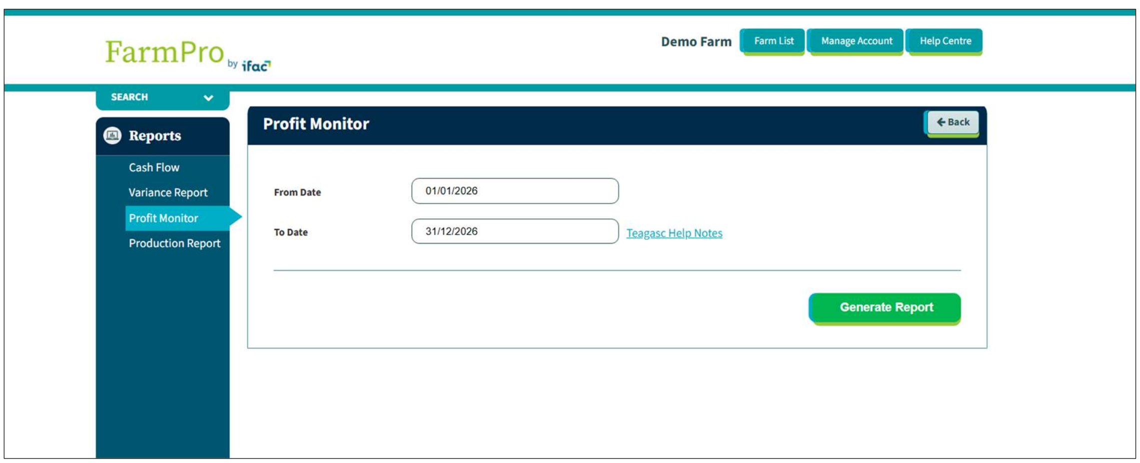
FarmPro Reports: User Guide

Once you've logged into your farm, you can generate four key financial reports to track your farm's performance. This guide explains how to run each report.

Accessing Reports

From your farm dashboard:

1. Select **Reports** from the menu
2. You'll see four report options:
    - Cash Flow
    - Variance Report
    - Profit Monitor
    - Production Report



The following guides go through each individual report – showing you how to generate and understand the information.

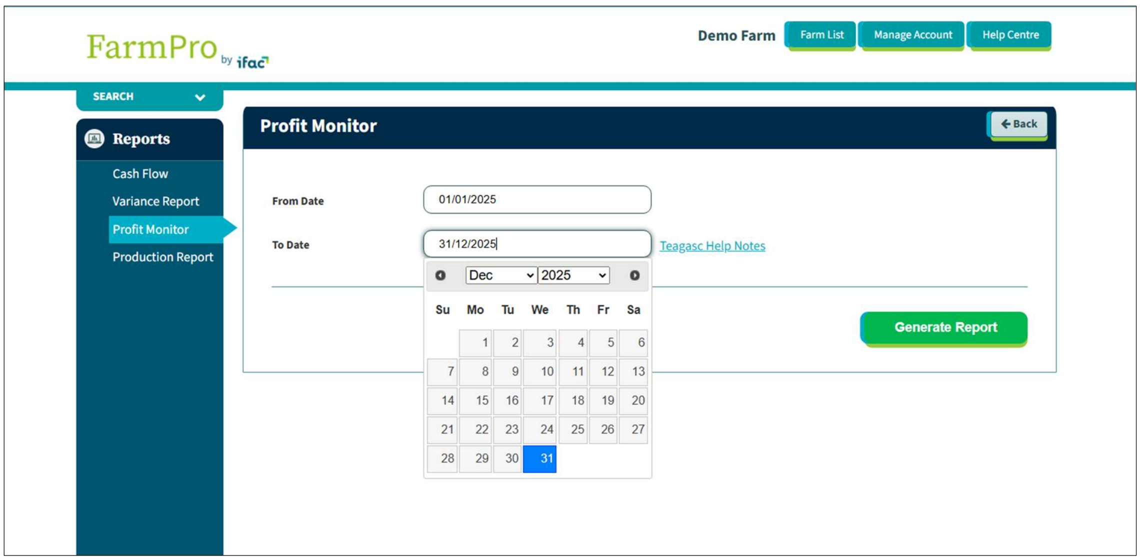
1. Profit Monitor Report
2. Cashflow Report
3. Production Report
4. Variance Report

1. Profit Monitor Report

The Profit Monitor shows your farm's total income, costs and profit for a specific period.

