Boost Your Shop's Success: Daily Sales Tracking Made Easy

One-Time Setup

Step 1: Install the System

Run the command: `python launch_gui.py`

Click "Complete Setup" to automatically generate your sales Excel file.

Step 2: Open Your Sales Sheet

Locate `excel_templates/daily_sales_sheet.xlsx`

Open it in Microsoft Excel and bookmark it for daily access.

Your system is now ready for daily sales tracking!

Just 5 Minutes a Day

01

Morning Prep (1 min)

Open your Excel file and navigate to today's date section. Your sheet is now ready for sales entries.

02

During Each Sale (30 secs)

Add a new row for every transaction, filling in details like date, product, quantity, and payment type. Use dropdowns for consistency!

03

End of Day (3 mins)

Quickly review your entries. Then, run the analysis (via GUI or command line) to generate insightful reports.

Simplify Sales Entry

Date	Today's date	2024-01-15
Product	Item name	"Coffee"
Category	Choose from dropdown	Beverage
Quantity	How many sold	2
Price	Price per item	3.50
Total	*Calculates automatically*	7.00
Payment	Cash or Card	Cash
Customer	Regular, New, VIP	Regular

ⓘ **Tip:** Use the dropdown menus for **Category** and **Payment** to ensure consistent and accurate data!

Key Business Insights

📊 Daily Summary

- **Total Revenue:** Your daily earnings.

- **Transaction Count:** Number of sales made.

- **Average Sale:** Revenue per transaction.

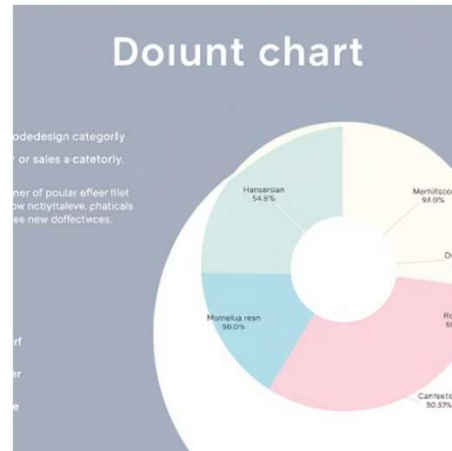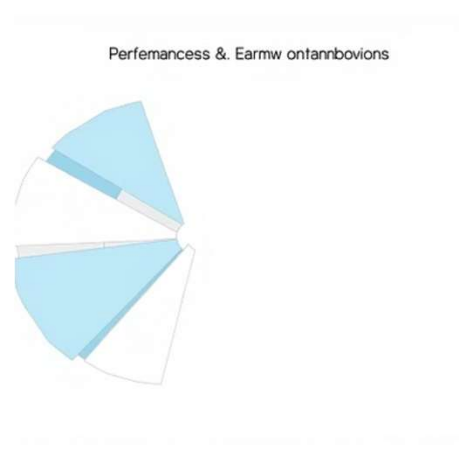- **Best Seller:** Today's top-performing product.

📈 Weekly Insights

- **Top 5 Products:** Discover your highest earners.

- **Busiest Days:** Optimise staffing for peak times.

- **Payment Trends:** Understand customer payment preferences.

- **Growth:** Compare performance week-over-week.

Visualise Your Success

Beyond numbers, the system generates intuitive charts and graphs stored in your `visualizations/` folder. See your business at a glance!

Common Issues & Solutions

1

Excel File Won't Open

Solution: Ensure you've completed the initial setup by running `python launch_gui.py` and clicking "Complete Setup."

2

Formulas Not Working

Check: Verify that your data matches the header columns exactly. Refer to sample data if needed.

3

No Charts Generated

Reason: Charts require sales data. Enter some transactions and then re-run the analysis.

4

Can't Run Analysis

Try: Use `python main.py` as an alternative. Also, run `python check_status.py` to identify any missing components.

Maximise Your Data

Data Entry Tips

- **Be Consistent:** Always use the same product names.
- **Use Dropdowns:** Prevent typos and maintain clean data.
- **Daily Habit:** Enter sales as they happen, not at day's end.
- **Double Check:** A quick review before analysis saves time.

Business Insights

- **Stock More Winners:** Never run out of your top 5 products.
- **Schedule Smart:** Staff more people on your busiest days.
- **Payment Prep:** If cash is popular, ensure you have change.
- **Weekly Reviews:** Plan your week based on Sunday trends.

Time Savers for Efficiency

Streamline your daily routine with these practical tips, ensuring you get the most out of your sales tracking system without losing valuable time.

Morning Setup

Open Excel first thing and leave it running throughout the day for quick access.

Quick Codes

Use short, memorable codes like "ESP" for Espresso to speed up data entry.

End-of-Day Routine

Run the sales analysis while you're closing the shop, making it part of your routine.

Quick Reference & Support

Commands You'll Use

- `python launch_gui.py` (Start application)
- `python check_status.py` (Check files)
- `python main.py` (Alternative analysis)

File Locations

- Sales Sheet: `excel_templates/daily_sales_sheet.xlsx`
- Charts: `visualizations/` folder
- Sample Data: `sample_data/` folder

Remember: Just 5 minutes of daily data entry can provide powerful business insights, leading to increased profits!

Need more help? Check the `documentation/` folder for detailed guides.