Revenue Summary Report

The **Revenue Summary** report displays revenue organized by Category 1, 2, and 3.

From the *Reports* menu > *Transactions / Financials*, the Revenue Summary report can be found under the *Recommended* tab.
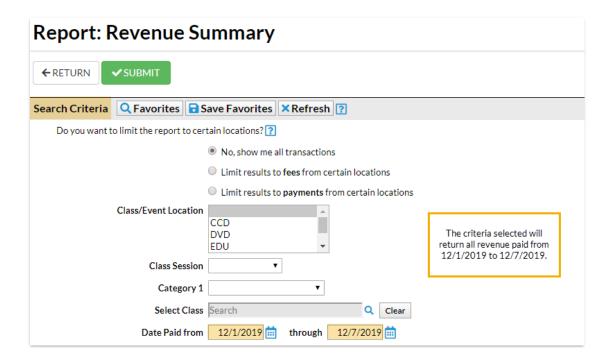
⭐ View and assess revenue by Class/Event Location.

⭐ Compare revenue collected with related enrollments.

⭐ Analyze discounts given over a specified date range.

Search Criteria

Use the Search Criteria to narrow results down to the payments you want to work with.

Leaving a field blank is the same as saying "all".

Display Settings

Before submitting for results, you can adjust the *Display Settings*:

- Add a Subheading

- Show Refunds
- Report format

The Report Results

Revenue Summary

12/1/2019 - 12/7/2019

Cat1	Cat2	Cat3	Class/Event	Enrollment	Discount	Amount
Dance						
			--No Class/Event Name--	0	0.00	150.00
			Class in Concord	1	0.00	100.00
			Class in Davidson	2	0.00	150.00
			Cat3 Subtotal:	3	0.00	400.00
		Cat2 Subtotal:		3	0.00	400.00
	Dance Subtotal:			3	0.00	400.00
			Totals:	3	0.00	400.00
			Revenue*:			400.00

*Due to Partial Payments applied to fees, Revenue for time period selected may not total Original Amount.

When a payment is linked to a fee that has a class selected in transaction details, the class enrollment will populate in the Enrollment column.