How to Generate:

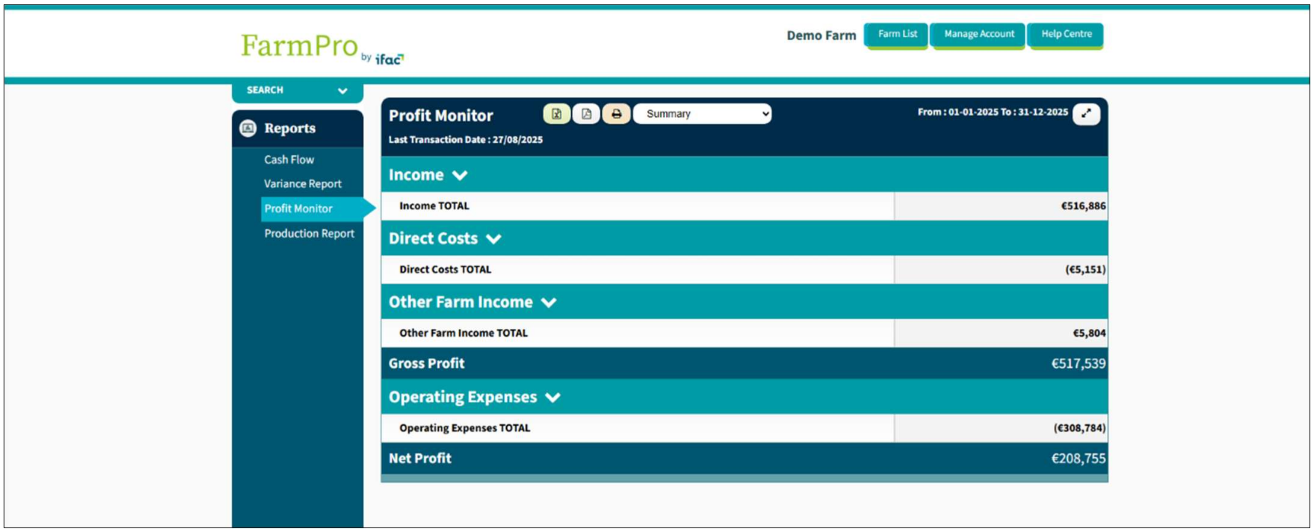
1. Click **Profit Monitor** from the Reports menu
2. Enter your date range:
    - **From Date**: Click the field and select your start date (e.g., 01/01/2025)
    - **To Date**: Click the field and select your end date (e.g., 31/12/2025)
    - A calendar will appear to help you choose dates
3. Click the green **Generate Report** button
4. Click "Teagasc Help Notes" links for additional guidance



Understanding Your Report:

The report is organised into sections you can expand or collapse:

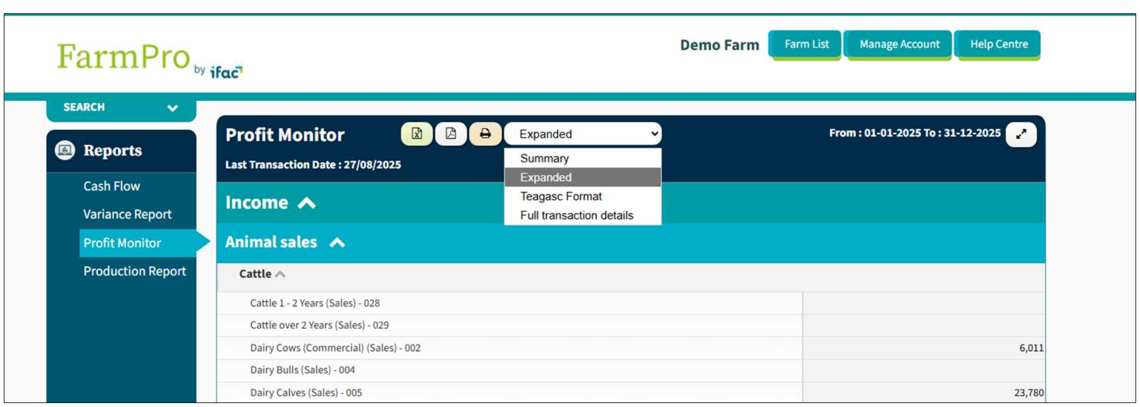
- **Income** - Total trading income including animal sales, milk sales, crop sales.
- **Direct Costs** – Typically the purchase of animals.
- **Other Farm Income** – Includes all direct payments (e.g., BISS, ANC, ACRES) and non-trading farm income such as insurance claims, refunds, and land rental.
    - This does not include capital grants like TAMS.
- **Gross Profit** - Calculated as Income minus Direct Costs plus Other Farm Income.
    - It indicates how much money the farm turned over in a given period.
- **Operating Expenses** - All direct day-to-day farm running costs e.g., feed, fertiliser etc.
- **Net Profit** -Calculated as Gross Profit minus Operating Expenses.
    - This figure shows how much the farm made after covering all its main day-to-day running costs
    - This is **excluding capital expenditure**, drawings, directors' payments (if in a Limited Company), and loan repayments.



