Inventory Management Guide

❖ List of Contents

❖ Important Rules

1. Please do not **overwrite formulas**.

   Only type values in columns without "**AUTO**" written above them.

2. Columns with formulas are shaded **gray**.

MANUAL order_tity	MANUAL: Yes/No. If 'Yes', the row will turn red item_discontinued	AUTO stock_quantity	AUTO inventory_value	AUTO stock_low_indication
50	no	53	$530.00	OK
50	no	66	$660.00	OK
50	yes	0	$0.00	LOW
50	no	49	$735.00	OK
50	no	80	$1,200.00	OK

3. **Keep data inside** the table range.

Most formulas depend on the table range, so expanding the table properly is important.

How to Expand the Table Range

1. Click the **table symbol**.

2. Click **Adjust table range** to include new rows or columns.

	total inventory value				
	$2,095.00				
	AUTO	MANUAL	MANUAL	MANUAL	MANUAL
Rename table		item_name	description	stock_location	cost_per
Adjust table range		T-Shirt	White	Storage A	$1
Table header color ►		T-Shirt	Black	Storage A	$1
Table formatting ►		T-Shirt	Red	Storage A	$1
		T-Shirt	Blue	Storage A	$1
Revert to unformatted data		Hoodie	White	Storage B	$2
Delete table		Hoodie	Black	Storage B	$2
		Hoodie	Red	Storage B	$2
Send feedback		Sweater	White	Storage C	$1
LOW	C2	Sweater	Black	Storage C	$1
OK	C3	Sweater	Red	Storage C	$1

NUAL		MANUA	Select a data range				AUTO	
n ⌄	cost_per_item ⌄					tory_value ⌄	reor
	$10.00		Inventory!A7:M17			$80.00	
	$10.00					$60.00	
	$10.00					$190.00	
	$10.00		Cancel	OK		$0.00	
	$20.00					$460.00	
	$20.00	$23.00		9		$180.00	
	$20.00	$23.00		24		$480.00	
	$15.00	$17.50		13		$195.00	
	$15.00	$17.50		8		$120.00	
	$15.00	$17.50		22		$330.00	

OR

 Fill in the last row of the table → a new row will automatically include formulas.
Please fill the data in the column without "**AUTO**" above it.

95		▾
96		▾
97		▾
98		▾
99		▾
100		▾
101		
102		
103		
104		
105		
106		

❖ Features

➢ Currency converter

All you need to do is click the down button on cell G2 in Inventory sheets. All the currency's column format will change according to the currency you selected.

	G	H	I	J
	Currency			
	USD ▾			
	Script cell			
tion	**Stock Location**	**Unit Cost**	**Unit Price**	**Days per Reorder**
		Script column	*Script column*	
tion ⌄	Tᴛ stock_location ⌄	unit_cost_usd ⌄	unit_price_usd ⌄	days_per_reorder ⌄
ulated	Storage A	$10.00	$17.00	Monday
tte finish	Storage A	$10.00	$17.00	Monday
lished	Storage A	$10.00	$17.00	Monday

⚠ The Tails header in all currency's columns syncs with the currency converter in "Inventory!G2"; the default is "_usd".

➢ Stock low indication

Stock low indication present by "**is_stock_low**" column in Inventory sheet.
Condition:

If "**reorder_level**" > "**stock_qty**"
Then "**is_stock_low**" = "**LOW**"
And the rows that "**is_stock_low**" = "**LOW**" will change to **blue**.

➢ Entry form

Used to simplify adding new data to the table's last row.

How to use:

