0	0.0	0	0.0	0	0.0	(709)	0.0	(1,125)	(2,859.3)	417	(37.1)	(1,861)	(19.8)	7,283	123.2	(8,944)	(123.3)							
COG - Paper P/L	5,163	2.9	789	0.3	4,368	557.2	10,226	1.8	(2,011)	(5.6)	12,216	(807.6)	426,630	2.7	(2,011)	0.0	428,641	(21,294)							
COG - Prep Period	0	0.0	0	0.0	0	0.0	1,887	0.0	0	0.0	1,887	0.0	5,822	0.0	0	0.0	5,822	0.0							
Total Cost of Sales	77,067	37.8	12,399	5.5	64,662	522.3	182,284	32.5	1,218	0.4	181,096	14,871.2	5,116,522	32.5	4,488,814	27.7	627,708	14.0							
Total Gross Profit	131,205	61.0	215,031	94.3	(83,996)	(34.5)	379,147	67.5	314,860	69.8	44,318	30.4	13,741,657	67.7	11,732,015	71.1	(1,999,136)	(14.4)							
Payroll																									
Salary	0	0.0	0	0.0	0	0.0	24,386	4.7	8,231	1.7	21,138	404.1	786,465	5.0	1,062,384	8.5	(275,919)	(25.8)							
Hourly	26,181	18.9	0	0.0	26,181	0.0	105,176	18.7	12,852	4.1	82,327	712.1	2,066,479	18.9	2,788,777	17.2	(722,298)	(7.5)							
Hourly Bonus	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0							
Overtime	80	0.0	0	0.0	80	0.0	380	0.1	888	0.2	(298)	(48.2)	80,318	0.3	54,388	0.1	25,930	199.8							
ShiftLeaders	2,812	1.8	0	0.0	2,812	0.0	1,948	1.2	0	0.0	1,948	0.0	62,730	0.6	80,059	0.5	(17,329)	(14.7)							
OT ShiftLeaders	32	0.0	0	0.0	32	0.0	407	0.1	0	0.0	407	0.0	6,898	0.0	1,163	0.0	5,735	493.0							
Salary Sick	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0							
Salary Vacation	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	12,290	0.1	33,714	0.2	(21,424)	(63.8)							
Hourly Vacation	0	0.0	0	0.0	0	0.0	682	0.1	0	0.0	682	0.0	32,249	0.0	40,806	0.0	(8,557)	(20.8)							
Taxes & Benefits	0	0.0	0	0.0	0	0.0	34,887	8.1	7,774	2.8	29,903	343.3	824,883	3.9	888,838	3.4	(64,955)	(12.2)							
Total Payroll & Benefits	41,888	20.1	0	0.0	41,888	0.0	174,415	31.1	16,005	8.4	147,906	555.3	4,607,331	29.0	4,384,891	18.3	222,440	5.0							
Bad Debt/Write Expense																									
Supplies	3,420	1.8	0	0.0	3,420	0.0	9,069	1.7	0	0.0	9,069	0.0	187,598	1.2	0	0.0	187,598	0.0							
Associate/Manager Discounts	2,557	1.2	8,004	1.9	(6,447)	(18.0)	9,943	1.2	4,488	1.4	2,474	88.4	210,181	1.3	254,438	1.3	(43,257)	(2.8)							
Food Comps	433	0.2	0	0.0	433	0.0	1,287	0.2	0	0.0	1,287	0.0	45,714	0.3	0	0.0	45,714	0.0							

Web PNL Detail Ledger – Financials Report

Report Name

Web PNL Detail Ledger
– Financials Report

The Web PNL Detail Ledger – Financials Report provides a customizable and detailed ledger of financials for profit and loss comparison. Configuration is done through PNL Manager Software located on the server.

Version

080828

The content of the columns are:

Type

Comparison

- P&L Row Description
- GL Code Description
- Amount
- Record & Source Type

Organization Options

Unit

The content of the rows are:

Date Options

Day
Week Ended
Period

- Configured Categories
- Totals

Sorting Options

N/A

Printing Instructions

Follow these steps to print this report:

Business Process**Dependency**

Daily Commit
PNL Manager Config

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Web PNL Detail Ledger-Financial report from the first dropdown.
4. Select an organization.
5. Select a Week Ended date.
6. Click on the [Run Report](#) link.

