

Purchase Vs Work Report

The Purchase Vs Work Report in AwareManager jxt is designed to be as flexible as possible. This report shows Purchase records vs. their related Work records. It is helpful in identifying the available funds for each Vendor because it shows information sorted by Vendor based upon the search criteria, usually a date range.

Access this report from either the Operations menu on the Purchase List and select Purchase Vs Work Report, or go to the Reports capsule (located on the Administration tab) and navigate to the list of purchase reports to find the Purchase Vs Work Report.

The report will cross reference Purchase Orders with Work Orders that have a **Closed** Status Type and shows the materials from the purchase versus their use in

work orders and includes the balance left over and the variance between the two in dollars and percentage.

Use the checkbox **Include Open Work** to also include Work Orders with Open Status Types. Work Orders must be linked to the Material and Purchase records on the Material tab to be included on this report. Search criteria only applies to Purchase records - all Work Orders linked to Purchases found with the search window will appear.

Purchas	e Vs Work Sea	rch		
⊖ Range:	Vendor	•	to)
⊖ Range:	Date Ordered	•	to 💼	
⊖ Range:	Purchase Status	•	to)
÷				
	Include Open Work			
	Search		Cancel Clear	

Create Work Record					
Create Inventory					
Update Work Materials					
Generate Letters					
Generate Emails					
Approve Purchases					
Purchase Materials Report					
Purchase Vs Work Report					



