

Income Statement

Last Modified on 01/18/2023 5:24 pm EST

The Income statement, also called profit and loss statement (P&L) and Statement of Operations, is a company's financial statement that indicates how the revenue (money received from the sale of products and services before expenses are deducted) is transformed into the net income (the result after all revenues and expenses have been accounted for). The purpose of the income statement is to show whether the company made or lost money during the period being reported.

This report has a branch option; if multiple branches are selected, a new report will print for each unique branch.

Once the desired options have been selected on the report options form, click the OK button to display the report in Print Preview mode.

Report Selections

Branch - The default is to display data for All Branches. If the data for only certain Branches is desired, you may highlight the first Branch, then depress the CTRL key and highlight additional Branches within the list.

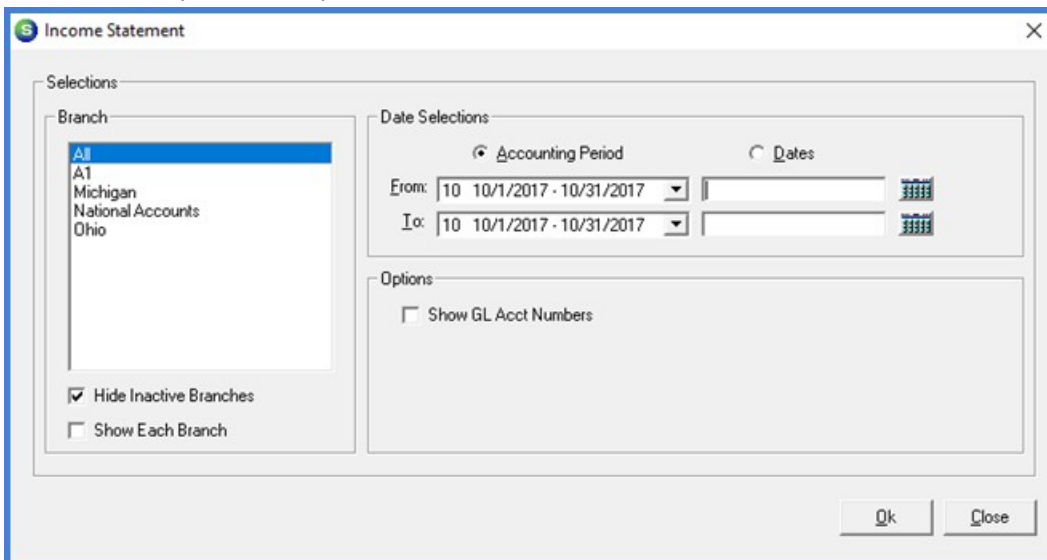
- *Hide Inactive Branches* - If data is not to be listed for inactive Branches, select this option.

- *Show Each Branch* - If this option is selected, a new page will begin with each unique Branch. Totals are printed after all data is printed for a Branch. The last page of the report will print Totals by Branch and a Grand Total for all Branches.

Date Selections - This option will default to the Current Accounting period. If a different Accounting Period or specific Date range is desired, select either the *Accounting Period* option or *Dates* option. Once an option is selected, the User must select an Accounting Period range or Date range.

Options

- *Show GL Acct Numbers* - Select this option to print the G/L Account Number. If this option is not selected, the GL Account Description will be printed.



The screenshot shows a dialog box titled "Income Statement" with a close button (X) in the top right corner. The dialog is divided into three main sections: "Selections", "Date Selections", and "Options".

- Selections:** Contains a list box labeled "Branch" with the following items: "All", "AT", "Michigan", "National Accounts", and "Ohio". The "All" item is currently selected. Below the list box are two checkboxes: "Hide Inactive Branches" (checked) and "Show Each Branch" (unchecked).
- Date Selections:** Contains two radio buttons: "Accounting Period" (selected) and "Dates" (unchecked). Below these are two rows of date selection controls. The first row is labeled "From:" and the second "To:". Both rows have a dropdown menu showing "10 10/1/2017 - 10/31/2017" and a calendar icon to the right.
- Options:** Contains a single checkbox labeled "Show GL Acct Numbers" which is currently unchecked.

At the bottom right of the dialog are two buttons: "Ok" and "Close".