Web PNL Detail Ledger - Financials Report

P&L Detail Ledger - Financial Detail (Estimates NOT Included)

Week Ended: 7/15/2006

Restaurant #: 001

P&L Row Description / GL Code Description			Amount	Record & Source Type
Sales Food				
7/15/2006	40000	.Sales Food.021508	(3,864.95)	Financial - G/L Posted
Account Total:			(3,864.95)	
Sales Beer and Wine				
7/15/2006	40010	.Sales Beer/Wine.021508	(1,911.93)	Financial - G/L Posted
7/15/2006	40010	.Sales Liquor.021508	(47.88)	Financial - G/L Posted
Account Total:			(1,959.81)	
Sales Merchandise				
7/15/2006	40020	.Sales Merch.021508	(350.88)	Financial - G/L Posted
Account Total:			(350.88)	
COS - Meat				
7/15/2006	50000	9075912.FOOD SERVICES O.021508	1,333.02	Financial - G/L Posted
Account Total:			1,333.02	
COS - Produce				
7/15/2006	50010	9075912.FOOD SERVICES O.021508	128.25	Financial - G/L Posted
7/15/2006	50010	9078068.FOOD SERVICES O.021508	39.84	Financial - G/L Posted
Account Total:			168.09	
COS - Dairy				
7/15/2006	50020	9075912.FOOD SERVICES O.021508	71.96	Financial - G/L Posted
Account Total:			71.96	
COS - Food Other				
7/15/2006	50030	01849100452.GAI'S NORTHWEST.021508	54.20	Financial - G/L Posted
7/15/2006	50030	01849100461.GAI'S NORTHWEST.021508	23.61	Financial - G/L Posted
7/15/2006	50030	9075912.FOOD SERVICES O.021508	175.38	Financial - G/L Posted
Account Total:			253.19	
COS - Beer and Wine				
7/15/2006	50040	315581.K & L DISTRIBUT.021508	571.55	Financial - G/L Posted
7/15/2006	50040	3543134.YOUNG'S COLUMBI.021508	158.38	Financial - G/L Posted
7/15/2006	50040	696064.ALASKA DISTRIBU.021508	350.51	Financial - G/L Posted
7/15/2006	50040	3527329.YOUNG'S COLUMBI.021508	523.64	Financial - G/L Posted
7/15/2006	50040	682831.ALASKA DISTRIBU.021508	699.02	Financial - G/L Posted
7/15/2006	50040	3527445.YOUNG'S COLUMBI.021508	32.96	Financial - G/L Posted
7/15/2006	50040	3532287.YOUNG'S COLUMBI.021508	65.00	Financial - G/L Posted
7/15/2006	50040	309002.K & L DISTRIBUT.021508	721.18	Financial - G/L Posted
7/15/2006	50040	687150.ALASKA DISTRIBU.021508	241.46	Financial - G/L Posted
7/15/2006	50040	2540895.ISLAND OASIS FR.021508	45.48	Financial - G/L Posted
Account Total:			3,409.18	
COS - Liquor				
7/15/2006	50070	9075912.FOOD SERVICES O.021508	7.82	Financial - G/L Posted
Account Total:			7.82	
ILabor Employee Comps				
7/15/2006	62030	.Employee Merch.021508	22.45	Financial - G/L Posted

8/28/2006 2:23:09 PM

Page 1 of 3

Web PNL Detail Ledger - Operations Report

Report Name

Web PNL Detail Ledger
– Operations Report

The Web PNL Detail Ledger – Operations Report provides a customizable and detailed ledger of operations details for profit and loss comparison. Configuration is done through PNL Manager Software located on the server.

Version

080828

The content of the columns are:

Type

Comparison

- P&L Row Description
- GL Code Description
- Amount
- Record & Source Type

Organization Options

Unit

The content of the rows are:

Date Options

Day
Week Ended
Period

- Configured Categories
- Totals

Sorting Options

N/A

Printing Instructions

Follow these steps to print this report:

Business Process**Dependency**

Daily Commit
PNL Manager Config

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the P&L Detail Ledger – Operations report from the first dropdown.
4. Select an organization.
5. Select a Week Ended date.
6. Click on the [Run Report](#) link.