Report Views:

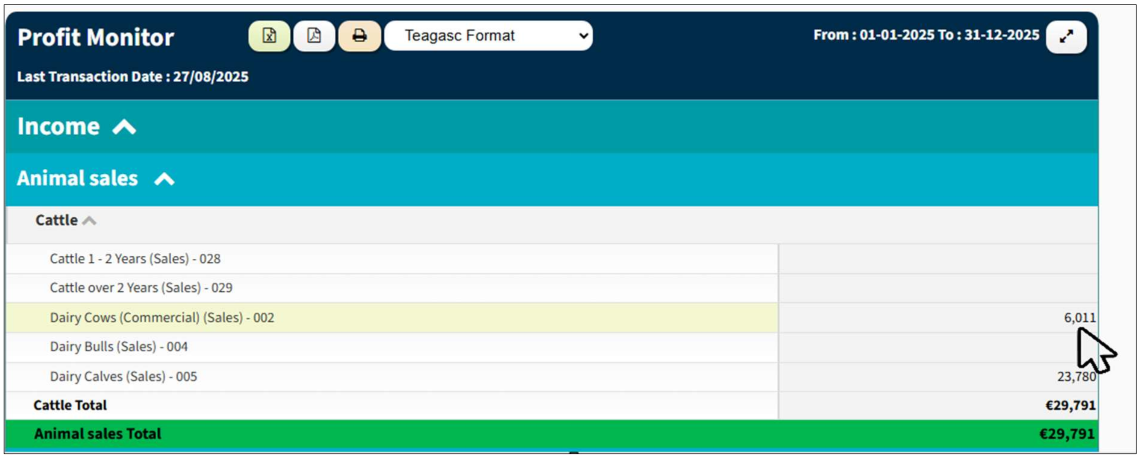
Use the dropdown menu at the top to switch between:

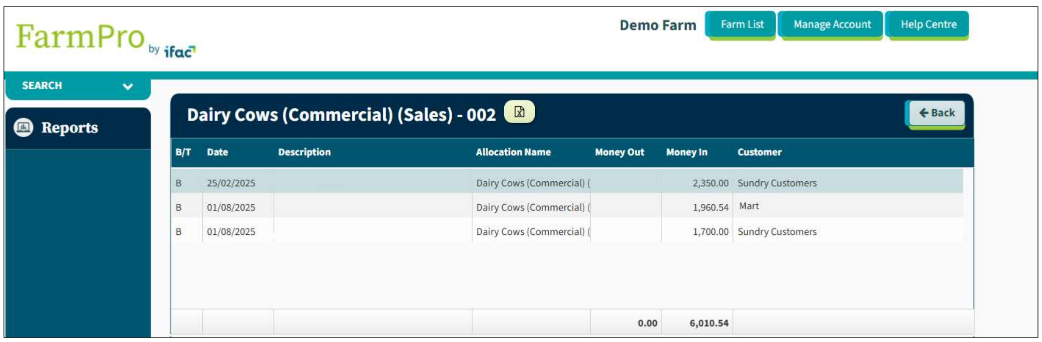
- **Summary** - Overview totals only e.g., "Total Income" or "Total operating expenses"
- **Expanded** – Totals per item code/category
- **Teagasc Format** - Displays totals per item code. At the end of this report, it also includes transaction details found under the following headings:
    - Animal sales, Animal Purchases, Milk transactions, Purchased concentrate, Purchased forage, fertiliser, Lime, Veterinary, Contracting, contract rearing, seeds & spray.
- **Full transaction details** - Complete transaction list per item code.
- Click the arrows (▲ ▼) next to category headings to expand or collapse details



Further detail:

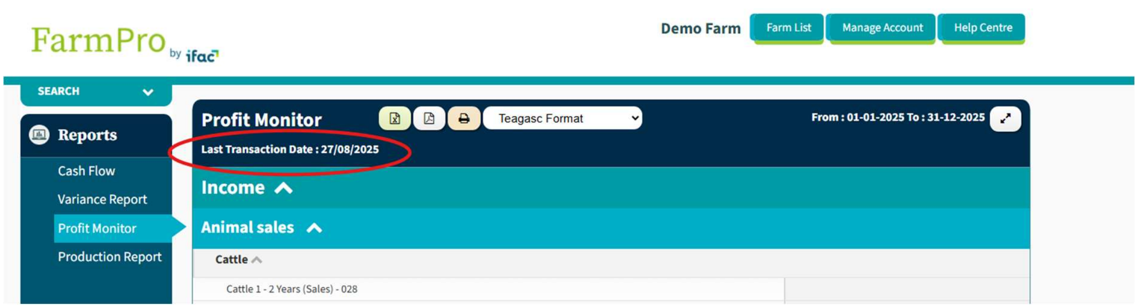
- Click on any figure on the right-hand side to see the transaction details.





Last transaction date:

Shows how up to date our FarmPro information is, based on your bookkeeper file. This is important to note, especially when completing a Teagasc profit monitor.



Export Options:

Use the icons at the top to:

