



Analyze Costs with the Cost Analysis Report

Quick Start Guide

Document Details

Document #: 160_QS1000_230310

Release Version: 10.00.00.00

Version Release Date: October 2022

System Requirements

- CES Version 10.00.00 or higher



Be sure to grab the latest version of this document here:

<https://links.crunchtime.com/NCQS-AnalyzeCostsWithCostAnalysisReport>

OR by scanning the QR code to the left.

Related User Group Permissions

Screen Name	Control Name	Description
NC-View Reports	Cost Analysis Report	Enables this report on the Inventory Reports menu.



Analyze Costs with the Cost Analysis Report

How to Use the Cost Analysis Report

Every great coach reviews last week's game to see what went right, and what needs to be fixed. The Cost Analysis report is like a highlight reel for your location, showing you what happened during the week just passed – or any other post period you choose. We recommend that you review it each week as part of your end-of-week process.



Tip: The Cost Analysis report is best used to compare a selected week's performance to your typical weekly performance.

Net-Chef > Reports: Inventory > Cost Analysis

CrunchTime! Net-Chef

October 3 - October 9, 2022

Local Corporate

Today's Tasks

Administration Location	Task Type	Description	Due Date	Actions
302 - Dubai	Vendor Order Receive	Hallsmith Sysco	09/27/2022	
301 - Cardiff	Vendor Order Receive	Hunchuck Foods	09/27/2022	
302 - Dubai	Vendor Order Receive	Ashline Foods	09/27/2022	
302 - Dubai	Vendor Order Receive	Hallsmith Sysco	09/27/2022	
304 - Portland	Location Transfer Receive	From 303 - Naples	09/27/2022	
301 - Cardiff	Location Transfer Receive	From 304 - Portland	09/27/2022	
304 - Portland	Location Transfer In Transit	201 - Tampa Store	09/27/2022	
304 - Portland	Location Transfer In Transit	301 - Cardiff	09/27/2022	
303 - Naples	Location Transfer In Transit	304 - Portland	09/27/2022	
303 - Naples		05/25/2022	09/27/2022	
303 - Naples		Final for Post	09/27/2022	

Displaying 1 - 17 of 17

Reports

- Reports Overview
- Purchasing
- Inventory
- Sales
- Production
- Labor
- Administration

Cost Analysis

Daily Sales Trend

10/03/2022...

- 1 Open the *Reports* menu.
- 2 Select *Inventory*.
- 3 Then select *Cost Analysis*.

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Analyze Costs with the Cost Analysis Report

(Continued)

How to Use the Cost Analysis Report (Continued)

Net-Chef > Reports: Inventory > Cost Analysis

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Cost Analysis Close

4 From: 09/05/2022 To: 09/11/2022 5 Retrieve

P&L Substructure	GL Code	GL Description	Sales	Beginning Inventory	Purchases	Production	Transfers Out	Ending Inventory	Cost of Goods	Cost %
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- 4 Choose the *From Date* & *To Date* for the Post period you want to review.
- 5 Then select *Retrieve*.

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Analyze Costs with the Cost Analysis Report

(Continued)

How to Use the Cost Analysis Report (Continued)

Net-Chef > Reports: Inventory > Cost Analysis

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Cost Analysis [Close] [Retrieve]

From: 09/05/2022 To: 09/11/2022

P&L Substructure	GL Code	GL Description	Sales	Beginning Inventory	Purchases	Production	Transfers Out	Ending Inventory	Cost of Goods	Cost %
Net Sales										
Beverage Sales										
	4010-0001	Beverage Sales	11,305.58							35.47
		Subtotal for Beverage Sales	11,305.58							35.47
Food Promo										
		Subtotal for Food Promo	-63.98							-0.20
Food Sales										
	4010-0002	Food Sales	20,633.95							64.73
		Subtotal for Food Sales	20,633.95							64.73
		Total Net Sales	31,875.55							100.00
		Total Guest Count	2,076.00							
Cost of Goods Sold										
Beverage										
	5000-0001	Beverages		1,300.28	3,129.99	0.00	538.86	3,534.25	351.87	1.10
		Subtotal for Beverage		1,300.28	3,129.99	0.00	538.86	3,534.25	351.87	1.10
COGS-Service...										
		Subtotal for COGS-Service ...		0.00	155.00	0.00	0.00	0.00	155.00	0.49
Cost of Goods										
	5010-0001	Bakery Costs		356.84	592.56	0.00	0.00	929.05	20.35	0.06
	5010-0002	Dairy Costs		17.83	0.00	0.00	0.00	-151.57	169.40	0.53
	5010-0003	Grocery Costs		1,161.54	977.31	0.00	9.89	1,614.75	480.24	1.51
	5010-0004	Meat Costs		144.09	425.94	0.00	0.00	343.97	170.96	0.54
	5010-0005	Produce Costs		120.64	582.03	0.00	35.06	375.27	259.94	0.82
	5010-0006	Retail		76.20	0.00	126.76	0.00	105.61	97.35	0.31
		Subtotal for Cost of Goods		1,877.14	2,577.84	126.76	44.95	3,217.08	1,198.24	3.76
		Total Cost of Goods Sold		3,177.42	5,862.83	126.76	583.81	6,751.33	1,705.11	5.35
		Total Gross Profit							30,170.44	94.65