Web PNL Detail Ledger – Operations Report

P&L Detail Ledger - Operations Detail (Estimates Included)

Week Ended: 7/15/2006

Restaurant #: 001

P&L Row Description / GL Code Description			Amount	Record & Source Type
Sales Food				
7/15/2006	40000	.Sales Food.021508	(3,864.95)	Financial - G/L Posted
Account Total:			(3,864.95)	
Sales Beer and Wine				
7/15/2006	40010	.Sales Beer/Wine.021508	(1,911.93)	Financial - G/L Posted
7/15/2006	40010	.Sales Liquor.021508	(47.88)	Financial - G/L Posted
Account Total:			(1,959.81)	
Sales Merchandise				
7/15/2006	40020	.Sales Merch.021508	(350.88)	Financial - G/L Posted
Account Total:			(350.88)	
COS - Meat				
7/15/2006	50000	9075912.FOOD SERVICES O.021508	1,333.02	Financial - G/L Posted
Account Total:			1,333.02	
COS - Produce				
7/15/2006	50010	9075912.FOOD SERVICES O.021508	128.25	Financial - G/L Posted
7/15/2006	50010	9078088.FOOD SERVICES O.021508	39.84	Financial - G/L Posted
Account Total:			168.09	
COS - Dairy				
7/15/2006	50020	9075912.FOOD SERVICES O.021508	71.96	Financial - G/L Posted
Account Total:			71.96	
COS - Food Other				
7/15/2006	50030	01849100452.GAI'S NORTHWEST.021508	54.20	Financial - G/L Posted
7/15/2006	50030	01849100481.GAI'S NORTHWEST.021508	23.61	Financial - G/L Posted
7/15/2006	50030	9075912.FOOD SERVICES O.021508	175.38	Financial - G/L Posted
Account Total:			253.19	
COS - Beer and Wine				
7/15/2006	50040	315581.K & L DISTRIBUT.021508	571.55	Financial - G/L Posted
7/15/2006	50040	3543134.YOUNG'S COLUMBI.021508	158.38	Financial - G/L Posted
7/15/2006	50040	696064.ALASKA DISTRIBUT.021508	350.51	Financial - G/L Posted
7/15/2006	50040	3527329.YOUNG'S COLUMBI.021508	523.64	Financial - G/L Posted

Web PNL Side by Side PTD Report

Report Name

Web PNL Side by Side
PTD Report

The Web PNL Side by Side PTD Report provides a customizable and comprehensive analysis of the Period to Date totals, displayed by organization selection side by side for profit and loss comparison. Configuration is done through PNL Manager Software located on the server.

Version

080821

Type

Comparison

The content of the columns are:

- Categories
- Total PTD/%
- Org Breakdown PTD/%

Organization Options

National
Region
District
Unit

The content of the rows are:

- Configured Categories
- Totals

Date Options

Period

Printing Instructions

Follow these steps to print this report:

Sorting Options

N/A

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Web PNL Side by Side PTD report from the first dropdown.
4. Select an organization.
5. Select a Period.
6. Click on the [Run Report](#) link.

