

Class/Event Revenue Summary Report

Last Modified on 04/27/2020 9:50 am EDT

The **Class/Event Revenue Summary** report displays all revenue based on filters (Search Criteria) you select that is associated with a Class/Event such as Tuition Fees, Costume Fees, Competition Fees, Taxes, etc.

You can find this report in the *Reports* menu. Go to **Reports > Transactions/Financials, Class/Event Revenue Summary** under the *Recommended* tab.

- ★ View average revenue per student.
- ★ Analyze revenue by family location and/or class or event location.
- ★ Format the report to show one line per Category 1 (Cat1) per class/event, or as a summary with one line per class/event.



If you use this report frequently, make it a **Favorite Report** for quick and easy access!

Business Scenario

When creating the class schedule for your next session, you want to see which classes were most profitable per student. The classes with a lower average revenue per student can be offered on a different day and time or with a different instructor. Sort the report by the *Avg Rev Per Student* column to see classes in order of profitability from lowest to highest.

Run the Class/Event Revenue Summary report using these filters:

- *Class/Event Location* = **EDU**
- *Class Session* = **Spring 2019**

- *Date Paid from 4/1/2019 through 4/30/2019*

Search Criteria

Use the Search Criteria to narrow the report results:

- If you have multiple locations in your database, you have the option to look at revenue based on the location on the family's record and/or the location where the class or event is held using the *Class/Event Location* criteria.
- Look at class/event revenue for a specific *Class Session*, selected *Category 1*, or use *Select Class* to review revenue for a particular class.
- Review payments received on a single date or for a range of dates. The date criteria are required fields.

The screenshot shows a 'Search Criteria' form with the following fields and values:

- Search Criteria** (header)
- Buttons: **Favorites**, **Save Favorites**, **Refresh**, **?**
- Text: "This report displays all revenue associated with a Class/Event such as Tuition Fees, Costume Fees, Competition Fees etc. Fixed Fee revenue is listed on the last row as No Class/Event because there is no class associated on Tuition Fees."
- Class/Event Location**: Dropdown menu with options CCD, DVD, EDU (selected), SUP.
- Class Session**: Dropdown menu with option Spring 2019.
- Category 1**: Empty dropdown menu.
- Select Class**: Search input field with a 'Clear' button.
- Date Paid from**: 4/1/2019 (with calendar icon) through 4/30/2019 (with calendar icon).

A yellow-bordered callout box on the right side of the form contains the text: "This criteria will pull revenue paid in April 2019 for families in the EDU location taking Spring 2019 session classes."

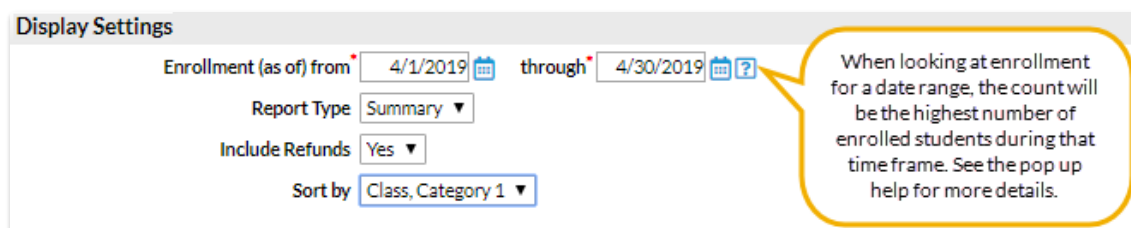


Leaving a criteria selection blank is the same as saying "all".

Display Settings

Use the Display Settings to format your report:

- Calculate the enrollment as of a specific date or over a range of dates where the count is the highest number of students that were enrolled during that time. The enrollment criteria are required fields.
- Choose whether you want to see a separate line for revenue by Category 1 for each class/event (*Detail*) or you prefer to see only one line for all revenue in the class/event (*Summary*).
- You can opt to include any refunds issued for payments related to class/event fees or omit them.
- Sort the report either by Class, then Category 1 or by Category 1, then by Class.



The screenshot shows the 'Display Settings' form with the following fields:

- Enrollment (as of) from: 4/1/2019
- through: 4/30/2019
- Report Type: Summary
- Include Refunds: Yes
- Sort by: Class, Category 1

A callout box on the right side of the form contains the text: "When looking at enrollment for a date range, the count will be the highest number of enrolled students during that time frame. See the pop up help for more details."

Report Results

The report results can be further customized with the ability to show or hide columns of information, sort columns, or modify column width.

Note: Depending on the width of the report, reduce the size/scale of the report so all the columns print.

- The **Avg Rev Per Student** is calculated as the revenue for the date range chosen divided by the enrollment for the selected time frame.
- Use the **Class/Event** link to quickly navigate to the class or event record.

Class/Event Revenue Summary

← RETURN

ALL RECORDS >

Showing 6 of 6 Records [HELP WITH THIS GRID](#)

Print Export to Excel

All Category 1, Category 2, etc. classes in your database will display in separate columns in this report. This allows you to filter revenue by class levels.

Drag a column header and drop it here to group by that column

LOCATION	CLASS/EVENT	CATEGORY 1	CATEGORY 2	SESSION	DAYS	ENROLLMENT 4/1/2019 - 4/...	AVG REVENUE PER STUDENT	REVENUE 4/...
EDU	Ballet I Mon 5pm	Dance	Beginner	Spring 2019	M	3	71.92	215.75
EDU	Ballet I Tues 6pm	Dance	Beginner	Spring 2019	Tu	5	36.00	180.00
EDU	Hip Hop II Thurs 7pm	Dance	Intermediate	Spring 2019	Th	1	760.00	760.00
EDU	Jazz III Wed 7pm	Dance	Advanced	Spring 2019	W	0	0.00	416.50
EDU	Tap I Mon 6pm	Dance	Beginner	Spring 2019	M	1	139.50	139.50
EDU	Tap II Tues 7pm	Dance	Intermediate	Spring 2019	Tu	4	35.00	140.00
Total:						14	173.74	1,851.75

1 50 items per page