Chemical Report v2

□□ Purpose

The **Chemical Report v2** allows you to view chemical stock information based on the selected **Operator, Outlet, Method, Date, and Item**.

You can use the report to check either:

- **Consume** – how much chemical stock was consumed during a selected period.
- **Balance** – the stock balance on a specific date.

□□ How to Access

Step 1 — Open Laundro Portal

Log in to the **Laundro Portal** using your Username and Password.https://v2.thelaundro.com/operator_login

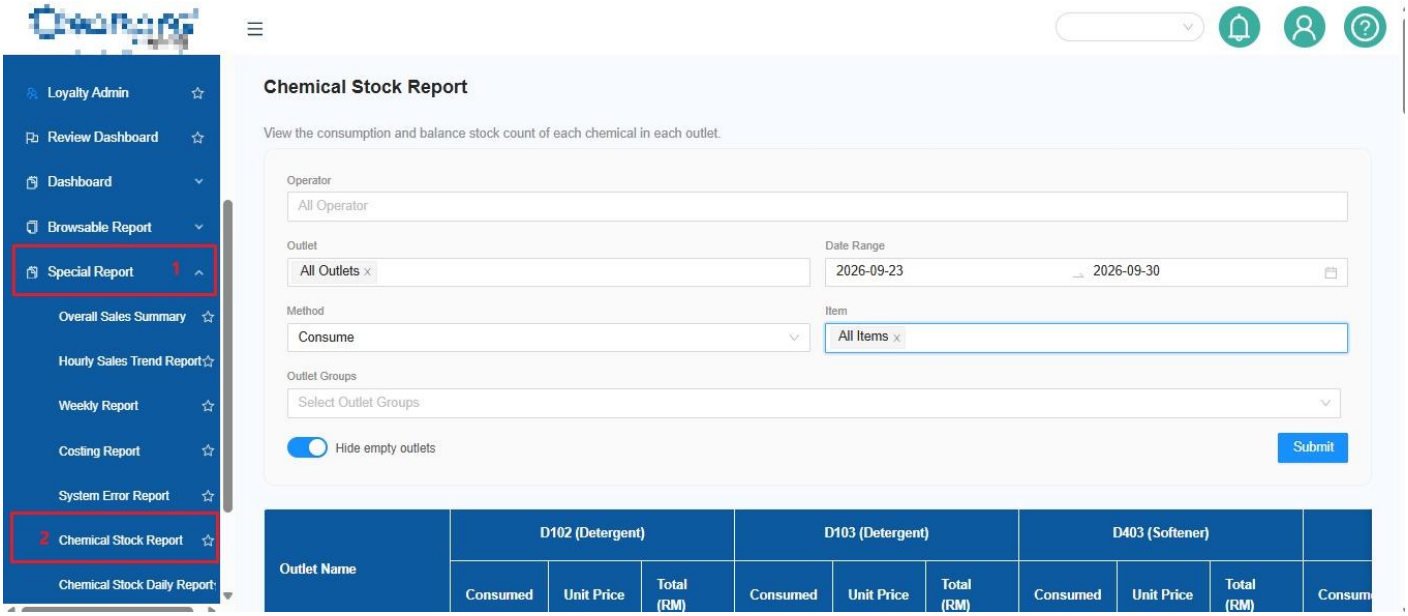
Step 2 — Open Report

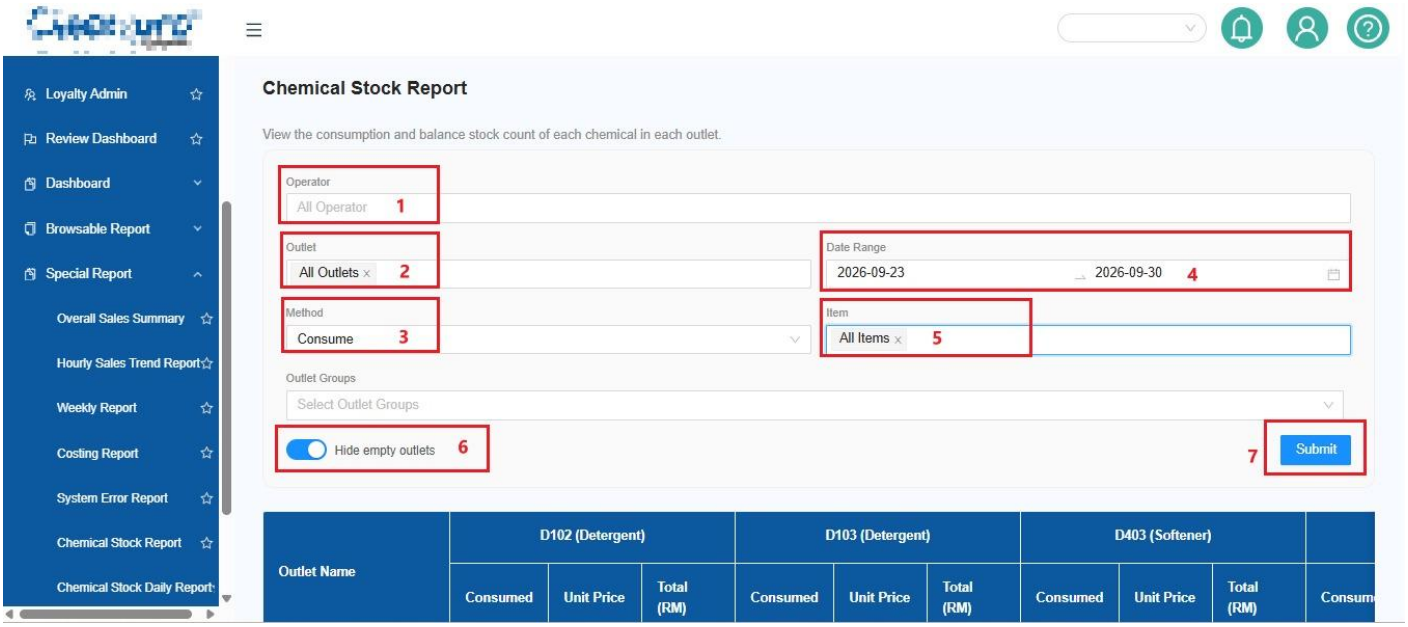
From the sidebar menu, click **Special Report**.

Step 3 — Select Chemical Report v2

Select **Chemical Report v2** from the Report menu.

You will be directed to the **Chemical Stock Report** page.





1 Select Operator

Select the **Operator** you want to include in the report.

To include all operators, select:

All Operator

2️⃣ Select Outlet

Select the **Outlet** you want to view.

To include all outlets, select:

All Outlet

3️⃣ Select Method

The **Method** determines what type of chemical information you want to view.

There are two options:

🔄 Consume

Select **Consume** when you want to check how much chemical stock was consumed during a specific period.

Date selection:
🔄 **Date Range**

Example:
1 September 2026 → 30 September 2026

🔄 Balance

Select **Balance** when you want to check the chemical stock balance on a specific date.

Date selection:
🔄 **Single Date**

Example:
30 September 2026

> 🧠 Easy Way to Remember

Want to know how much was USED?
→ Choose **Consume**

Want to know how much is LEFT?
→ Choose **Balance**

4️⃣ Select Date

The date selection depends on the **Method** you selected.

Method	Date Selection	Purpose
Consume	Date Range	View chemical consumption during a period
Balance	Single Date	View stock balance on a specific date

5️⃣ Select Item

Select the chemical item you want to include in the report.

To view all items, select:

All Item

You can select a specific item when you only want to check one chemical.

6️⃣ Hide Empty Outlet

Turn on **Hide Empty Outlet** if you do not want to display outlets with no chemical stock data.

This helps make the report **cleaner and easier to read**.

Example

OFF
→ All outlets are displayed.