Business Process**Dependency**

Daily Commit
PNL Manager Config

Web PNL Side by Side PTD Report

Organization Side by Side - For National: USA

Sales	Total		ALB		East		West	
	PTD	%	PTD	%	PTD	%	PTD	%
Sales - Food	506,987	87.4	76,801	88.1	163,776	86.9	266,410	87.5
Sales - N/A Beverage	62,908	10.8	8,462	9.7	20,335	10.8	34,111	11.2
Sales - Catering	456	0.1	0	0.0	25	0.0	431	0.1
Total Food & N/A Bev Sales:	670,361	88.3	85,263	87.8	184,136	87.7	300,863	88.8
Sales - LBW	9,918	1.7	1,923	2.2	4,417	2.3	3,578	1.2
Sales - Other	0	0.0	0	0.0	0	0.0	0	0.0
Total Sales:	680,270	100.0	87,186	100.0	188,663	100.0	304,631	100.0
Note: Gift Card Sales	0	0.0	0	0.0	0	0.0	0	0.0
Note: Gift Card Redemptions	0	0.0	0	0.0	0	0.0	0	0.0
Note: Net Gift Cards:	0	0.0	0	0.0	0	0.0	0	0.0
Discounts & Coupons	18,799	3.2	2,372	2.7	5,767	3.1	10,660	3.5
Net Operating Sales	681,471	100.0	84,814	100.0	182,788	100.0	283,871	100.0
COGS	PTD	%	PTD	%	PTD	%	PTD	%
COGS: Food	154,900	30.6	25,680	33.4	59,222	36.2	69,998	26.3
COGS: N/A Beverage	13,411	21.3	1,607	19.0	4,596	22.6	7,208	21.1
Total Food & N/A Bev COGS:	168,311	28.6	27,287	32.0	63,818	34.7	77,208	26.7
COGS: Liquor, Beer, Wine	2,904	29.3	867	45.1	1,402	31.7	635	17.8
COGS: Sundry	(708)	0.0	(14)	0.0	609	0.0	(1,303)	0.0
COGS: Paper P/L	10,209	1.8	826	1.0	6,801	3.7	2,582	0.9
COGS: Prior Period	1,567	0.3	303	0.4	(357)	(0.2)	1,621	0.6
Total Cost of Sales:	182,284	32.6	29,288	34.6	72,273	38.6	80,741	27.6
Total Gross Profit:	378,187	87.6	55,646	86.6	110,613	80.6	213,129	72.6
Payroll	PTD	%	PTD	%	PTD	%	PTD	%
Salary	26,369	4.7	3,354	4.0	9,054	5.0	13,961	4.8
Hourly	105,179	18.7	14,687	17.3	33,499	18.3	56,993	19.4
Hourly Bonus	0	0.0	0	0.0	0	0.0	0	0.0
Overtime	360	0.1	(20)	0.0	264	0.1	117	0.0
Shiftleaders	6,949	1.2	2,001	2.4	2,149	1.2	2,799	1.0
OT Shiftleaders	407	0.1	407	0.5	0	0.0	0	0.0
Salary Sick	0	0.0	0	0.0	0	0.0	0	0.0
Salary Vacation	0	0.0	0	0.0	0	0.0	0	0.0
Hourly Vacation	683	0.1	355	0.4	0	0.0	328	0.1
Taxes & Benefits	34,467	6.1	4,634	5.5	11,684	6.4	18,149	6.2
Total Payroll & Benefits:	174,416	31.1	25,418	30.0	68,860	31.0	82,346	31.4
Unit Controllable Expenses	PTD	%	PTD	%	PTD	%	PTD	%
Supplies	9,569	1.7	1,339	1.6	3,183	1.7	5,047	1.7
Associate/Manager Discounts	6,943	1.2	782	0.9	2,269	1.2	3,892	1.3
Food Comps	1,257	0.2	238	0.3	415	0.2	604	0.2
Misc Expense	214	0.0	0	0.0	69	0.0	146	0.0
Postage	35	0.0	25	0.0	0	0.0	10	0.0

Web PNL Side by Side QTD Report

Report Name

Web PNL Side by Side
QTD Report

The Web PNL Side by Side QTD Report provides a customizable and comprehensive analysis of the Quarter to Date totals, displayed by organization selection side by side for profit and loss comparison. Configuration is done through PNL Manager Software located on the server.

Version

080821

Type

Comparison

The content of the columns are:

- Categories
- Total QTD/%
- Org Breakdown QTD/%

Organization Options

National
Region
District
Unit

The content of the rows are:

- Configured Categories
- Totals

Date Options

Quarter

Printing Instructions

Follow these steps to print this report:

Sorting Options

N/A

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Web PNL Side by Side QTD report from the first dropdown.
4. Select an organization.
5. Select a Quarter.
6. Click on the [Run Report](#) link.