1. Fill all the forms.

2. Press **TAB/ENTER/Click another cell** on the last column.

3. Data will be shown on the last row.

	A	B	C	D	E
1	**Costs**			**Total Cost**	
2				**$14,730.00**	Script cell
3	Entry Form		Press tab or enter or click another cell after filling in the last column of the entry
4	**Purchase Date**	**SKU**	**Purchase QTY**		
5					
6	purchases ⌄			AUTO	AU
7	purchase_date	sku	# purchase_qty	Tᴛ category	Tᴛ subcategory
49	11/1/2024	DW-WB-BLK-1L	30	Drinkware	Water Bottle
50	11/1/2024	BG-BP-NVY-20L	20	Bags & Luggage	Backpack
51	11/1/2024	BG-BP-BRN-35L	20	Bags & Luggage	Backpack
52	12/1/2024	DW-WB-RED-500ML	30	Drinkware	Water Bottle
53	12/1/2024	BG-BP-NVY-20L	20	Bags & Luggage	Backpack
54	12/1/2024	BG-BP-BLK-35L	20	Bags & Luggage	Backpack
55	12/1/2024	BG-BP-BLK-35L	10	Bags & Luggage	Backpack
56	12/1/2024	BG-BP-BLK-35L	10	Bags & Luggage	Backpack
57	12/1/2024	BG-BP-BLK-35L	10	Bags & Luggage	Backpack
58	11/1/2025	DW-WB-RED-500ML	20	Drinkware	Water Bottle
59					

➢ Auto fill cost and price

Automatically fills price values from Inventory[unit_cost] and Inventory[unit_price] into Costs[unit_cost] and Sales[unit_price].

These values are filled using Apps Script to ensure that when you update prices in the Inventory sheet, the previously recorded prices in the Costs and Sales sheets remain unchanged.

How to use:
Just fill in the date, sku, and qty columns. The price values will be copied automatically.

Costs

	A	B	C	D	E
1	**Costs**			**Total Cost**	
2				**$14,730.00**	Script cell
3	**Entry Form**			Press tab or enter or click another cell after filling in the last column of the entry	
4	**Purchase Date**	**SKU**	**Purchase QTY**		
5					
6	purchases ⌄			AUTO	AU
7	purchase_date	sku	# purchase_qty	category	subcategory
49	11/1/2024	DW-WB-BLK-1L	30	Drinkware	Water Bottle
50	11/1/2024	BG-BP-NVY-20L	20	Bags & Luggage	Backpack
51	11/1/2024	BG-BP-BRN-35L	20	Bags & Luggage	Backpack
52	12/1/2024	DW-WB-RED-500ML	30	Drinkware	Water Bottle
53	12/1/2024	BG-BP-NVY-20L	20	Bags & Luggage	Backpack
54	12/1/2024	BG-BP-BLK-35L	20	Bags & Luggage	Backpack
55	12/1/2024	BG-BP-BLK-35L	10	Bags & Luggage	Backpack
56	12/1/2024	BG-BP-BLK-35L	10	Bags & Luggage	Backpack
57	12/1/2024	BG-BP-BLK-35L	10	Bags & Luggage	Backpack
58	11/1/2025	DW-WB-RED-500ML	20	Drinkware	Water Bottle
59					

	category	subcategory	product_name	color	description	unit_cost_usd	total_cost_usd
30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, matte finish	$10.00	$300.0
20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, durable	$15.00	$300.0
20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, multi-pocket design	$15.00	$300.0
30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, insulated	$10.00	$300.0
20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, durable	$15.00	$300.0
20	Bags & Luggage	Backpack	Backpack 35L	Black	Waterproof, multi-pocket design	$15.00	$300.0
10	Bags & Luggage	Backpack	Backpack 35L	Black	Waterproof, multi-pocket design	$15.00	$150.0
10	Bags & Luggage	Backpack	Backpack 35L	Black	Waterproof, multi-pocket design	$15.00	$150.0
10	Bags & Luggage	Backpack	Backpack 35L	Black	Waterproof, multi-pocket design	$13.00	$130.0
20	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, insulated	$10.00	$200.0

	Purchase Date	SKU	Purchase QTY			Start Date m/d/yyyy	End Date m/d/yyyy	
4								
5						2/1/2024	5/1/2024	

	purchases										
6						AUTO		AUTO		AUTO	AUTO
7	purchase_date		sku	#	purchase_qty	Tτ category	Tτ subcategory	product_name	Tτ color	Tτ descri
12	2/1/2024	DW-WB-RED-500ML		30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, ir
13	2/1/2024	DW-WB-BLK-1L		30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, n
14	2/1/2024	BG-BP-NVY-20L		20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, dura
15	2/1/2024	BG-BP-BRN-35L		20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, mult
16	3/1/2024	DW-WB-RED-500ML		30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, ir
17	3/1/2024	DW-WB-BLK-1L		30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, n
18	3/1/2024	BG-BP-NVY-20L		20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, dura
19	3/1/2024	BG-BP-BRN-35L		20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, mult
20	4/1/2024	DW-WB-RED-500ML		30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, ir
21	4/1/2024	DW-WB-BLK-1L		30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, n
22	4/1/2024	BG-BP-NVY-20L		20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, dura
23	4/1/2024	BG-BP-BRN-35L		20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, mult
24	5/1/2024	DW-WB-RED-500ML		30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, ir
25	5/1/2024	DW-WB-BLK-1L		30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, n
26	5/1/2024	BG-BP-NVY-20L		20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, dura
27	5/1/2024	BG-BP-BRN-35L		20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, mult
59									
60									