The report has three main parts:

- (A) At the top, *Net Sales* are broken out into the GL categories your company has chosen.
- (B) In the middle are *Cost of Goods Sold* by GL category, and your Gross Profit.

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Analyze Costs with the Cost Analysis Report

(Continued)

How to Use the Cost Analysis Report (Continued)

Net-Chef > Reports: Inventory > Cost Analysis

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Cost Analysis | From: 09/05/2022 To: 09/11/2022 | Retrieve

P&L Substructure	GL Code	GL Description	Sales	Beginning Inventory	Purchases	Production	Transfers Out	Ending Inventory	Cost of Goods	Cost %
> Net Sales										
		Total Net Sales	31,875.55							100.00
		Total Guest Count	2,076.00							
> Cost of Goods Sold										
		Total Cost of Goods Sold		3,177.42	5,862.83	126.76	583.81	6,751.33	1,705.11	5.35
		Total Gross Profit							30,170.44	94.65
> Operating Expenses										
> Controllable										
	7201-00	Operating Supplies		0.00	275.00	0.00	0.00	0.00	275.00	0.86
		Subtotal for Controllable		0.00	275.00	0.00	0.00	0.00	275.00	0.86
> Supplies										
	6000-0004	Office Supplies		0.00	20.00	0.00	0.00	0.00	20.00	0.06
		Subtotal for Supplies		0.00	20.00	0.00	0.00	0.00	20.00	0.06
> Misc Expenses										
	6000-0006	Fuel Surcharges		0.00	43.50	0.00	0.00	0.00	43.50	0.14
	6000-0007	Linen Costs		0.00	1,000.00	0.00	0.00	0.00	1,000.00	3.14
	7358-00	Repair Equipment		0.00	10,035.00	0.00	0.00	0.00	10,035.00	31.48
		Subtotal for Misc Expenses		0.00	11,078.50	0.00	0.00	0.00	11,078.50	34.76
		Total Operating Expenses		0.00	11,373.50	0.00	0.00	0.00	11,373.50	35.68
		Total Costs		3,177.42	17,236.33	126.76	583.81	6,751.33	13,078.61	41.03
		Total Operating Profit							18,796.94	58.97

- C** At the bottom are any GLs that your company has chosen to include as *Operating Expenses* for your location.
- D** Finally, there's the proverbial bottom line: your *Total Operating Profit*.

E



Tip: You can use the Expand (>) and Collapse (v) controls to show or hide the report sections, so you can focus your attention on whichever section(s) you want.

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Analyze Costs with the Cost Analysis Report

(Continued)

How to Use the Cost Analysis Report (Continued)

Collapsing the GL Categories allows you to view a summary of your revenue and expenses, making it easy to determine if you're more or less profitable than usual.