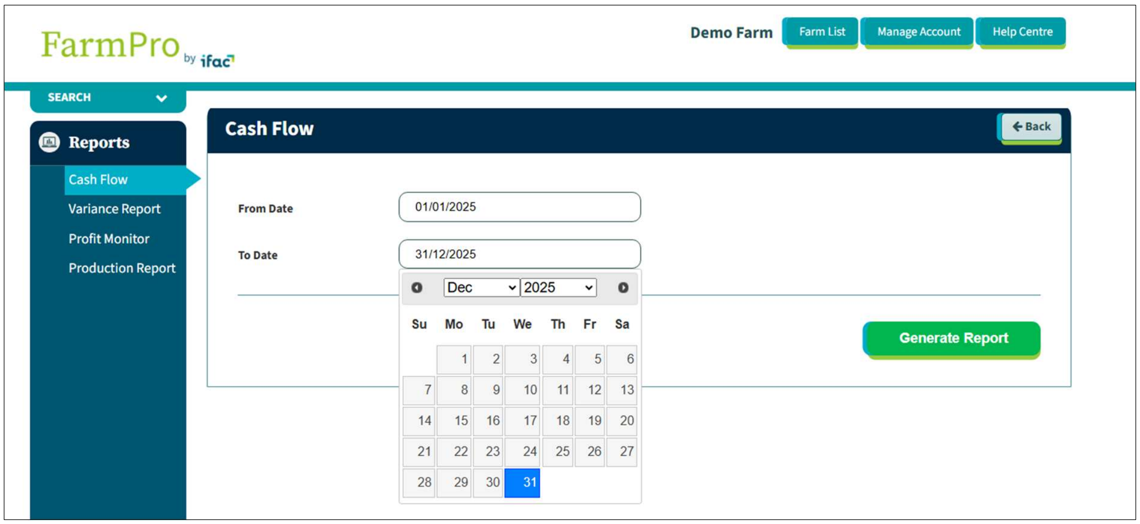
- Export to Excel
- Export to PDF
- Print the report

2. Cash Flow Report

The Cash Flow Report shows your income and expenses broken down by month.

How to Generate:

1. Click **Cash Flow** from the Reports menu
2. Select your date range (same process as Profit Monitor)
3. Click **Generate Report**



Understanding Your Report:

The report displays data in columns by month (Jan, Feb, Mar, etc.) with:

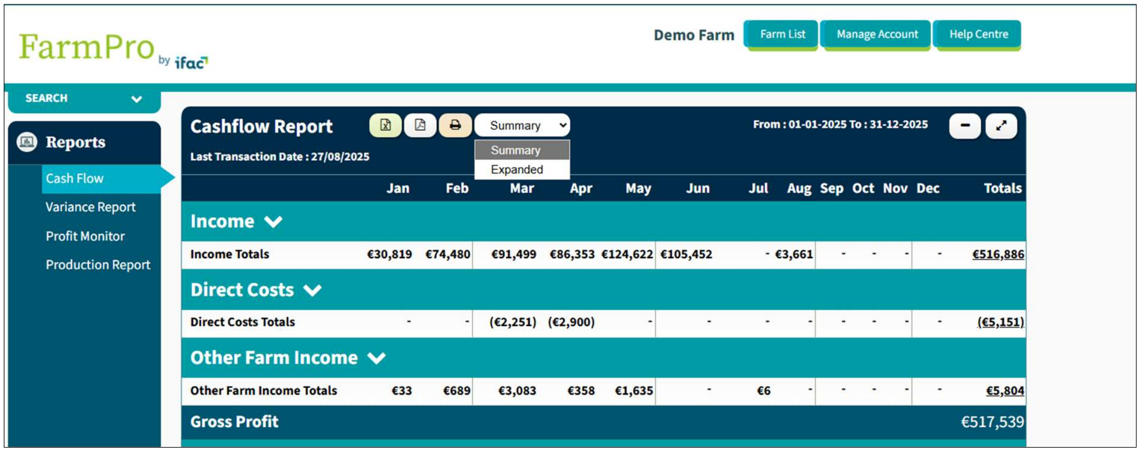
- Monthly totals showing cash flow trends
- A **Totals** column on the right showing annual figures

Report Views:

Use the dropdown menu at the top to switch between:

- **Summary** - Overview totals only e.g., “Total Income” or “Total operating expenses”
- **Expanded** –Income & expenditure categories can be broken down by category & item code.

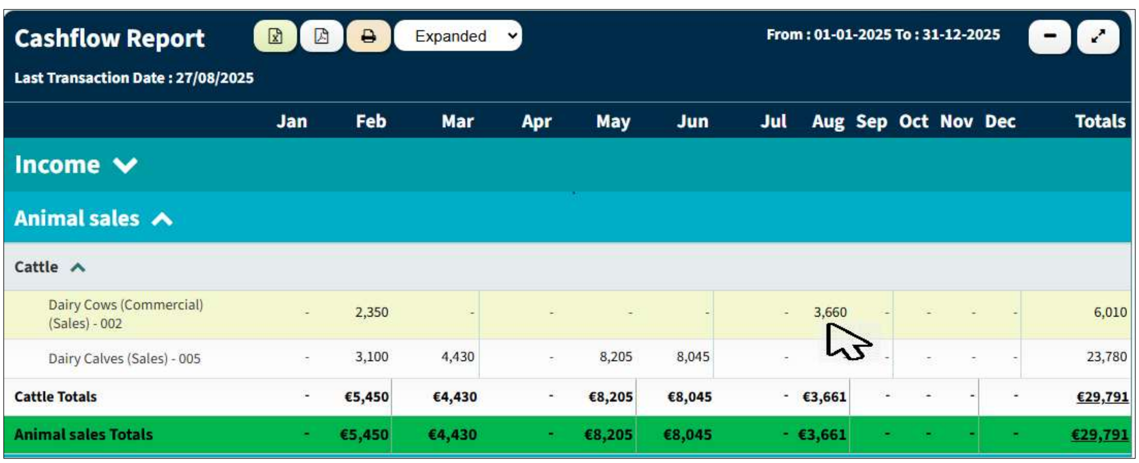
- Click the arrows (▲ ▼) next to category headings to expand or collapse details