Business Process**Dependency**

Daily Commit
PNL Manager Config

Web PNL Side by Side QTD Report

Organization Side by Side - For National: USA

	Total		ALB		East		West	
	QTD	%	QTD	%	QTD	%	QTD	%
Sales								
Sales - Food	506,987	87.4	76,801	88.1	163,776	86.9	266,410	87.5
Sales - N/A Beverage	62,908	10.8	8,462	9.7	20,335	10.8	34,111	11.2
Sales - Catering	456	0.1	0	0.0	25	0.0	431	0.1
Total Food & N/A Bev Sales:	670,351	88.3	86,263	87.8	184,136	87.7	300,863	88.8
Sales - LBW	9,918	1.7	1,923	2.2	4,417	2.3	3,578	1.2
Sales - Other	0	0.0	0	0.0	0	0.0	0	0.0
Total Sales:	680,270	100.0	87,186	100.0	188,563	100.0	304,631	100.0
Note: Gift Card Sales	0	0.0	0	0.0	0	0.0	0	0.0
Note: Gift Card Redemptions	0	0.0	0	0.0	0	0.0	0	0.0
Note: Net Gift Cards:	0	0.0	0	0.0	0	0.0	0	0.0
Discounts & Coupons	18,799	3.2	2,372	2.7	5,767	3.1	10,660	3.5
Net Operating Sales	661,471	100.0	84,814	100.0	182,796	100.0	283,871	100.0
COGS								
COGS: Food	154,900	30.6	25,680	33.4	59,222	36.2	69,998	26.3
COGS: N/A Beverage	13,411	21.3	1,607	19.0	4,596	22.6	7,208	21.1
Total Food & N/A Bev COGS:	168,311	28.6	27,287	32.0	63,818	34.7	77,206	26.7
COGS: Liquor, Beer, Wine	2,904	29.3	867	45.1	1,402	31.7	635	17.8
COGS: Sundry	(708)	0.0	(14)	0.0	609	0.0	(1,303)	0.0
COGS: Paper P/L	10,209	1.8	826	1.0	6,801	3.7	2,582	0.9
COGS: Prior Period	1,567	0.3	303	0.4	(357)	(0.2)	1,621	0.6
Total Cost of Sales:	182,284	32.6	28,289	34.6	72,273	38.6	80,741	27.6
Total Gross Profit:	379,187	87.6	66,646	86.6	110,619	80.6	213,129	72.6
Payroll								
Salary	26,369	4.7	3,354	4.0	9,054	5.0	13,961	4.8
Hourly	105,179	18.7	14,687	17.3	33,499	18.3	56,993	19.4
Hourly Bonus	0	0.0	0	0.0	0	0.0	0	0.0
Overtime	360	0.1	(20)	0.0	264	0.1	117	0.0
Shiftleaders	6,949	1.2	2,001	2.4	2,149	1.2	2,799	1.0
OT Shiftleaders	407	0.1	407	0.5	0	0.0	0	0.0
Salary Sick	0	0.0	0	0.0	0	0.0	0	0.0
Salary Vacation	0	0.0	0	0.0	0	0.0	0	0.0
Hourly Vacation	683	0.1	355	0.4	0	0.0	328	0.1
Taxes & Benefits	34,467	6.1	4,634	5.5	11,684	6.4	18,149	6.2
Total Payroll & Benefits:	174,416	31.1	26,418	30.0	68,860	31.0	82,346	31.4
Unit Controllable Expenses								
Supplies	9,569	1.7	1,339	1.6	3,183	1.7	5,047	1.7
Associate/Manager Discounts	6,943	1.2	782	0.9	2,269	1.2	3,892	1.3
Food Comps	1,257	0.2	238	0.3	415	0.2	604	0.2
Misc Expense	214	0.0	0	0.0	69	0.0	145	0.0
Postage	35	0.0	25	0.0	0	0.0	10	0.0

Web PNL Side by Side WTD Report

Report Name

Web PNL Side by Side
QTD Report

The Web PNL Side by Side WTD Report provides a customizable and comprehensive analysis of the Week to Date totals, displayed by organization selection side by side for profit and loss comparison. Configuration is done through PNL Manager Software located on the server.

Version

080821

Type

Comparison

The content of the columns are:

- Categories
- Total WTD/%
- Org Breakdown WTD/%

Organization Options

National
Region
District
Unit

The content of the rows are:

- Configured Categories
- Totals

Date Options

Week Ended

Printing Instructions

Follow these steps to print this report:

Sorting Options

N/A

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Web PNL Side by Side WTD report from the first dropdown.
4. Select an organization.
5. Select a Week Ended date.
6. Click on the [Run Report](#) link.