➢ Date Filter

Filtering data in the table according to date range

How to use:

- For **Costs**, **Sales**, **Expenses** sheets.

  Format: **m/d/yyyy**   Example: **2/1/2024**

- For **Transactions Combined**, **Profit Loss**, and **Dashboard** sheets.

  Format: **mmm yyyy**   Example: **Jan 2024**

- You may leave the cells blank to indicate "infinite". See the example below.

Table 1 (top)

Purchase Date	SKU	Purchase QTY			Start Date m/d/yyyy	End Date m/d/yyyy

				AUTO	AUTO	AUTO	AUTO
purchase_date	sku	# purchase_qty	category	subcategory	product_name	color	descrip
1/1/2024	DW-WB-RED-500ML	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, in
1/1/2024	DW-WB-BLK-1L	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, m
1/1/2024	BG-BP-NVY-20L	20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, dural
1/1/2024	BG-BP-BRN-35L	20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, multi
2/1/2024	DW-WB-RED-500ML	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, in
2/1/2024	DW-WB-BLK-1L	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, m
2/1/2024	BG-BP-NVY-20L	20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, dural
2/1/2024	BG-BP-BRN-35L	20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, multi
3/1/2024	DW-WB-RED-500ML	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, in
3/1/2024	DW-WB-BLK-1L	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, m
3/1/2024	BG-BP-NVY-20L	20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, dural
3/1/2024	BG-BP-BRN-35L	20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, multi
4/1/2024	DW-WB-RED-500ML	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, in
4/1/2024	DW-WB-BLK-1L	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, m
4/1/2024	BG-BP-NVY-20L	20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, dural
4/1/2024	BG-BP-BRN-35L	20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, multi
5/1/2024	DW-WB-RED-500ML	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, in
5/1/2024	DW-WB-BLK-1L	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, m

Table 2 (bottom)

Purchase Date	SKU	Purchase QTY			Start Date m/d/yyyy	End Date m/d/yyyy
					2/1/2024	

				AUTO	AUTO	AUTO	AUTO
purchase_date	sku	# purchase_qty	category	subcategory	product_name	color	d
2/1/2024	DW-WB-RED-500ML	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless st
2/1/2024	DW-WB-BLK-1L	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless st
2/1/2024	BG-BP-NVY-20L	20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight,
2/1/2024	BG-BP-BRN-35L	20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof,
3/1/2024	DW-WB-RED-500ML	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless st
3/1/2024	DW-WB-BLK-1L	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless st
3/1/2024	BG-BP-NVY-20L	20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight,
3/1/2024	BG-BP-BRN-35L	20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof,
4/1/2024	DW-WB-RED-500ML	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless st
4/1/2024	DW-WB-BLK-1L	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless st
4/1/2024	BG-BP-NVY-20L	20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight,
4/1/2024	BG-BP-BRN-35L	20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof,
5/1/2024	DW-WB-RED-500ML	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless st
5/1/2024	DW-WB-BLK-1L	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless st
5/1/2024	BG-BP-NVY-20L	20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight,
5/1/2024	BG-BP-BRN-35L	20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof,
6/1/2024	DW-WB-RED-500ML	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless st
6/1/2024	DW-WB-BLK-1L	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless st

	Purchase Date	SKU	Purchase QTY			Start Date m/d/yyyy	End Date m/d/yyyy
4							
5		▾					5/1/2024

