# Oracle® Hospitality Simphony First Edition Venue Management (SimVen) Reports

User Guide
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# Preface

This document reviews the use and generation of Simphony First Edition Venue Management (SimVen) reports.

## Audience

This document is intended for all users of the SimVen application.

## Customer Support

To contact Oracle Customer Support, access My Oracle Support at the following URL:

https://support.oracle.com

When contacting Customer Support, please provide the following:

- Product version and program/module name
- Functional and technical description of the problem (include business impact)
- Detailed step-by-step instructions to re-create
- Exact error message received and any associated log files
- Screen shots of each step you take

## Documentation

Oracle Hospitality product documentation is available on the Oracle Help Center at http://docs.oracle.com

## Revision History

| Date | Description of Change |
|---|---|
| December 17, 2015 | • Initial publication. |

# 1 Period Reports and Snapshots

## Inventory Snapshots

You can now create snapshots of the inventory and generate reports to:

- View the stock on hand for menu items in a location
- View menu item usage for different locations and inventory periods
- View the inventory variance

### Benefits

You can:

- Reference historical period reports
- Compare the inventory variances of different snapshots and determine operational inefficiencies, potential theft, and mismanagement
- Cater for any upcoming event without having to stop all activities and count the inventory

You can use snapshots to create the following reports:

**Table 1 - Types of Inventory Reports**

| Report | Description |
|---|---|
| Period Inventory Worksheet | This report is usually generated at the end of every month. You can obtain a physical count of the inventory per location and record the counts on this worksheet. |
| Inventory Snapshot | The inventory snapshot report displays the available inventory items and relevant count details for a selected location.<br>This report is used for showing and printing inventory snapshots. |
| Inventory Usage Detail | This report displays what Inventory were used and should have been used over a certain time period. This report also displays the difference or variance based on selected snapshots. |
| Inventory Variance Listing | This report shows the difference between the perpetual and actual quantities; that is the system count and the manual count. The report also shows the difference in value. Run the Initialize Counts function in the Period Inventory Entry view to clear the Inventory Variance Report. Run this report after entering month-end numbers into the Period Inventory Entry view to see an accurate variance between perpetual value and actual value. |

| Report | Description |
|---|---|
| Inventory Snapshot Audit Viewer | The Snapshot Audit Viewer shows details of the snapshot activities that took place in SimVen. If you select **Constraint results to ID (or type) = SNAPSHOT,** the audit viewer shows information related to snapshot features. |

## Creating and Editing Snapshots

### To create snapshots:

1. Log into SimVen.
2. Click **Warehouse**, click **Period Inventory**, and then click **Inventory Snapshot Screen**.
3. Select the **CREATE New Snapshot** Mode.
4. Select the **Snapshot Inventory Location**. The default selection is All.
5. Select **Active Only** for concession stands that are currently active or **All**.
6. Select the stands from the grid or **Select All Stands** to view snapshots for all available concession stands shown in the grid.
7. Click **Create Snapshot**.
8. If you want to view the snapshot in edit mode, click **Yes** when prompted.
9. If you want to print the snapshot, click **Print Snapshot**.

### To edit existing snapshots:

1. In the Inventory Snapshot Screen dialog box, select **EDIT Existing SNAPSHOT**. To view existing snapshots, click the button adjacent to **Snapshot ID.**
2. A list of all the existing snapshots appear. You can select a snapshot and click **OK**.
3. You can edit the **Snapshot Name** and click **Save Changes**.
4. A list of the selected snapshot for different inventory locations or stands appears in grid view.
5. Select a stand and click **View Items**.
6. Snapshot items for the selected stand appears in grid view. You can modify the **Manual Count**. If you want to print the modified snapshot, click **Print Stand Snapshot**.

### Auto Inventory Snapshot

This feature creates snapshots automatically at regular time intervals set by you.

#### Configuring the Auto Inventory Snapshot Feature

1. Go to **Security/Utilities**, **Sysfile Maintenance**, and select **Actions**.
2. Select the **Enable Auto Snapshot** checkbox.
3. Enter the time interval in days and hours.