Business Process**Dependency**

Daily Commit
PNL Manager Config

Web PNL Side by Side WTD Report

Organization Side by Side - For National: USA

	Total		ALB		East		West	
	WTD	%	WTD	%	WTD	%	WTD	%
Sales								
Sales - Food	137,073	87.0	21,020	87.8	43,375	86.1	72,678	87.4
Sales - N/A Beverage	17,218	10.9	2,388	10.0	5,725	11.4	9,104	10.9
Sales - Catering	439	0.3	0	0.0	7	0.0	431	0.5
Total Food & N/A Bev Sales:	164,730	98.2	23,408	87.8	49,108	87.6	82,214	98.8
Sales - LBW	2,790	1.8	535	2.2	1,285	2.5	971	1.2
Sales - Other	0	0.0	0	0.0	0	0.0	0	0.0
Total Sales:	167,620	100.0	23,843	100.0	50,392	100.0	83,185	100.0
Note: Gift Card Sales	0	0.0	0	0.0	0	0.0	0	0.0
Note: Gift Card Redemptions	0	0.0	0	0.0	0	0.0	0	0.0
Note: Net Gift Cards:	0	0.0	0	0.0	0	0.0	0	0.0
Discounts & Coupons	5,260	3.3	717	3.0	1,552	3.1	2,991	3.6
Net Operating Sales	162,260	100.0	23,226	100.0	48,840	100.0	80,184	100.0
COG	WTD	%	WTD	%	WTD	%	WTD	%
COG: Food	53,503	39.0	4,969	23.6	21,540	49.7	26,994	37.1
COG: N/A Beverage	5,025	29.2	327	13.7	1,944	34.0	2,754	30.2
Total Food & N/A Bev COG:	68,628	37.8	6,296	22.8	23,484	47.8	28,748	38.2
COG: Liquor, Beer, Wine	797	28.6	300	56.0	217	15.9	280	28.9
COG: Sundry	0	0.0	0	0.0	0	0.0	0	0.0
COG: Paper P/L	3,986	2.6	414	1.8	1,316	2.7	2,257	2.8
COG: Prior Period	396	0.3	0	0.0	0	0.0	396	0.5
Total Cost of Sales:	83,707	41.8	8,008	26.9	25,017	51.2	32,881	40.8
Total Gross Profit:	88,662	68.2	17,218	74.1	23,823	48.8	47,613	69.2
Payroll	WTD	%	WTD	%	WTD	%	WTD	%
Salary	0	0.0	0	0.0	0	0.0	0	0.0
Hourly	28,242	18.5	4,102	17.7	8,910	18.2	15,230	19.0
Hourly Bonus	0	0.0	0	0.0	0	0.0	0	0.0
Overtime	5	0.0	0	0.0	5	0.0	0	0.0
Shifileaders	1,793	1.2	549	2.4	678	1.4	556	0.7
OT Shifileaders	0	0.0	0	0.0	0	0.0	0	0.0
Salary Sick	0	0.0	0	0.0	0	0.0	0	0.0
Salary Vacation	0	0.0	0	0.0	0	0.0	0	0.0
Hourly Vacation	0	0.0	0	0.0	0	0.0	0	0.0
Taxes & Benefits	0	0.0	0	0.0	0	0.0	0	0.0
Total Payroll & Benefits:	30,028	18.7	4,862	20.0	9,692	19.8	16,788	18.7
Unit Controllable Expenses	WTD	%	WTD	%	WTD	%	WTD	%
Supplies	2,030	1.3	61	0.3	554	1.1	1,415	1.8
Associate/Manager Discounts	2,011	1.3	171	0.7	633	1.3	1,207	1.5
Food Comps	347	0.2	33	0.1	127	0.3	186	0.2
Misc Expense	0	0.0	0	0.0	0	0.0	0	0.0
Postage	0	0.0	0	0.0	0	0.0	0	0.0

Web PNL Side by Side YTD Report

Report Name

Web PNL Side by Side
YTD Report

The Web PNL Side by Side YTD Report provides a customizable and comprehensive analysis of the Year to Date totals, displayed by organization selection side by side for profit and loss comparison. Configuration is done through PNL Manager Software located on the server.

Version

080821

Type

Comparison

The content of the columns are:

- Categories
- Total YTD/%
- Org Breakdown YTD/%

Organization Options

National
Region
District
Unit

The content of the rows are:

- Configured Categories
- Totals

Date Options

Day
Week Ended
Period
Quarter

Printing Instructions

Follow these steps to print this report:

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Web PNL Side by Side YTD report from the first dropdown.
4. Select an organization.
5. Select a Week Ended date.
6. Click on the [Run Report](#) link.