6	purchases ∨ 🖩					AUTO	AUTO	AUTO	AUTO
7	purchase_date ≡	⊙ sku ≡	# purchase_qty ≡	Tᴛ category ≡	Tᴛ subcategory ≡	product_name ≡	Tᴛ color ≡	Tᴛ desc
8	1/1/2024	DW-WB-RED-500ML ▾	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel,
9	1/1/2024	DW-WB-BLK-1L ▾	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel,
10	1/1/2024	BG-BP-NVY-20L ▾	20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, du
11	1/1/2024	BG-BP-BRN-35L ▾	20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, mu
12	2/1/2024	DW-WB-RED-500ML ▾	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel,
13	2/1/2024	DW-WB-BLK-1L ▾	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel,
14	2/1/2024	BG-BP-NVY-20L ▾	20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, du
15	2/1/2024	BG-BP-BRN-35L ▾	20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, mu
16	3/1/2024	DW-WB-RED-500ML ▾	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel,
17	3/1/2024	DW-WB-BLK-1L ▾	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel,
18	3/1/2024	BG-BP-NVY-20L ▾	20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, du
19	3/1/2024	BG-BP-BRN-35L ▾	20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, mu
20	4/1/2024	DW-WB-RED-500ML ▾	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel,
21	4/1/2024	DW-WB-BLK-1L ▾	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel,
22	4/1/2024	BG-BP-NVY-20L ▾	20	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, du
23	4/1/2024	BG-BP-BRN-35L ▾	20	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, mu
24	5/1/2024	DW-WB-RED-500ML ▾	30	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel,
25	5/1/2024	DW-WB-BLK-1L ▾	30	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel,

➢ Discount setting

Set discount with date range.

How to use:

1. Enter **sku**, **discount_rate**, **discount_start_date**, and **discount_end_date**.

Discounts

Entry Form			Press tab or enter or click another
SKU	**Discount Rate**	**Start Date**	**End Date**
▾			

6	discounts ∨ 🖩			
7	⊙ sku ∨	% discount_rate ∨	discount_start_da ∨	discount_end_date ∨
8	DW-WB-RED-500ML ▾	10.00%	2/1/2024	2/20/2024
9	BG-BP-NVY-20L ▾	10.00%	3/1/2025	3/10/2025
10	DW-WB-RED-500ML ▾	10.00%	3/1/2025	3/10/2025
11	DW-WB-BLK-1L ▾	10.00%	3/1/2025	3/10/2025
12	BG-BP-BLK-35L ▾	10.00%	7/1/2025	7/31/2025
13	DW-WB-BLK-1L ▾	10.00%	10/1/2025	10/9/2025
14	DW-WB-RED-500ML ▾	10.00%	9/1/2025	9/10/2025
15	▾			

2. The discount will automatically be applied to the Sales sheet.

sale_date	sku	# sale_qty	category	subcategory	product_name	color	description	unit_price_usd	% discount
6/28/2025	DW-WB-BLK-1L	8	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, matte finish	$17.00	0.00%
6/29/2025	BG-BP-NVY-20L	6	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, durable	$23.00	0.00%
6/29/2025	DW-WB-RED-500ML	7	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, insulated	$17.00	0.00%
7/3/2025	DW-WB-RED-500ML	3	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, insulated	$17.00	0.00%
7/4/2025	DW-WB-BLK-1L	2	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, matte finish	$17.00	0.00%
7/9/2025	BG-BP-NVY-20L	6	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, durable	$23.00	0.00%
7/16/2025	BG-BP-BRN-35L	8	Bags & Luggage	Backpack	Backpack 35L	Brown	Waterproof, multi-pocket design	$23.00	0.00%
7/16/2025	DW-WB-BLK-1L	9	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, matte finish	$17.00	0.00%
7/17/2025	BG-BP-NVY-20L	1	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, durable	$25.00	0.00%
7/29/2025	DW-WB-RED-500ML	1	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, insulated	$17.00	0.00%
7/30/2025	DW-WB-BLK-1L	9	Drinkware	Water Bottle	Water Bottle 1L	Black	Stainless steel, matte finish	$17.00	0.00%
7/30/2025	BG-BP-BLK-35L	10	Bags & Luggage	Backpack	Backpack 35L	Black	Waterproof, multi-pocket design	$23.00	10.00%
7/30/2025	BG-BP-NVY-20L	5	Bags & Luggage	Backpack	Backpack 20L	Navy Blue	Lightweight, durable	$23.00	0.00%
9/5/2025	DW-WB-RED-500ML	4	Drinkware	Water Bottle	Water Bottle 500ml	Red	Stainless steel, insulated	$17.00	10.00%

➢ **Dashboard**

The dashboard showing:

1. Gross Profit, Expenses, and Net Profit Trend
2. Cost and Sale Trend
3. Cost, and Sale by Category
4. Table of Product Ranking by Sales

The Dashboard can be filtered by date with "**MMM YYYY**" format.