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Income													
Income Totals	€30,819	€74,480	€91,499	€86,353	€124,622	€105,452	-	€3,661	-	-	-	-	€516,886
Direct Costs													
Direct Costs Totals	-	-	(€2,251)	(€2,900)	-	-	-	-	-	-	-	-	(€5,151)
Other Farm Income													
Other Farm Income Totals	€33	€689	€3,083	€358	€1,635	-	€6	-	-	-	-	-	€5,804
Gross Profit													€517,539

Further detail:

- Click on any item code or total figure to see the transactions detail.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Income													
Animal sales													
Cattle													
Dairy Cows (Commercial) (Sales) - 002	-	2,350	-	-	-	-	-	3,660	-	-	-	-	6,010
Dairy Calves (Sales) - 005	-	3,100	4,430	-	8,205	8,045	-		-	-	-	-	23,780
Cattle Totals	-	€5,450	€4,430	-	€8,205	€8,045	-	€3,661	-	-	-	-	€29,791
Animal sales Totals	-	€5,450	€4,430	-	€8,205	€8,045	-	€3,661	-	-	-	-	€29,791

B/T	Date	Description	Allocation Name	Money Out	Money In	Customer
B	01/08/2025		Dairy Cows (Commercial) (		1,960.54	Mart
B	01/08/2025		Dairy Cows (Commercial) (		1,700.00	Sundry Customers
				0.00	3,660.54	

Last transaction date: How up to date our FarmPro information is, based on your bookkeeper file.

Export Options:

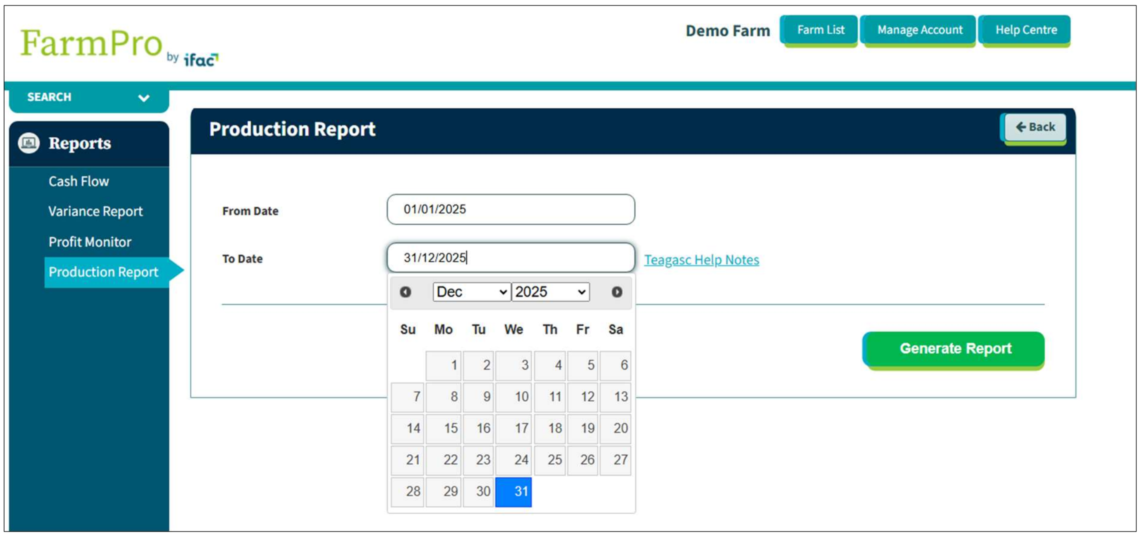
Use the icons at the top to:

- Export to Excel
- Export to PDF
- Print the report

3. Production Report

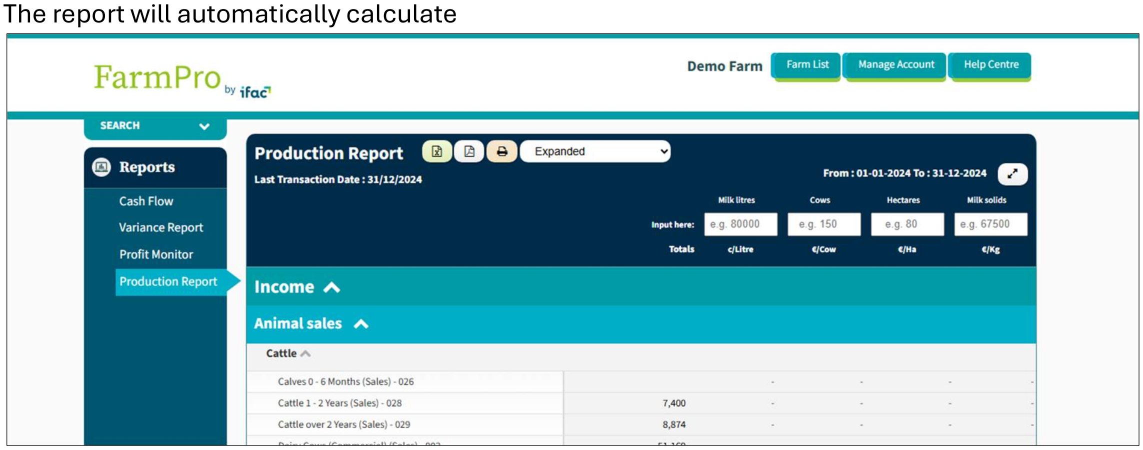
The Production Report calculates your efficiency metrics based on your farm's production data.