Sorting Options

N/A

Business Process

Dependency

Daily Commit
PNL Manager Config

Web PNL Side by Side YTD Report

Organization Side by Side - For National: USA

	Total		ALB		East		West	
	YTD	%	YTD	%	YTD	%	YTD	%
Sales								
Sales - Food	14,016,022	88.5	2,133,134	88.7	4,571,138	88.1	7,311,750	88.8
Sales - N/A Beverage	1,526,763	9.6	227,791	9.5	488,523	9.4	810,450	9.8
Sales - Catering	2,704	0.0	54	0.0	239	0.0	2,411	0.0
Total Food & N/A Bev Sales:	16,646,488	88.2	2,380,878	88.2	6,069,899	87.6	8,124,811	88.7
Sales - LBW	282,566	1.8	42,964	1.8	130,390	2.5	109,212	1.3
Sales - Other	1,694	0.0	66	0.0	1,187	0.0	442	0.0
Total Sales:	16,828,748	100.0	2,404,008	100.0	6,191,478	100.0	8,234,266	100.0
Note: Gift Card Sales	0	0.0	0	0.0	0	0.0	0	0.0
Note: Gift Card Redemptions	0	0.0	0	0.0	0	0.0	0	0.0
Note: Net Gift Cards:	0	0.0	0	0.0	0	0.0	0	0.0
Discounts & Coupons	378,580	2.4	50,127	2.1	119,180	2.3	209,273	2.5
Net Operating Sales	16,461,168	100.0	2,363,881	100.0	6,072,298	100.0	8,024,881	100.0
COGS								
COG: Food	4,387,553	31.3	633,770	29.7	1,459,607	31.9	2,294,176	31.4
COG: N/A Beverage	115,694	7.6	24,022	10.5	45,459	9.3	46,213	5.7
Total Food & N/A Bev COGS:	4,603,247	28.0	667,792	27.9	1,606,068	28.7	2,840,388	28.8
COG: Liquor, Beer, Wine	72,324	25.6	12,038	28.0	29,128	22.3	31,159	28.5
COG: Sundry	(984)	(58.1)	(173)	(262.5)	(1,541)	(129.9)	731	165.4
COG: Paper P/L	420,707	2.7	52,127	2.2	127,817	2.5	240,763	3.0
COG: Prior Period	4,650	0.0	1,081	0.0	(1,134)	0.0	4,703	0.1
Total Cost of Sales:	4,989,848	32.4	722,868	30.7	1,669,338	32.7	2,617,744	32.8
Total Gross Profit:	10,461,223	87.8	1,681,018	89.3	3,412,980	87.3	5,407,247	87.4
Payroll								
Salary	762,094	4.9	128,033	5.4	266,890	5.3	367,171	4.6
Hourly	2,922,539	18.9	421,032	17.9	967,420	19.1	1,534,087	19.1
Hourly Bonus	0	0.0	0	0.0	0	0.0	0	0.0
Overtime	49,958	0.3	7,860	0.3	16,575	0.3	25,523	0.3
Shiftleaders	87,584	0.6	16,693	0.7	22,796	0.4	48,095	0.6
OT Shiftleaders	6,491	0.0	3,357	0.1	45	0.0	3,088	0.0
Salary Sick	0	0.0	0	0.0	0	0.0	0	0.0
Salary Vacation	12,290	0.1	3,987	0.2	2,581	0.1	5,723	0.1
Hourly Vacation	31,563	0.2	5,552	0.2	8,865	0.2	17,146	0.2
Taxes & Benefits	590,416	3.8	91,694	3.9	201,493	4.0	297,229	3.7
Total Payroll & Benefits:	4,482,898	28.8	678,208	28.8	1,488,888	28.3	2,288,081	28.8
Unit Controllable Expenses								
Supplies	180,059	1.2	32,504	1.4	60,834	1.2	86,721	1.1
Associate/Manager Discounts	205,258	1.3	24,015	1.0	63,906	1.3	117,337	1.5
Food Comps	44,804	0.3	8,367	0.4	19,039	0.4	17,398	0.2
Misc Expense	3,115	0.0	10	0.0	1,871	0.0	1,234	0.0
Postage	3,359	0.0	511	0.0	1,049	0.0	1,799	0.0

Web PNL Week Side by Side Report

Report Name

Web PNL Week Side by Side Report

The Web PNL Week Side by Side Report provides a customizable and comprehensive analysis of the five week totals of a selected period, displayed side by side for profit and loss comparison. Configuration is done through PNL Manager Software located on the server.

Version

090219

The content of the columns are:

Type

Comparison

- Categories
- Week (1-5) \$/%
- Period \$/%
- Budget \$/%
- Vs. Budget \$ Var/% Var

Organization Options

National
Region
District
Unit

The content of the rows are:

- Configured Categories
- Totals

Date Options

Period

Printing Instructions**Sorting Options**

N/A

Follow these steps to print this report:

Business Process**Dependency**

Daily Commit
PNL Manager Config

1. Log into the NorthStar Portal.
2. Navigate to a Reports Viewer Module.
3. Select the Web PNL Week Side by Side report from the first dropdown.
4. Select an organization.
5. Select a Week Ended date.
6. Click on the [Run Report](#) link.