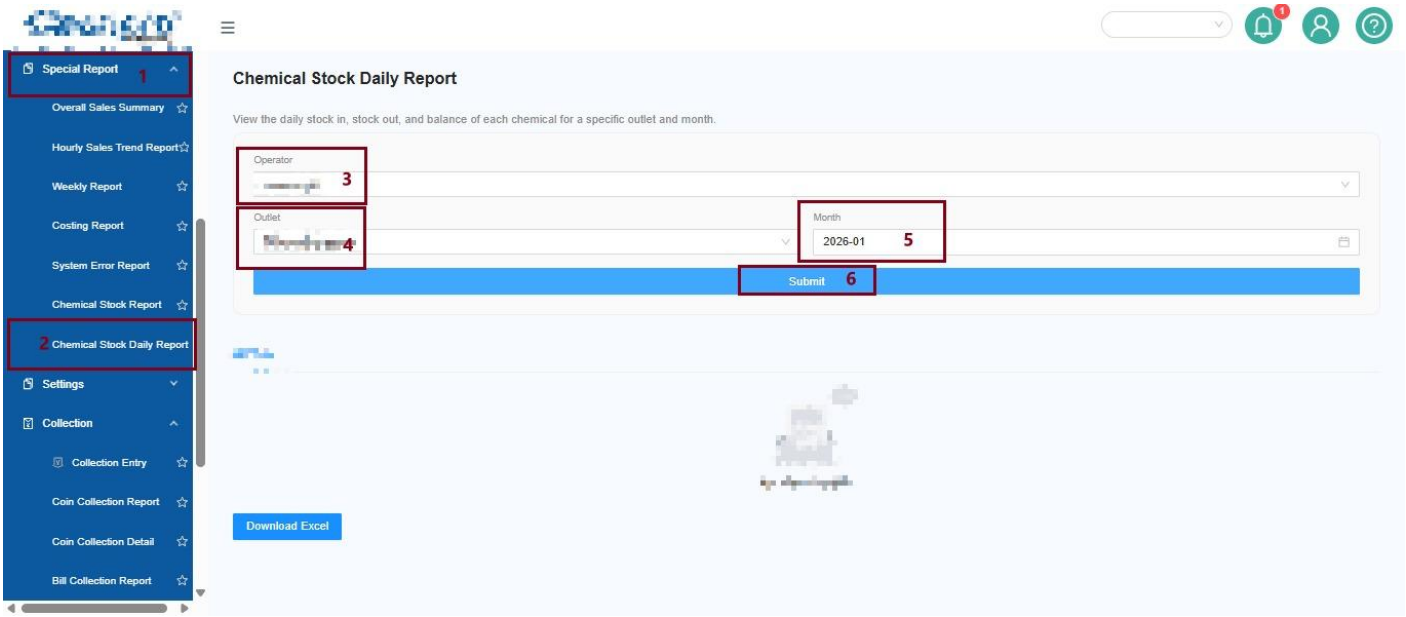
ON
→ Outlets without chemical stock data are hidden.

7️⃣ Generate the Report

After selecting all the required filters, click:

Submit

The system will generate the Chemical Stock Report based on your selected filters.



🔍 Understanding the Report

The report provides chemical stock information based on your selected method.

Consume Report

The report shows the amount of chemical stock **consumed during the selected date range**.

The report also provides **Total Consumed** information.

Balance Report

The report shows the **stock balance for the selected date**.

The report also provides totals based on the selected chemical type.

> ◫◫ Example 1 — Check Chemical Consumption

You want to know how much detergent was consumed during September.

Select:

Filter	Selection
Operator	All Operator
Outlet	All Outlet
Method	Consume
Date	1–30 September 2026
Item	Detergent

Then click **Submit**.

The system will display the detergent consumption during the selected date range.

> ◫◫ Example 2 — Check Current Stock Balance

You want to check the chemical stock balance as of 30 September.

Select:

Filter	Selection
Operator	All Operator
Outlet	All Outlet
Method	Balance
Date	30 September 2026

Item	All Item

Then click **Submit**.

The system will display the chemical stock balance for the selected date.

Revision #8
Created 2026-09-07 08:44:51 UTC by Alif
Updated 2026-09-30 00:57:16 UTC by Sulaiza