This report helps you compare your performance to industry benchmarks.



How to Generate:

1. Click **Production Report** from the Reports menu
2. Select your date range
    - **From Date**: Click the field and select your start date (e.g., 01/01/2025)
    - **To Date**: Click the field and select your end date (e.g., 31/12/2025)
    - A calendar will appear to help you choose dates
3. Click the green **Generate Report** button
4. **Input your production data** at the top:
    - **Milk litres** (e.g., 1750000)
    - **Cows** (e.g., 320)
    - **Hectares** (e.g., 130)
    - **Milk solids** (e.g., 150000)
5. Click the green **Save values** button
6. The report will automatically calculate

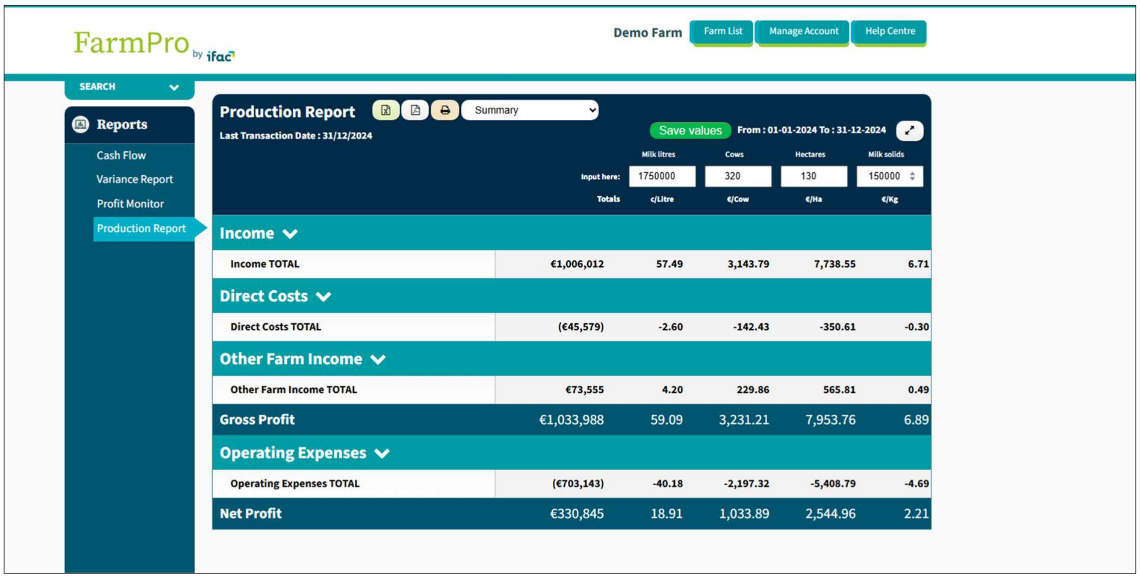


Understanding Your Report:

The report shows your financial performance across different metrics:

Column Headers:

- **Totals** - Total euro amounts
- **€/Litre** - Cost or income per litre of milk
- **€/Cow** - Cost or income per cow
- **€/Ha** - Cost or income per hectare
- **€/Kg** - Cost or income per kilogram of milk solids



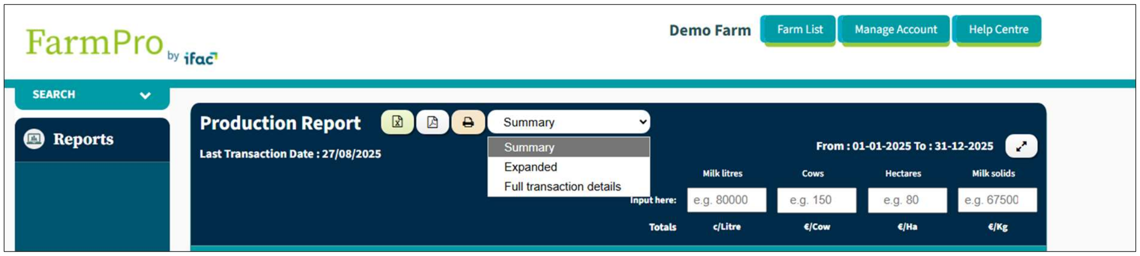
Key Sections:

- **Income Total** - Shows efficiency of income generation
- **Direct Costs Total** - Production costs across metrics
- **Other Farm Income Total** – Additional farm income sources
- **Gross Profit** - Your gross turnover per unit
- **Operating Expenses Total** - Running costs per unit
- **Net Profit** – Net profit across all metrics

Report Views:

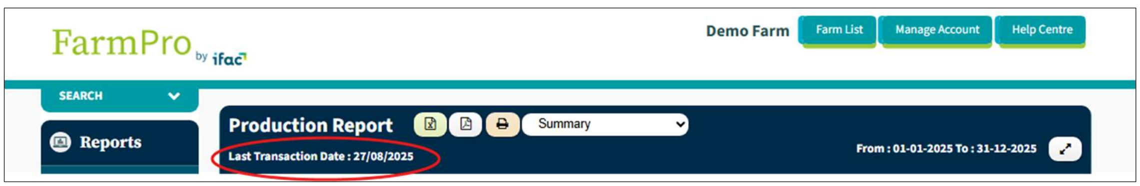
- **Summary** - Shows totals only
- **Expanded** - Details totals per item code/category
- **Full transaction details** – shows all transactions

- Click on any “Total” figure on the page to see the transaction detail



Last transaction date:

- How up to date our FarmPro information is, based on your bookkeeper file.



Export Options:

Use the icons at the top to:

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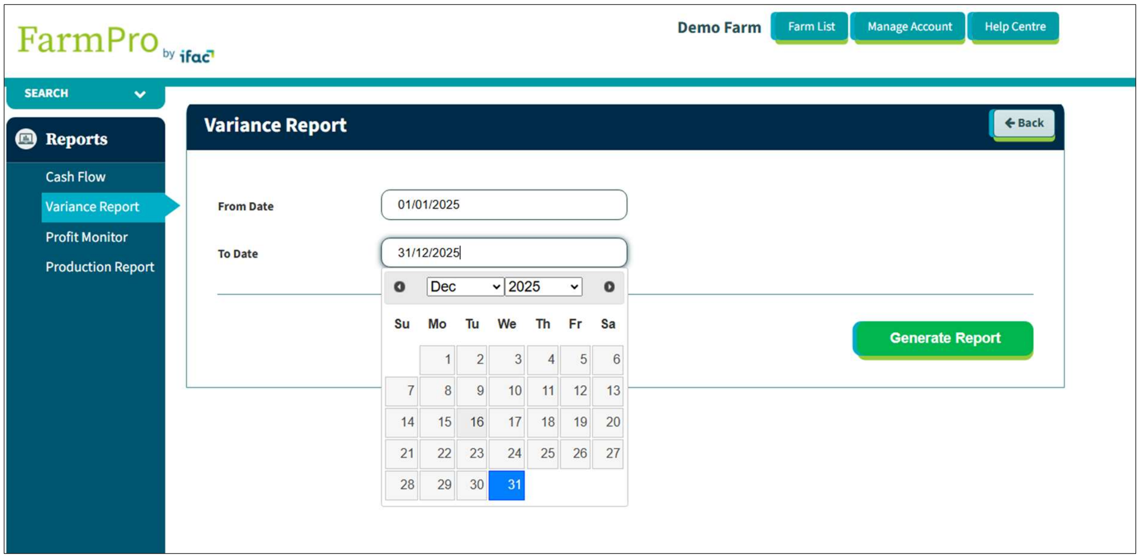
- Export to PDF
- Print the report

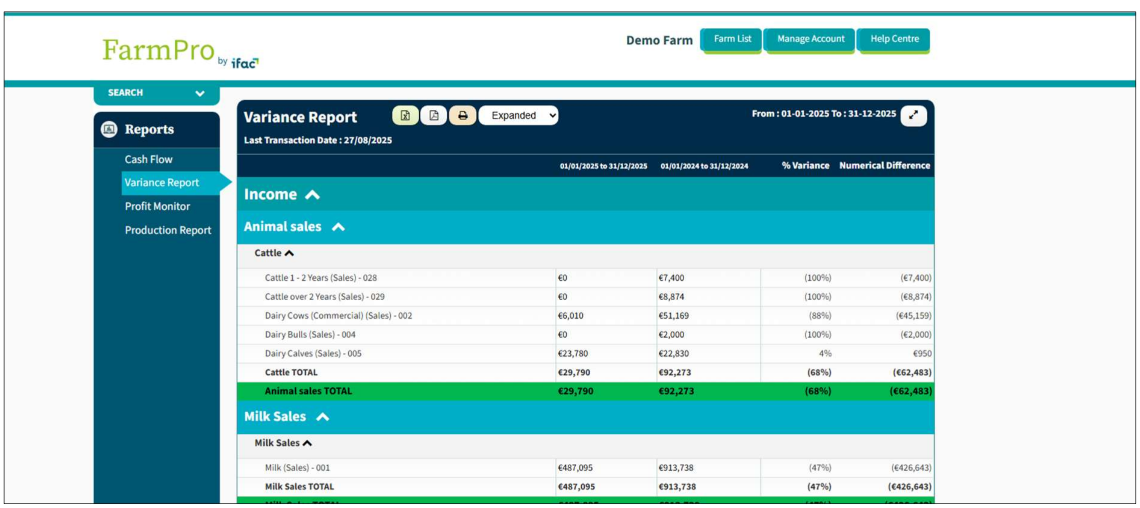
4. Variance Report

The Variance Report compares two different time periods to show how your farm performance has changed.