Start Date (MMM YYYY)	End Date (MMM YYYY)	Product Category
Feb 2024	Jun 2024	All

Total Cost	Total Revenue	Total Expenses	Total Gross Profit	Total Net Profit
$6,000.00	$6,153.50	$1,750.00	$153.50	-$1,596.50

Gross Profit, Expense, and Net Profit Trend

Cost and Sale by Category

Cost and Sale Trend
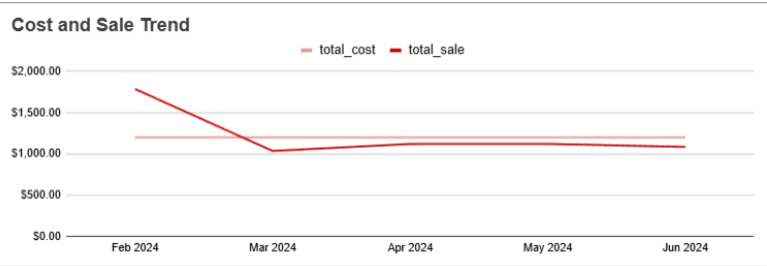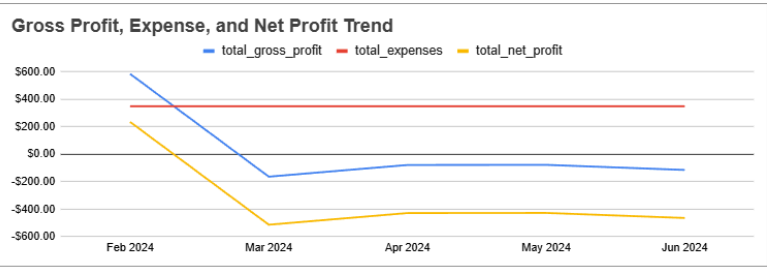
Product Ranking by Sales					
No.	SKU	Purchase Qty	Total Cost	Sale Qty	Total Sales	Total Gross Profit
1	DW-WB-BLK-1L	150	$1,500.00	114	$1,938.00	$438.00
2	DW-WB-RED-500ML	150	$1,500.00	104	$1,708.50	$208.50
3	BG-BP-BRN-35L	100	$1,500.00	55	$1,265.00	-$235.00
4	BG-BP-NVY-20L	100	$1,500.00	54	$1,242.00	-$258.00

❖ Useful Shortcuts

- **CTRL + ;**   - Insert today's date

- **CTRL + ↓**   - Jump to last row of table

- **CTRL + ↑**   - Jump to first row of table

- **CTRL + ←**   - Jump to first column of table

- **CTRL + →**   - Jump to last column of table

❖ List of Formula

➢ Inventory Sheet

- **Purpose:** Store all product data. (Enter your product details here before filling in any other sheet.)

- **Formulas:**
    - `stock_qty N8`:

      ```
      =arrayformula(IF(inventory[sku]="","",IFERROR(SUMIF(purchases[sku], inventory[sku], purchases[purchase_qty])-SUMIF(sales[sku], inventory[sku], sales[sale_qty]),0)))
      ```

    - `inventory_value O8`:

      ```
      =arrayformula(IF(inventory[sku]="","",inventory[unit_cost_usd]*inventory[stock_qty]))
      ```

    - `stock_low_indication P8`:

      ```
      =ARRAYFORMULA(IF((inventory[reorder_level]="") + (inventory[stock_qty]=""),"",IF(inventory[stock_qty] < inventory[reorder_level], "LOW", "OK")))
      ```

    - `Total Inventory Value D2`:

      ```
      =SUBTOTAL(109, inventory[inventory_value])
      ```

➢ Costs Sheet

- **Purpose:** Record purchase (stock in) transactions.