Web PNL Week Side by Side Report

Week Side-by-Side - For National: USA

	Week 1		Week 2		Week 3		Week 4		Week 5		Period		Budget		vt. Budget			
	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$ Var	% Var		
Gales																		
Gales - Food	318,898	87.4	272,564	87.3	0	0.0	0	0.0	0	0.0	0	0.0	506,987	87.4	0	0.0	506,987	0.0
Gales - N/A Beverage	39,510	10.8	33,589	10.8	0	0.0	0	0.0	0	0.0	0	0.0	62,908	10.8	0	0.0	62,908	0.0
Gales - Catering	456	0.1	883	0.3	0	0.0	0	0.0	0	0.0	0	0.0	456	0.1	0	0.0	456	0.0
Total Food & N/A Bev Sales:	358,866	98.3	307,036	98.3	0	0.0	0	0.0	0	0.0	0	0.0	570,361	98.3	0	0.0	570,361	0.0
Gales - LBW	6,108	1.7	5,158	1.7	0	0.0	0	0.0	0	0.0	0	0.0	9,918	1.7	0	0.0	9,918	0.0
Gales - Other	0	0.0	24	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Total Sales:	384,873	100.0	312,218	100.0	0	0.0	0	0.0	0	0.0	0	0.0	580,270	100.0	0	0.0	580,270	0.0
Note: Gift Card Sales	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Note: Gift Card Redemptions	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Note: Net Gift Cards:	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Discounts & Coupons	11,894	3.3	10,030	3.2	0	0.0	0	0.0	0	0.0	0	0.0	18,799	3.2	0	0.0	18,799	0.0
Net Operating Sales	353,078	100.0	302,188	100.0	0	0.0	0	0.0	0	0.0	0	0.0	561,471	100.0	0	0.0	561,471	0.0
COGS	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$ Var	% Var
COG: Food	89,674	28.1	73,642	27.0	0	0.0	0	0.0	0	0.0	0	0.0	154,900	30.6	0	0.0	154,900	0.0
COG: N/A Beverage	8,376	21.2	6,054	19.0	0	0.0	0	0.0	0	0.0	0	0.0	13,411	21.3	0	0.0	13,411	0.0
Total Food & N/A Bev COG:	98,050	27.3	79,696	28.0	0	0.0	0	0.0	0	0.0	0	0.0	168,311	29.6	0	0.0	168,311	0.0
COG: Liquor, Beer, Wine	1,281	21.0	1,634	31.7	0	0.0	0	0.0	0	0.0	0	0.0	2,904	29.3	0	0.0	2,904	0.0
COG: Sundry	(708)	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	(708)	0.0	0	0.0	(708)	0.0
COG: Paper P/L	5,026	1.4	6,050	2.0	0	0.0	0	0.0	0	0.0	0	0.0	10,209	1.8	0	0.0	10,209	0.0
COG: Prior Period	1,567	0.4	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1,567	0.3	0	0.0	1,567	0.0
Total Cost of Sales:	106,217	29.8	87,378	28.9	0	0.0	0	0.0	0	0.0	0	0.0	182,284	32.6	0	0.0	182,284	0.0
Total Gross Profit:	247,862	70.2	214,810	71.1	0	0.0	0	0.0	0	0.0	0	0.0	378,187	87.6	0	0.0	378,187	0.0
Payroll	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$ Var	% Var
Salary	26,369	7.5	8,533	2.8	2,363	0.0	2,363	0.0	0	0.0	0	0.0	26,369	4.7	0	0.0	26,369	0.0
Hourly	66,018	18.7	56,369	18.7	0	0.0	0	0.0	0	0.0	0	0.0	105,179	18.7	0	0.0	105,179	0.0
Hourly Bonus	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Overtime	280	0.1	339	0.1	0	0.0	0	0.0	0	0.0	0	0.0	360	0.1	0	0.0	360	0.0
Shiftleaders	4,337	1.2	3,466	1.1	0	0.0	0	0.0	0	0.0	0	0.0	6,949	1.2	0	0.0	6,949	0.0
OT Shiftleaders	376	0.1	32	0.0	0	0.0	0	0.0	0	0.0	0	0.0	407	0.1	0	0.0	407	0.0
Salary Sick	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Salary Vacation	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Hourly Vacation	683	0.2	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	683	0.1	0	0.0	683	0.0
Taxes & Benefits	34,467	9.8	3,950	1.3	1,876	0.0	1,876	0.0	0	0.0	0	0.0	34,467	6.1	0	0.0	34,467	0.0
Total Payroll & Benefits:	132,630	37.6	72,878	24.1	4,239	0.0	4,239	0.0	0	0.0	0	0.0	174,416	31.1	0	0.0	174,416	0.0
Unit Controllable Expenses	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$ Var	% Var
Supplies	6,149	1.7	4,857	1.6	199	0.0	199	0.0	0	0.0	0	0.0	9,569	1.7	0	0.0	9,569	0.0