Net-Chef > Reports: Inventory > Cost Analysis

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Cost Analysis | From: 09/05/2022 To: 09/11/2022 | Retrieve

P&L Substructure	GL Code	GL Description	Sales	Beginning Inventory	Purchases	Production	Transfers Out	Ending Inventory	Cost of Goods	Cost %
> Net Sales										
		A Total Net Sales	31,875.55							100.00
		Total Guest Count	2,076.00							
> Cost of Goods Sold										
		B Total Cost of Goods Sold		3,177.42	5,862.83	126.76	583.81	6,751.33	1,705.11	5.35
		Total Gross Profit							30,170.44	94.65
> Operating Expenses										
		C Total Operating Expenses		0.00	11,373.50	0.00	0.00	0.00	11,373.50	35.68
D		Total Costs		3,177.42	17,236.33	126.76	583.81	6,751.33	13,078.61	41.03
		Total Operating Profit							18,796.94	58.97

Right away you can see the value. At a glance, you can see your:

- A** Total Net Sales
- B** Total Cost of Goods Sold
- C** Total Operating Expenses
- D** Total Operating Profit

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Analyze Costs with the Cost Analysis Report

(Continued)

How to Use the Cost Analysis Report (Continued)

Net-Chef > Reports: Inventory > Cost Analysis

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Cost Analysis | From: 09/05/2022 To: 09/11/2022 | Retrieve

P&L Substructure	GL Code	GL Description	Sales	Beginning Inventory	Purchases	Production	Transfers Out	Ending Inventory	Cost of Goods	Cost %
Net Sales										
A Retail Sales										
	4010-0001	Retail Sales	11,305.58							35.47
		Subtotal for Retail Sales	11,305.58							35.47
B Food Promo										
	7384-00	BOGO Promo	-63.98							-0.20
		Subtotal for Food Promo	-63.98							-0.20
C Food Sales										
	4010-0002	Bakery Sales	8,523.65							26.74
	4010-0003	Grab & Go Sales	1,098.33							3.45
	4010-0005	Sandwich Sales	6,704.27							21.03
	4010-0007	Beverage Sales	4,307.70							13.51
		Subtotal for Food Sales	20,633.95							64.73
		Total Net Sales	31,875.55							100.00
		Total Guest Count	2,076.00							
> Cost of Goods Sold										
		Total Cost of Goods Sold		3,177.42	5,862.83	126.76	583.81	6,751.33	1,705.11	5.35
		Total Gross Profit							30,170.44	94.65
> Operating Expenses										
		Total Operating Expenses		0.00	11,373.50	0.00	0.00	0.00	11,373.50	35.68
		Total Costs		3,177.42	17,236.33	126.76	583.81	6,751.33	13,078.61	41.03
		Total Operating Profit							18,796.94	58.97

Companies may break their Net Sales into a few key categories. In this example, the company tracks their sales in the following categories:

- A** Retail Sales
- B** Food Promo(tions)
- C** Food Sales

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Analyze Costs with the Cost Analysis Report

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How to Use the Cost Analysis Report (Continued)

Net-Chef > Reports: Inventory > Cost Analysis

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From: 10/03/2022 To: 10/09/2022

Cost Analysis

P&L Substructure	GL Code	GL Description	Sales	Beginning Inventory	Purchases	Ending Inventory	Cost of Goods	Cost %	Cost per Guest
Net Sales									
Food Promo									
Subtotal for Food Promo			-89.25					-0.59	
Sales-Bakery									
	4101-00	Bakery Sales NT	797.85					5.29	
	4102-00	Bakery Sales	1,351.85					8.96	
Subtotal for Sales-Bakery			2,149.70					14.26	
Sales-Food and Beverage									
	4050-00	Food & Bev Sales	13,019.00					86.34	
Subtotal for Sales-Food and Beverage			13,019.00					86.34	
Total Net Sales			15,079.45					100.00	
Total Guest Count			601.00						
Cost of Goods Sold									
Total Cost of Goods Sold				9,411.09	9,842.50	14,316.09	4,937.50	32.74	8.2155
Total Gross Profit							10,141.95	67.26	
Operating Expenses									
Total Operating Expenses				2,249.16	492.04	2,589.11	152.09	1.01	0.2531
Total Costs				11,660.25	10,334.54	16,905.20	5,089.59	33.75	8.4685
Total Operating Profit							9,989.86	66.25	

Some companies will break out their Net Sales into even more specific GL categories. For example, food sales are broken down into:

- A** Bakery Sales (Taxable & Non-Taxable)
- B** Food & Beverage Sales
- C** You can also see the *GL Code* and *Description* for each account that's been broken out.



Setup Note: Your company can choose how these percentages are calculated. See the note on page 10 for more details.