- **Formulas:**
  - category D8:

    ```
    =Arrayformula(IF(purchases[sku]="","",VLOOKUP(purchases[sku],inventory[sku]:inventory[unit_price_usd],2,FALSE)))
    ```

  - subcategory E8:

    ```
    =Arrayformula(IF(purchases[sku]="","",VLOOKUP(purchases[sku],inventory[sku]:inventory[unit_price_usd],3,FALSE)))
    ```

  - product_name F8:

    ```
    =Arrayformula(IF(purchases[sku]="","",VLOOKUP(purchases[sku],inventory[sku]:inventory[unit_price_usd],4,FALSE)))
    ```

  - color G8:

    ```
    =Arrayformula(IF(purchases[sku]="","",VLOOKUP(purchases[sku],inventory[sku]:inventory[unit_price_usd],5,FALSE)))
    ```

  - description H8:

    ```
    =Arrayformula(IF(purchases[sku]="","",VLOOKUP(purchases[sku],inventory[sku]:inventory[unit_price_usd],6,FALSE)))
    ```

  - unit_cost_usd I8: (Apps Script)
    - Automatically fill unit_cost_usd
    - You can update unit_cost_usd in the Inventory sheet anytime.
    - Changes will not affect past records, only future purchases entries.

  - total_cost_usd J8:

    ```
    =ARRAYFORMULA(IF(purchases[sku] = "", "", purchases[purchase_qty] * purchases[unit_cost_usd]))
    ```

  - day K8: (helper column for filtering and sorting)

    ```
    =ARRAYFORMULA(IF(purchases[purchase_date]="", "", purchases[purchase_date]))
    ```

- ○ month L8: (helper column for filtering and sorting)

  ```
  =ARRAYFORMULA(IF(purchases[purchase_date]="", "",
  EOMONTH(purchases[purchase_date],-1)+1))
  ```

- ○ year M8: (helper column for filtering and sorting)

  ```
  =ARRAYFORMULA(IF(purchases[purchase_date]="", "",
  EOMONTH(purchases[purchase_date],-1)+1))
  ```

- ○ Total Cost D2:

  ```
  =SUBTOTAL(109, purchases[total_cost_usd])
  ```

➢ Sales Sheet

- **Purpose:** Record sales transactions.

- **Formulas:**

  - ○ category D8:

    ```
    =Arrayformula(IF(sales[sku]="","",VLOOKUP(sales[sku],inve
    ntory[sku]:inventory[unit_price_usd],2,FALSE)))
    ```

  - ○ subcategory E8:

    ```
    =Arrayformula(IF(sales[sku]="","",VLOOKUP(sales[sku],inve
    ntory[sku]:inventory[unit_price_usd],3,FALSE)))
    ```

  - ○ product_name F8:

    ```
    =Arrayformula(IF(sales[sku]="","",VLOOKUP(sales[sku],inve
    ntory[sku]:inventory[unit_price_usd],4,FALSE)))
    ```

  - ○ color G8:

    ```
    =Arrayformula(IF(sales[sku]="","",VLOOKUP(sales[sku],inve
    ntory[sku]:inventory[unit_price_usd],5,FALSE)))
    ```

  - ○ description H8:

    ```
    =Arrayformula(IF(sales[sku]="","",VLOOKUP(sales[sku],inve
    ntory[sku]:inventory[unit_price_usd],6,FALSE)))
    ```

  - ○ unit_price_usd I8: (Apps Script)
    - ■ Automatically fill unit_price_usd

- You can update unit_price_usd in the Inventory sheet anytime.
- Changes will not affect past records, only future purchases entries.

- discount J8:

```
=MAP(sales[sku], sales[sale_date],LAMBDA(code,
sdate,IF(code="","",IFERROR(MAX(FILTER(discounts[discount
_rate],discounts[sku]=code,sdate>=discounts[discount_star
t_date],sdate<=discounts[discount_end_date])),0))))
```

- total_sale_usd K8:

```
=Arrayformula(IF(sales[sku]="","",(sales[sale_qty]*sales[
unit_price_usd])*(1-sales[discount])))
```

- day L8: (helper column for filtering and sorting)

```
=ARRAYFORMULA(IF(sales[date]="", "", sales[date]))
```

- month M8: (helper column for filtering and sorting)

```
=ARRAYFORMULA(IF(sales[date]="", "",
EOMONTH(sales[date],-1)+1))
```

- year N8: (helper column for filtering and sorting)

```
=ARRAYFORMULA(IF(sales[date]="", "",
EOMONTH(sales[date],-1)+1))
```

- Total Sales D2 :

```
=SUBTOTAL(109, purchases[total_sale_usd])
```

➢ Discounts Sheet

- **Purpose:** Manage discount periods per product.