## Generating Inventory Reports

1. Click **Warehouse**, **Period Inventory**, and then select the report you want to view.
2. Refer to the following table for the next steps for generating each individual report:

**Table 2 – Generating Inventory Reports**

| Report Name | Instructions |
|---|---|
| Period Inventory Worksheet | 1. Select **Period Inventory Entry for Locations**<br>2. Select a **Location ID** for which the period inventory report needs to be printed<br>3. Select a **Sort Order**<br>4. Select **Preview** or **Printer** as the Output Destination<br>5. Select **Print Inventory Worksheet**<br>Inventory items for the selected location with their count details is displayed. |
| Inventory Usage Detail | 1. Select **Inventory Usage Detail Report**.<br>2. Select **From** and **To** snapshots from the drop-down.<br>The **To** selection must be a snapshot created after the snapshot selected in **From**.<br>3. To exclude items with zero variance from the report, select **Exclude items with Zero Variance**.<br>4. Select the **Inventory Locations** and the **Family Groups** for whose data is displayed on the report.<br>5. Select the **Output Destination,** and click **Print.** |
| Inventory Variance Listing | 1. Select **Inventory Variance Listing**.<br>2. Select the locations that you want to view the variance for.<br>3. You can select the **Include Zero Variance Items** checkbox to see **ALL** items; including items without a variance. The Variance report for each location appears.<br>4. Select the **Consolidated** checkbox to get the variance report for all the menu items irrespective of the location.<br>5. Click **Print**. |

| Report Name | Instructions |
| --- | --- |
| Inventory Snapshot Audit Viewer | 1. Select **Inventory Snapshot Audit Viewer**.<br>2. Select **Constraint results to ID (or type) = SNAPSHOT**. The Snapshot Audit Viewer only shows information related to a snapshot. |

# 2 Report Details

## Period Inventory Worksheet

You can view the inventory items for a specific location along with the count details.

The period inventory worksheet contains the following data:

**Table 3 – Period Inventory Worksheet Data**

| Field Name | Description |
|---|---|
| Item | Name of the item |
| Description | Item Description |
| Pack Size | Number of items per unit |
| Purchase Units | Purchase unit of measurement |
| Sell Units | Selling unit of measurement |
| Counted Stock | Manual count of available stock |

## Inventory Snapshot Report

This report is used for showing and printing inventory snapshots. You can choose to view a single or multiple snapshots.

The inventory snapshot report contains the following data:

**Table 4 – Inventory Snapshot Report Data**

| Field Name | Description |
|---|---|
| Created On | Date of snapshot creation |
| Last Modified On | Date when the snapshot was last edited |
| System Count | The count that should remain in the inventory based on the usage, transfers, etc. according to the system |
| Manual Count | The actual count that remains in the inventory |
| Average Cost | Average cost per item |
| Variance | Difference between the system and the manual count |
| Variance Value | Variance value of the inventory as a result of multiplication of the variance count and the item price |

## Inventory Usage Detail Report

This report shows what Inventory was used and should have been used over a specific period of time.

The inventory usage detail report contains the following data:

**Table 5 – Inventory Usage Detail Report Data**

| Field Name | Description |
|---|---|
| Item Number | Unique Identity number for an item |
| Description | Item Description |
| Unit | Usage unit of measurement |
| Ending Cost | The price at which you purchased the item |
| Begin Count | Count of the items on hand at the beginning of the selected period |
| Received Count | Count of items received throughout the period |
| Transfer Count | Count of items transferred out throughout the period |
| End Count | Stock on hand when the report is run |
| Usage Count | Amount of inventory used or sold during the period |
| Usage Value | The total cost of the inventory used or sold during the period |
| Variance | The difference between the actual inventory count and the balance shown in the report for the period |
| Variance Value | The total cost of the variance for the selected period |

## Inventory Variance Listing Report

This report shows the difference between the perpetual and actual quantities, that is the system count and the manual count.

Inventory Variance Listing Report contains the following data:

**Table 6 – Inventory Variance Listing Report Data**

| Field Name | Description |
|---|---|
| Perpetual Quantity | System count of the inventory |
| Actual Quantity | Actual count of the inventory |
| Perpetual Value | Perpetual value of the inventory as a result of multiplying the perpetual count and the item price |
| Actual Value | Actual value of the inventory as a result of the manual count and the item price |
| Change | Difference between the Perpetual value and the Actual value of the inventory |

## Inventory Snapshot Audit Viewer

The Snapshot Audit Viewer shows details of snapshot activities that take place within SimVen.

The Snapshot Audit Viewer contains the following data:

**Table 7 – Inventory Snapshot Audit Viewer Data**

| Field Name | Description |
|---|---|
| Snapshot ID (or Type) | Type of record. For Inventory Snapshot records, the type is always *SNAPSHOT*. |
| Action Description | Description of the action taken by the user. It can be Activating or Deactivating a view or of a report, or the creation or modification of snapshot records. |
| Object (or File) | Object accessed by the user. It can be a view, a report, or a data file. |
| Additional Information | Information regarding the user and its action, or the Object involved in the user action. |
| Date and Time | Date and time the action took place. |
| Action | Action taken by the user that can be OPEN or CLSD as well as SQL or CRUD |