Example of the Purchase Vs Work Report

Operation Purchase Vs Work Report AwareManager jxt DIG Property Group 50 Congress Street Boston, Massachusetts 02109							
Vendor	ABC To WWWW						
PO Number Work Number	Date Approved Date Closed	Description	Purchase Total Work Cost	Status	Variance	c	
ld It Up Construc 0007	tion Dec 3 10	We need location to have a storage area built in hasement	153.75	RECEIVED			
4215	Dec 3 10	Plywood (priced per square	45.00	CLOSED	108.75	70.73	
4215	Dec 3 10	Lumber - 2x4 (priced per foot) Balance for Purchase 0007:	35.00 73.75	CLOSED	73.75	47.97%	
0014	Jan 22 08	would like storage cabinets built in back room	475.00	LOCKED			
		Balance for Purchase 0014:	475.00				
0097	Dec 3 10	We need location to have a storage area built in basement	12.50	RECEIVED			
		Balance for Purchase 0097:	12.50				
ctrics for You!							
00005	Dec 3 10	Ballasts	1,500.00	RECEIVED	000.00	66.00%	
4215	Dec 3 10	Balance for Purchase 00005:	990.00	CLUSED	990.00	00.007	
0096	Dec 3 10		34.00	RECEIVED			
4215	Dec 3 10	Standard Door Knob	34.00	CLOSED	0.00	0.00	
		Balance for Purchase 0096:	0.00				
	Dec 3 10		66.00	RECEIVED			
4216	Dec 3 10	True Test Off White Paint -	66.00	CLOSED	0.00	0.00	
		Balance for Purchase 0094:	0.00				
0095	Dec 3 10		149.60	RECEIVED			
4216	Dec 3 10	Gallon		CLOSED	30.85	20.62	
		Balance for Purchase 0095:	30.85				
0017	Jan 22 08	Balance for Purchase 0017:		LOCKED			
8							
	Work Number It Up Construc 0007 4215 4215 0014 0097 ctrics for You! 00005 4215 0096 4215 0096 4215 0096 4215 0097	Work Number Date Closed Id It Up Construction 0007 Dec 3 10 4215 Dec 3 10 4215 Dec 3 10 4215 Dec 3 10 0014 Jan 22 08 0097 Dec 3 10 0014 Jan 22 08 0097 Dec 3 10 4215 Dec 3 10 4215 Dec 3 10 4215 Dec 3 10 0096 Dec 3 10 4215 Dec 3 10 0094 Dec 3 10 4216 Dec 3 10 0095 Dec 3 10 4216 Dec 3 10 0095 Dec 3 10 0095 Dec 3 10 0097 Jan 22 08	Work Number Date Closed Description dd It Up Construction 0007 Dec 3 10 We need location to have a storage area built in basement 4215 Dec 3 10 Plywood (priced per square foot) 4215 Dec 3 10 Lumber - 2x4 (priced per foot) Balance for Purchase 0007: 0014 Jan 22 08 would like storage cabinets built in back room Balance for Purchase 0014: 0097 Dec 3 10 We need location to have a storage area built in basement Balance for Purchase 0097: ctrics for You! 00005 Dec 3 10 Ballasts 0096 Dec 3 10 Ballast R-1600 Balance for Purchase 00005:	Work NumberDate ClosedDescriptionWork Costd It Up Construction 0007Dec 3 10We need location to have a storage area built in basement153.754215Dec 3 10Plywood (priced per square foot)45.00 foot)35.00 Balance for Purchase 0007:35.00 73.750014Jan 22 08would like storage cabinets built in back room Balance for Purchase 0014:475.00 built in back room Balance for Purchase 0014:475.00 475.000097Dec 3 10We need location to have a storage area built in basement Balance for Purchase 0097:12.50ctrics for You! 00005Dec 3 10Ballasts Balance for Purchase 0097:12.50ctrics for You! 00096Dec 3 10Ballasts Balance for Purchase 00005:990.000096Dec 3 10Ballasts Balance for Purchase 00005:990.000096Dec 3 10Standard Door Knob Balance for Purchase 0096:34.004216Dec 3 10True Test Off White Paint - Gallon Balance for Purchase 0094:0.000095Dec 3 10True Test Pale Yellow Paint - Gallon Balance for Purchase 0095:30.85Wide Window Washing, Inc. 0017Jan 22 08200.00 Balance for Purchase 0017:200.00	Work NumberDate ClosedDescriptionWork CostStatusd It Up Construction 0007Dec 3 10We need location to have a storage area built in basement153.75RECEIVED4215Dec 3 10Plywood (priced per square fool)45.00CLOSED 35.004215Dec 3 10Lumber - 2x4 (priced per fool) Balance for Purchase 0007:35.00CLOSED0014Jan 22 08would like storage cabinets built in back room Balance for Purchase 0014:475.00LOCKED0097Dec 3 10We need location to have a storage area built in basement Balance for Purchase 0097:12.50RECEIVED0097Dec 3 10Ballasts1,500.00RECEIVED0096Dec 3 10Ballast R-1600 Balance for Purchase 00095:510.00CLOSED0096Dec 3 10Standard Door Knob Balance for Purchase 00096:34.00RECEIVED0096Dec 3 10Standard Door Knob Balance for Purchase 0096:0.0020.000096Dec 3 10 Gallon Balance for Purchase 0096:0.00CLOSED0094Dec 3 10 Gallon Balance for Purchase 0094:0.00CLOSED0095Dec 3 10 Gallon Balance for Purchase 0095:149.60 30.85RECEIVED0097Dec 3 10 Gallon Balance for Purchase 0095:149.60 30.85RECEIVED0097Dec 3 10 Gallon Balance for Purchase 0095:30.85CLOSED0097Dec 3 10 Gallon Balance for Purchase 0095:30.85CLOSED	Work Number Date Closed Description Work Cost Status Variance dt LUp Construction 0007 Dec 3 10 We need location to have a storage area built in basement 153.75 RECEIVED 108.75 4215 Dec 3 10 Plywood (priced per square fool) 45.00 CLOSED 108.75 4215 Dec 3 10 Lumber - 2x4 (priced per fool) 35.00 CLOSED 73.75 0014 Jan 22 08 would like storage cabinets built in back room Balance for Purchase 0007: 475.00 LOCKED 0097 Dec 3 10 We need location to have a storage area built in basement Balance for Purchase 0097: 12.50 RECEIVED 990.00 0097 Dec 3 10 Balases for Purchase 0007: 12.50 CLOSED 990.00 ctrics for Youl 00005 Dec 3 10 Balases for Purchase 00095: 990.00 0.00 60.00 RECEIVED 90.00 4215 Dec 3 10 Balance for Purchase 00096: 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	