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Analyze Costs with the Cost Analysis Report

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How to Use the Cost Analysis Report (Continued)

Net-Chef > Reports: Inventory > Cost Analysis

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Cost Analysis Close

From: 09/05/2022 To: 09/11/2022 Retrieve

P&L Substructure	GL Code	GL Description	Sales	Beginning Inventory	Purchases	Production	Transfers Out	Ending Inventory	Cost of Goods	Cost %
Net Sales										
Retail Sales										
	4010-0001	Retail Sales	11,305.58							35.47
		Subtotal for Retail Sales	11,305.58							35.47
Food Promo										
	7384-00	BOGO Promo	-63.98							-0.20
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	4010-0002	Bakery Sales	8,523.65							26.74
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	4010-0007	Beverage Sales	4,307.70							13.51
		Subtotal for Food Sales	20,633.95							64.73
		Total Net Sales	31,875.55							100.00
		Total Guest Count	2,076.00							
Cost of Goods Sold										
		Total Cost of Goods Sold		3,177.42	5,862.83	126.76	583.81	6,751.33	1,705.11	5.35
Total Gross Profit									30,170.44	94.65
Operating Expenses										
		Total Operating Expenses		0.00	11,373.50	0.00	0.00	0.00	11,373.50	35.68
Total Costs				3,177.42	17,236.33	126.76	583.81	6,751.33	13,078.61	41.03
Total Operating Profit									18,796.94	58.97

The *Cost %* column shows the percentage of sales that each GL category/account represents. For example, if your company tracks Bakery Sales, CrunchTime could tell you that:

- A “Bakery Sales are **26.74%** of **Total Net Sales**,” which includes all Food Sales, Food Promo and Retail Sales.

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Analyze Costs with the Cost Analysis Report

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How to Use the Cost Analysis Report (Continued)

Net-Chef > Reports: Inventory > Cost Analysis

CrunchTime! Net-Chef

From: 09/05/2022 To: 09/11/2022

Cost Analysis

P&L Substructure	GL Code	GL Description	Sales	Beginning Inventory	Purchases	Production	Transfers Out	Ending Inventory	Cost of Goods	Cost %
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	4010-0001	Retail Sales	11,305.58							100.00
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	7384-00	BOGO Promo	-63.98							100.00
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	4010-0002	Bakery Sales	8,523.65							41.31
	4010-0003	Grab & Go Sales	1,098.33							5.33
	4010-0005	Sandwich Sales	6,704.27							32.50
	4010-0007	Beverage Sales	4,307.70							20.86
		Subtotal for Food Sales	20,633.95							100.00
		Total Net Sales	31,875.55							100.00
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Cost of Goods Sold										
		Total Cost of Goods Sold		3,177.42	5,862.83	126.76	583.81	6,751.33	1,705.11	5.35
		Total Gross Profit							30,170.44	94.65
Operating Expenses										
		Total Operating Expenses		0.00	11,373.50	0.00	0.00	0.00	11,373.50	35.68
		Total Costs		3,177.42	17,236.33	126.76	583.81	6,751.33	13,078.61	41.03
		Total Operating Profit							18,796.94	58.97

OR, it could tell you that:

B “Bakery Sales are **41.31%** of (just) **Food Sales.**”



Setup Note: The *Cost %* is calculated as a percentage of either the P&L Substructure OR of Total Net Sales. This is determined by corporate headquarters when defining your budgets.

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Analyze Costs with the Cost Analysis Report

(Continued)

How to Use the Cost Analysis Report (Continued)

Net-Chef > Reports: Inventory > Cost Analysis

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From: 09/05/2022 To: 09/11/2022

Cost Analysis

P&L Substructure	GL Code	GL Description	Sales	Beginning Inventory	Purchases	Production	Transfers Out	Ending Inventory	Cost of Goods	Cost %
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Operating Expenses										
		Total Operating Expenses		0.00	11,373.50	0.00	0.00	0.00	11,373.50	35.68
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		Total Operating Profit							18,796.94	58.97

Let's go back to our previous example. Here, we can see:

- A** Retail Sales, Food Promo and Food Sales accounts are all figured as a percentage of Total Net Sales.

No matter how you calculate the Cost %, it's a useful tool. For example, if you were the GM at this location:

- B** You'd be able to use the Cost % to see at a glance if your Bakery Sales were much lower or higher than they usually are, and you'd know to dig in to find out why.

