

# Customer Ordered Shortfall Report

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When you choose *Report > transactions* and then select *Customer ordered short fall report* , the transaction report like the one below will be produced. This report is used only for sales to customers.

Note that for this report to make sense the preference *Allow placeholder lines on customer invoices* must be checked, and the preference *Delete placeholder lines when confirming invoices* must be unchecked.

The screenshot shows the 'Transaction report' configuration window. The 'Type of report' list includes options like 'Cross-tab: items in rows, quarters in columns, quantity in cells' and 'Customer ordered shortfall report' (which is highlighted). The 'Date range' section has 'Confirmed Date' selected and dates set to '2/04/2015'. The 'Transaction type' section has 'Sales to customers' selected. The 'Transaction category filter' is set to 'Description equals'. The 'Name filter' section has 'Name contains' and 'Category 1 is' selected.

From the report window, select the desired parameters and click *OK* . An example report is shown below.

### Customer ordered short fall report National Medical Store

Date range :01/01/2007 to 17/01/2007, Item name contains @ma@Item category includes PHARMACEUTICALS

Transaction Type equals customer, Name code contains @@@, Mode: Both

Item Code	Item Description	Units of Demand	Units of supply	Shortfall	% shortfall
item category : MEDICAL SUPPLIES					
4455	MASK,RESUSCITATION,ADULT	586.02	43.02	543	92.66
4450	MASK,OXYGEN,ADULT,W/O TUBING	2838	1984	854	30.09
Totals for item category: MEDICAL SUPPLIES		3424.02	2027.02	1397	40.8
item category : PHARMACEUTICALS					
502	MAGNESIUM TRISIL CO. TAB PKT.20	5628	3895	1733	30.79
10	ACETAZOLAMIDE TABS 250MG BOT/100	1889	1639	250	13.23
Totals for item category: PHARMACEUTICALS		7517	5534	1983	26.38
Grand total :		10941.02	7561.02	3380	30.89

Previous: [ATC based reports](#) Next: [Purchasing](#)

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