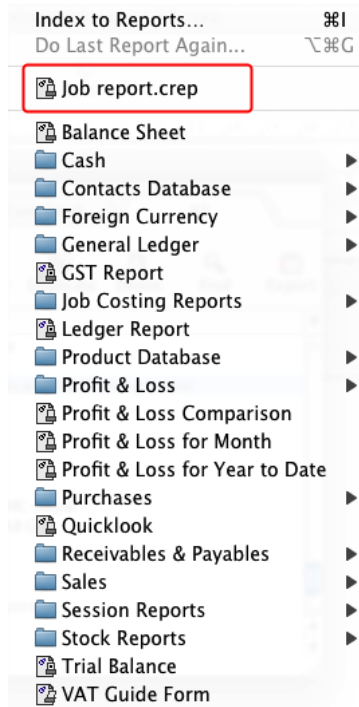# Job report Actual Vs Budget

Can run job report on the basis of jobs selected

Installing report

To install the report see the installation instructions at
http://moneyworks.com.np/files/Moneyworks_report_installation_instructions.pdf

Select the report from the Moneyworks Report menu

Choose **Job report** from the report menu

There are no special options for this report. If you want to run report for specific jobs only then highlight/select the jobs from jobs list window. If no jobs are highlighted, the report will run for all jobs.

To preview the report:

Choose **preview** from the **Output to** popup menu and click the **preview** button.

1. Job No: Shows the job code.
2. Job Name: Job description.
3. Client: Shows the client code.

Report Columns:

4. Resource: Shows the product or resource code.

5. Description: Shows the description as entered in the Job sheet.

6. Source our ref: Shows the debtor invoice no.

7. Total cost: Shows the total cost showing total qty and per qty cost.

8. To be billed to client: Shows the total charges that need to be billed to the client.

9. Already billed to client: Shows already billed amount (qty, cost, charge and profit)

10. Budget: Shows the budgeted amount for each resource.