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Analyze Costs with the Cost Analysis Report

(Continued)

How to Use the Cost Analysis Report (Continued)

Net-Chef > Reports: Inventory > Cost Analysis

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Cost Analysis

From: 09/05/2022 To: 09/11/2022

Retrieve

P&L Substructure	GL Code	GL Description	Sales	Beginning Inventory	Purchases	Production	Transfers Out	Ending Inventory	Cost of Goods	Cost %
> Net Sales										
		Total Net Sales	31,875.55							100.00
		Total Guest Count	2,076.00							
> Cost of Goods Sold										
> COGS Retail										
	5000-0001	Retail		1,300.28	3,129.99	0.00	538.86	3,534.25	351.87	1.10
		Subtotal for COGS Retail		1,300.28	3,129.99	0.00	538.86	3,534.25	351.87	1.10
> COGS Supply										
	5100-0000	Misc Vendor Charges		0.00	155.00	0.00	0.00	0.00	155.00	0.49
		Subtotal for COGS Supply		0.00	155.00	0.00	0.00	0.00	155.00	0.49
> COGS Food										
	5010-0001	Bakery Costs		356.84	592.56	0.00	0.00	929.05	20.35	0.06
	5010-0002	Dairy Costs		17.83	0.00	0.00	0.00	-151.57	169.40	0.53
	5010-0003	Grocery Costs		1,161.54	977.31	0.00	9.89	1,614.75	480.24	1.51
	5010-0004	Meat Costs		144.09	425.94	0.00	0.00	343.97	170.96	0.54
	5010-0005	Produce Costs		120.64	582.03	0.00	35.06	375.27	259.94	0.82
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Total Gross Profit									30,170.44	94.65
> Operating Expenses										
		Total Operating Expenses		0.00	11,373.50	0.00	0.00	0.00	11,373.50	35.68
Total Costs				3,177.42	17,236.33	126.76	583.81	6,751.33	13,078.61	41.03
Total Operating Profit									18,796.94	58.97

The same applies to the *Cost of Goods Sold* section in the middle of the report.

- A** You can easily see your actual *Cost Of Goods* for each GL account, like Bakery, Dairy, Grocery, Meat, Produce, and Beverage. This will summarize how much you spent in each of these categories.
- B** You can also see the *Cost %* (of Sales) they represent.
- C** And you can see the cost of *Purchases* for every GL.



Tip: The Cost of Goods you see in this report are the same as the Actual Costs displayed in the Actual/Theoretical Cost report.

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Analyze Costs with the Cost Analysis Report

(Continued)

How to Use the Cost Analysis Report (Continued)

Net-Chef > Reports: Inventory > Cost Analysis

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Cost Analysis [Close] [Retrieve]

From: 09/05/2022 To: 09/11/2022

P&L Substructure	GL Code	GL Description	Sales	Beginning Inventory	Purchases	Production	Transfers Out	Ending Inventory	Cost of Goods	Cost %
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> Controllable										
	7201-00	Operating Supplies		0.00	275.00	0.00	0.00	0.00	275.00	0.86
		Subtotal for Controllable		0.00	275.00	0.00	0.00	0.00	275.00	0.86
> Supplies										
	6000-0004	Office Supplies		0.00	20.00	0.00	0.00	0.00	20.00	0.06
		Subtotal for Supplies		0.00	20.00	0.00	0.00	0.00	20.00	0.06
> Misc Expenses										
	6000-0006	Fuel Surcharges		0.00	43.50	0.00	0.00	0.00	43.50	0.14
	6000-0007	Linen Costs		0.00	1,000.00	0.00	0.00	0.00	1,000.00	3.14
	7358-00	Repair Equipment		0.00	10,035.00	0.00	0.00	0.00	10,035.00	31.48
		Subtotal for Misc Expenses		0.00	11,078.50	0.00	0.00	0.00	11,078.50	34.76
		Total Operating Expenses		0.00	11,373.50	0.00	0.00	0.00	11,373.50	35.68
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		Total Operating Profit							18,796.94	58.97

Finally, at the bottom of the report:

- A** You can see the GLs of any *Operating Expenses* your company has chosen to include.



Tip: If any of your Purchases costs are too high or too low compared to how your business normally runs, you can look at the *Purchases by GL* report to see the transactions for that GL.

In short, the Cost Analysis report lets you see at a glance your sales performance and your cost performance by GL. It's best used to spot sales and cost irregularities compared to how your business normally operates.