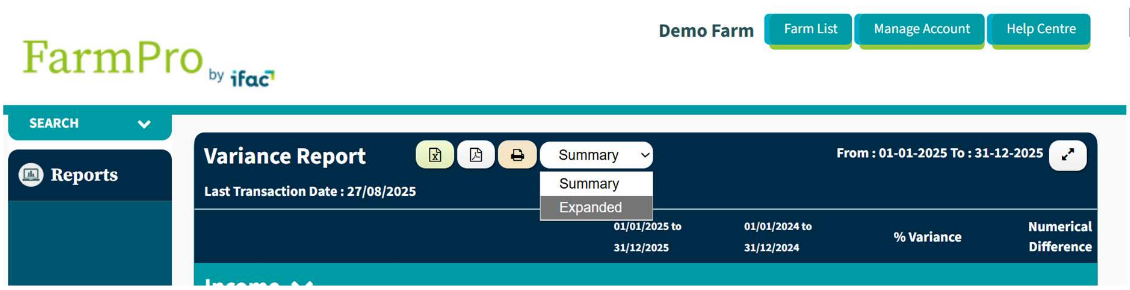
How to Generate:

1. Click **Variance Report** from the Reports menu
2. Select your date range for comparison (e.g., 01/01/2025 to 31/12/2025)
   - *This report will compare the chosen timeframe to the same timeframe in the year previous.*
3. Click **Generate Report**



Report Views:

- **Summary** - Shows totals only across main headings e.g., Total Income
- **Expanded** - Details totals per item code/category



Understanding Your Report:

The report shows 5 key columns:

1. Category Headings & item code categories (e.g., “Income”, “direct costs” or “purchased forage” & “fertiliser”)
2. **Current Period** (e.g., 01/01/2025 to 31/12/2025) - Your most recent figures
3. **Previous Period** (e.g., 01/01/2024 to 31/12/2024) - Last year's figures
4. **% Variance** - Percentage change between periods
5. **Numerical Difference** - Euro difference between periods

What to Look For:

- Compare income categories year-on-year
- Identify cost increases or savings
- Track profit improvements or declines
- Spot trends in specific income or expense categories

Export Options:

Use the icons at the top to:

- Export to Excel
- Export to PDF
- Print the report

Tips for All Reports

Date Selection:

- Reports typically cover a full year (January 1 to December 31)
- You can select any custom date range
- Always click in the date field to use the calendar picker

Export and Share:

- All reports can be exported to Excel, PDF, or printed
- Use the Teagasc format of the profit monitor report when required for official submissions

Understanding Report Headings

The report is organised into sections you can expand or collapse:

- **Income** - Total trading income including Animal sales, milk sales, crop sales.
- **Direct Costs** – Typically the purchase of animals.
- **Other Farm Income** – Includes all direct payments (e.g., BISS, ANC, ACRES) and non-trading farm income such as insurance claims, refunds, and land rental.
    - This does not include capital grants like TAMS.
- **Gross Profit** - Calculated as Income minus Direct Costs plus Other Farm Income.
    - It indicates how much money the farm turned over in a given period.
- **Operating Expenses** - All direct day-to-day farm running costs e.g., feed, fertiliser etc.
- **Net Profit** -Calculated as Gross Profit minus Operating Expenses.
    - This figure shows how much the farm made after covering all its main day-to-day running costs
    - This is **excluding capital expenditure**, drawings, directors' payments (if Ltd), and loan repayments.
- **Non-Operating Movements:** Includes all director payments (if Ltd), drawings, tax, capital expenditure, VAT58 refunds, and TAMS payments.
- **Non-Farm Income**: All income received that is not related to farming activities, such as investments, gifts, PAYE/other non-farming income, pensions, rental income, and tax refunds.
- **Loan Movements:** Covers new loans and all loan repayments, including interest.

- **Total Non-Farm Movements:** The sum of non-operating movements, loans received/paid, and non-farm income.
- **Trading account movements:** The increase or decrease in creditor and debtor account balances.
- **Cash Surplus / Deficit**: The difference between your gross profits and all other payments/incomes as detailed in non-operating movements and non-farm income.
    - **A cash surplus** occurs when cash inflows exceed cash outflows during a specific period.
    - **A cash deficit** occurs when cash outflows exceed cash inflows during a specific period, indicating insufficient cash to cover expenses and obligations.

Note: The Cash Surplus / Deficit report does not account for money owed to creditors for operating expenses. For example, if a farmer buys feed in November but pays for it in January, the cost will be reflected in all reports for November.

Need Assistance?

The "Help Centre" button is always available at the top of the page

Contact ifac FarmPro Support Team:

- Email: farmpro@ifac.ie
- Phone: 0527441772
- Hours: 9am to 5pm