- **Formulas :** None (all manual entry).

  Tips : you double click on start_date and end_date cells to pop up calendar.

➢ Expenses Sheet

- **Purpose:** Record your shop's expenses.

- **Formulas:**
  - day E8: (helper column for filtering and sorting)

    ```
    =ARRAYFORMULA(IF(expenses[date]="", "", expenses[date]))
    ```

  - month F8: (helper column for filtering and sorting)

    ```
    =ARRAYFORMULA(IF(expenses[date]="", "",
    EOMONTH(expenses[date],-1)+1))
    ```

  - year G8: (helper column for filtering and sorting)

    ```
    =ARRAYFORMULA(IF(expenses[date]="", "",
    EOMONTH(expenses[date],-1)+1))
    ```

  - Total Expenses D2:

    ```
    =SUBTOTAL(109,expenses[expense_amount_usd])
    ```

➢ Transactions Combined Sheet

- **Purpose:** Merge Purchases/Costs + Sales into one table and filtered by month and year.

- **Formulas:**

  - Month to total_sale_usd A8:

    ```
    =QUERY(VSTACK(QUERY(purchases,"SELECT
    Col12,Col13,Col2,Col4,Col5,Col6,Col7,Col8,Col3,Col10,(Col
    3*0),(Col10*0)",0),QUERY(sales,"SELECT
    Col13,Col14,Col2,Col4,Col5,Col6,Col7,Col8,
    (Col3*0),(Col11*0),Col3,Col11",0)), "SELECT
    Col1,Col2,Col3,Col4,Col5,Col6,Col7,Col8,
    SUM(Col9),SUM(Col10),SUM(Col11),SUM(Col12) WHERE Col1 IS
    NOT NULL GROUP BY Col1,Col2,Col3,Col4,Col5,Col6,Col7,Col8
    LABEL Col1 '',Col2 '',Col3 '',Col4 '',Col5 '',Col6
    '',Col7 '',Col8 '',SUM(Col9) '',SUM(Col10) '',SUM(Col11)
    '',SUM(Col12) ''",0)
    ```

  - gross_profit_usd M8:

```
=arrayformula(IF(tc[sku]="","",tc[total_sale_usd]-tc[total_cost_usd]))
```

- ○ Total Cost E2:

```
=SUBTOTAL(109, tc[total_cost_usd])
```

- ○ Total Sales F2:

```
=SUBTOTAL(109, tc[total_sale_usd])
```

- ○ Total Gross Profit G2:

```
=F2-E2
```

➢ Profit Loss Sheet

- **Purpose:** Filter and calculate cogs, revenue, expenses, gross profit, and net profit by month and year.

- **Formulas:**

  - ○ Month to `total_expenses_usd` A8:

```
=QUERY(VSTACK(QUERY(purchases,"SELECT
Col12,Col13,Col10,(Col10*0),0", 0),QUERY(sales, "SELECT
Col13,Col14,0,Col11,(Col11*0)",0),QUERY(expenses, "SELECT
Col6,Col7,0,(Col4*0),Col4",0)),"SELECT Col1, Col2,
SUM(Col3), SUM(Col4), SUM(Col5) WHERE Col1 IS NOT NULL
GROUP BY Col2,Col1 LABEL SUM(Col3) '',SUM(Col4)
'',SUM(Col5) ''",0)
```

  - ○ `total_gross_profit_usd` F8:

```
=ARRAYFORMULA(IF((LEN(pl[total_revenues_usd]) *
LEN(pl[total_costs_usd])) = 0,"",pl[total_revenues_usd] -
pl[total_costs_usd]))
```

  - ○ `total_net_profit_usd` G8:

```
=ARRAYFORMULA(IF((LEN(pl[total_gross_profit_usd]) *
LEN(pl[total_expenses_usd])) =
0,"",pl[total_gross_profit_usd] -
pl[total_expenses_usd]))
```

  - ○ Total Cost C2:
```

```
=SUBTOTAL(109,pl[total_costs_usd])
```

- ○ Total Revenue D2:

```
=SUBTOTAL(109,pl[total_revenues_usd])
```

- ○ Total Expenses E2:

```
=SUBTOTAL(109,pl[total_expenses_usd])
```

- ○ Total Gross Profit F2:

```
=SUBTOTAL(109,pl[total_gross_profit_usd])
```

- ○ Total Net Profit G2:

```
=SUBTOTAL(109,pl[total_net_profit_usd])
```

➢ Vendor Sheet

- **Purpose:** List of suppliers (vendor).

- **Formula:** None (all manual entry).

➢ Dashboard Sheet

- **Purpose:** Showing sales performance with visual.

- **Formula:**

  - ○ Total Cost C2:

  ```
  =SUM(helper!V2:V)
  ```

  - ○ Total Revenue D2:

  ```
  =SUM(helper!W2:W)
  ```

  - ○ Total Expenses E2:

  ```
  =SUM(helper!X2:X)
  ```

  - ○ Total Gross Profit F2:

  ```
  =SUM(helper!Y2:Y)
  ```

  - ○ Total Net Profit G2:

  ```
  =SUM(helper!Z2:Z)
  ```

○ No. H26:

```
=ARRAYFORMULA(IF(LEN(I26:I),SEQUENCE(COUNTA(I26:I)),))
```

○ SKU I26:

```
=QUERY(QUERY(helper!F2:S, "SELECT Col3, Col9, Col10,
Col11, Col12, Col13", 0),"SELECT Col1, SUM(Col2),
SUM(Col3), SUM(Col4), SUM(Col5), SUM(Col6) WHERE Col1 IS
NOT NULL GROUP BY Col1 ORDER BY SUM(Col5) DESC LABEL
SUM(Col2) '', SUM(Col3) '', SUM(Col4) '', SUM(Col5) '',
SUM(Col6) ''",0)
```

➢ Helper Sheet

- **Purpose:** Helper sheet for creating dashboard.

- **Formula:**

  ○ List of sku A2:

  ```
  =UNIQUE(inventory[sku])
  ```

  ○ List of category B2:

  ```
  =UNIQUE(inventory[category])
  ```

  ○ List of subcategory C2:

  ```
  =UNIQUE(inventory[subcategory])
  ```

  ○ List of product_name D2:

  ```
  =UNIQUE(inventory[product_name])
  ```

  ○ List of color E2:

  ```
  =UNIQUE(inventory[color])
  ```

  ○ Filtered of Transactions Combined from month to gross
  profit F2:

  ```
  =FILTER(tc,(IF(AND(Dashboard!B3<>"",
  Dashboard!C3<>""),(tc[month] >= Dashboard!B3) *
  (tc[month] <= Dashboard!C3),IF(AND(Dashboard!B3<>"",
  Dashboard!C3=""),(tc[month] >=
  Dashboard!B3),IF(AND(Dashboard!B3="",
  ```

```
Dashboard!C3<>""),(tc[month] <=
Dashboard!C3),(ROW(tc[month])>=0))))) * ((Dashboard!D3 =
"All") + REGEXMATCH(TO_TEXT(tc[category]),"(?i)" &
TEXTJOIN("|", TRUE, TRIM(SPLIT(Dashboard!D3, ","))))))
```

- Formats month from column F as "MMM YYYY" S2:

```
=ARRAYFORMULA(F2:F)
```

- Filtered of Profit Loss from month to net profit T2:

```
=FILTER(pl,IF(AND(Dashboard!B3<>"",
Dashboard!C3<>""),(pl[month] >= Dashboard!B3) *
(pl[month] <= Dashboard!C3),IF(AND(Dashboard!B3<>"",
Dashboard!C3=""),(pl[month] >=
Dashboard!B3),IF(AND(Dashboard!B3="",
Dashboard!C3<>""),(pl[month] <=
Dashboard!C3),(ROW(pl[month])>=0)))))
```

- Formats month from column T as "MMM YYYY" AA2:

```
=ARRAYFORMULA(T2:T)
```